



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DAVAO DEL NORTE

Office of the Schools Division Superintendent

DIVISION MEMORANDUM
No. 141 s. 2023

TO: All Elementary and Secondary School Administrators
Public Schools District Supervisors

SUBJECT: Online Orientation on the National School Building Inventory
for SY 2022-2023

DATE: March 27, 2023

1. In line with the initiative of the Department to update and ensure accurate and comprehensive baseline data of school buildings and other school properties in all public schools which is crucial in determining the classroom conditions and requirement of every school, the Division of Davao del Norte will conduct an Online Orientation which will be held on the following schedules:

Date	District/Schools
April 11, 2023 – 9:00 AM	BEIS/LIS Coordinators of BE Dujali, Carmen Sto. Tomas East and Sto. Tomas West Districts (Elem Schools only)
April 11, 2023 – 1:30 PM	BEIS/LIS Coordinators of Asuncion, Kapalong East, Kapalong West and Langilan Districts (Elem Schools only)
April 12, 2023 -9:30 AM	District Physical Facilities Coordinators
April 12, 2023 -1:30 PM	District Physical Facilities Coordinators
April 13, 2023 – 9:30 AM	BEIS/LIS Coordinators of all secondary schools
April 13, 2023 – 2:00 PM	BEIS/LIS Coordinators of San Isidro, Talaingod and New Corella Disticts (Elem Schools only)

2. The objectives of the said activity are as follows:
 - To orient the District Property Custodians and District Physical Facilities Coordinators on the National School Building Inventory; and
 - To capacitate BEIS Coordinators on how to access and encode the data in the system
3. The meeting link will be posted in the different groupchats and FB pages of the LIS Coordinators and School Heads.





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4. It is expected that all schools will gather or update and encode the data in the NSBI Template and thoroughly validated by the school heads before encoding it in the Learner Information System. Hard copy of the template must be submitted to the Division Office, attention: Planning and Research Section on or before April 17, 2023. Below is the timeline for your guidance:

Activities	Timeline
Orientation of NSBI for SY 2022-2023 for School Personnel	April 11-13, 2023
Onsite Validation	April 11-28, 2023
Encoding of NSBI Data	April 17 -30, 2023
Validation of NSBI Data	April 17, 2023 – May 20, 2023

5. Transportation and other incidental expenses incurred relative to the participation in this activity shall be charged to School MOOE while expenses incurred by the validation team will be charged to Division MOOE subject to the usual accounting and auditing rules and regulation.
6. For safety against COVID-19 infections, all personnel participating in the conduct of the NSBI related activities shall adhere to the Minimum Health Standards imposed by the IATF and local government units.
7. Everyone is enjoined to continually support and recognize the value of equality and diversity during the conduct of the said activity.
8. Immediate dissemination and strict compliance of this memorandum is earnestly desired.

ALLAN G. FARNAZO

Director IV

And Concurrent Officer In-charge

Office of the Schools Division Superintendent

For the Schools Division Superintendent



REBECCA C. SAGOT, CESO VI

Assistant Schools Division Superintendent



SGOD/smdg

