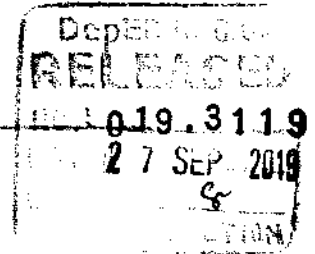




Republic of the Philippines
DEPARTMENT OF EDUCATION
 Region VII, Central Visayas

SCHOOLS DIVISION OF NEGROS ORIENTAL
 www.dcpednegor.net



September 27, 2019



TRAVEL ORDER
 NO. 27, s. 2019

TO : HYDON LIBRADILLA
PURPOSE : To attend the National Inventory of DepEd Public Schools Bldg. for S.Y. 2019-2020
DATE OF TRAVEL: September 30- October 2, 2019
VENUE/PLACE : TBA

ALLOWED/ CHARGED TO: (Division MDOE/Local funds subject to the usual accounting and auditing rules and regulations)

| | |
|----------------------|---|
| _____ : | Registration/Transportation and other incidental expenses |
| _____ : | Transportation |
| _____ : | Per Diems |
| <u> X </u> _____ : | Transportation & other incidental expenses |

For the Schools Division Superintendent:


NILITA L. RAGAY, Ed. D.
 OIC-Office of the Asst. Schools Division Superintendent
 Office In-Charge 




Republic of the Philippines
Department of Education

Tanggapan ng Pangalawang Kalihim
Office of the Undersecretary

MEMORANDUM

TO : Minister, Basic, Higher and Technical Education, BARMM
Regional Directors
Schools Division Superintendents
All Other Concerned

FROM : 
JESUS L.R. MATEO
Undersecretary for Planning, HROD and Field Operations

SUBJECT : NATIONAL INVENTORY OF DEPED PUBLIC SCHOOLS
BUILDINGS FOR SY 2019-2020

DATE : 03 September 2019

1. In line with the goal of Department of Education (DepEd) to establish accurate and comprehensive data on school buildings, all public elementary, junior and senior high schools are directed to participate in the National Inventory of DepEd Public School Buildings for SY 2019-2020.
2. As preparatory activity to the nationwide inventory, an **Orientation on National School Building Inventory Forms and System** will be conducted, which aims to:
 - a. Orient the DepEd personnel on the NSBI forms, system, policies and standards.
 - b. Capacitate the DepEd personnel in the conduct of National Inventory of DepEd Public School Buildings
 - c. Provide an updated and more accurate and comprehensive baseline data of school buildings in all DepEd public schools for use in planning, budgeting and decision making.
3. The schedule of orientations of the different regions are as follows

| Clusters | Date | Region | Venue |
|-----------|---------------------------|-----------------------------|--------------|
| Cluster 1 | September 23-25, 2019 | Regions I, II, III and CAR | Metro Manila |
| Cluster 2 | September 25-27, 2019 | Regions IV-A, IV-B, and NCR | Metro Manila |
| Cluster 3 | September 30-Oct 02, 2019 | Regions VI, VII, VIII | Cebu/Bacolod |
| Cluster 4 | September 16-18, 2019 | Regions X, XI and CARAGA | Davao City |
| Cluster 5 | September 18-20, 2019 | Regions IX, XII and ARMM | Davao City |

Note: Exact venue will be announced through an advisory.

4. The participants for this orientation will be the One (1) Planning Officers and One (1) Engineers of each regions and divisions. All are required to bring laptops and extension cord.
5. School-level orientations for the School Heads and School Property Custodians or Physical Facilities Coordinators (PFCs) will be conducted by the Divisions Planning Officers and Engineers.
6. To confirm your attendance please sign up at bit.ly/NationalSchoolBuildingInventory2019 on or before September 13, 2019.
7. The earliest check-in of the participants is 2:00 PM and first meal to be served is dinner of the day before the orientation, while the latest check-out allowed is Day 2 after the workshop.
8. Travel expenses of all participants shall be charged against their local funds. All expenses are subject to the usual accounting and auditing rules and regulations.
9. For clarifications or inquiries, you may contact Mr. Ariel C. Tandingan of Education Management Information System Division at telephone numbers: (02) 635-3986, 635-3958 and email address: ps.emisd@deped.gov.ph.
10. Immediate dissemination of and strict compliance with this memorandum is directed.