



March 30, 2022

DIVISION MEMORANDUM

No. 102 s. 2022

**DIVISION ORIENTATION ON SY 2021-2022
NATIONAL SCHOOL BUILDING INVENTORY**

To: Asst. Schools Division Superintendents
Division Chiefs
Public Schools District Supervisors
Elementary and Secondary School Heads
And all others Concerned


1. As timely and relevant in addressing the parameters of classroom requirements for school's operation at this time, the Schools Division of Bulacan will be holding an on-line Orientation on the redeployment of National School Building Inventory (NSBI) facility for SY 2021-2022 on April 7, 2022 at 9:00 A.M., thru Google Meet platform.
2. As one of the Department's main thrusts to maintain the availability of accurate, quality, timely, and relevant data of school buildings, furniture and fixtures, for the allocation of crucial resources and support operational standards, this activity is primarily designed to:
 1. Systematize mechanism of physical facilities inventory for speedy gathering and analysis.
 2. Capacitate the members of School Education Facilities Coordinators and Division Validating Committee who will review the forms submitted by schools through a division-wide orientation.
 3. Real-time accomplishment, encoding and validating of NSBI 2022 forms.
 4. Validation of data requirements by division personnel concerned.
3. Participants to this activity are the school heads, personnel in-charge of DepEd electronic systems (EBEIS, LIS and NSBI) and the school property custodian or school education facilities coordinators. Orientation link will be posted before the orientation date.
4. Participants must have copies of pre-accomplished NSBI Form.
5. Personnel in-charge of this orientation are the following :

Engr. Carl Paulo A. Fernando, Engineer III
Mr. Paulo Eduardo C. Cruz, Jr., Planning Officer III –
Ms. Maribel S. Perez - Senior Education Program Specialist, P&R
Ms. Raquel I. Climaco – Division Supply Officer
Ma. Bhella S. Fajardo – Education Program Specialist II, SMME
Mr. Romy Boy C. Punong bayan – MT-I, San Roque Nat. HS
Ms. Kathrine Jane Luna Ople – MT-I, Talipit NHS



Republic of the Philippines
Department of Education
REGION III – CENTRAL LUZON
SCHOOLS DIVISION OF BULACAN

6. Meals and other incidental expenses relative to the orientation shall be charged against the Division MOOE Fund subject to the usual accounting rules and regulations.
7. It is expected that all participants observe the minimum health standard protocols in compliance to Inter-Agency Task Force (IATF) policies under Alert Level No. 1 as pre-emptive instructions to combat COVID-19.
8. Immediate and wide dissemination of this memorandum is desired.


ZENIA G. MOSTOLES, Ed.D., CESO V
Schools Division Superintendent



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