



SCHOOLS DIVISION OF NEGROS ORIENTAL
Office of the School Governance and Operations Division
Capitol Area, Dumaguete City

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REC-116-2481
NO: 116-2481
DATE: 01 DEC 2016
BY: 46
RECORD SECTION

November 29, 2016

TRAVEL ORDER

NO. 594, s. 2016

TO : **MRS. MIRIAM LOU BATIANCILA**
Planning Officer III

ENGR. PHILIP TUBOG
Division Engineer

OFFICE : SGOD, DIVISION OF NEGROS ORIENTAL


PURPOSE : To attend the National Inventory of DepEd Public Schools Building for SY 2016-2017

DATE OF TRAVEL : December 5-6, 2016

VENUE/PLACE : **Bohol**

ALLOWED/CHARGED TO: (Division MOOE, subject to the usual accounting and auditing rules and regulations)

_____: Registration
☒ X _____: Transportation
_____: Board and Lodging
_____: Meals
_____: Charged to local funds
☒ X _____: Transportation & other incidental expenses


SALUSTIANO T. JIMENE, CESO VI
OIC-Office of the Asst. Regional Director
Concurrent, Schools Division Superintendent

11/29/16

SGOD
STI/tbp

Be One of Us! Be Counted. Let's Practice
 **W.A.T.C.H.**
We Advocate Time Consciousness and Honesty



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF EDUCATION
NEGROS ISLAND REGION



November 18, 2016

REGIONAL MEMORANDUM

No. 296, s.2016

RELEASED	
CONTROL NO.	2957
RELEASED BY:	CYN
DATE RELEASED:	11/18/16

National Inventory of DepEd Public Schools Building for SY 2016-2017

**To : Schools Division Superintendents
All Other Concerned**

1. For the information and guidance of all concerned, enclosed is Unnumbered Memorandum from Usec. Jesus R. Mateo, Undersecretary for Planning and Field Operations, which is self-explanatory.
2. For details, refer to the attached Memorandum.
3. Immediate and wide dissemination of this Memorandum is directed.


SALUSTIANO T. JIMENEZ

Officer-in- Charge
Office of the Asst. Regional Director

PPRD/jel

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Republic of the Philippines
Department of Education

Tanggapan ng Pangalawang Kalihim
Office of the Undersecretary

MEMORANDUM

TO: DepEd ARMM Secretary
Regional Directors
Schools Division Superintendents
All Other Concerned

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

SUBJECT: **National Inventory of DepEd Public Schools Building for SY 2016-2017**

DATE: November 10, 2016

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 2016-2017.
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:

Date	Clusters	Venue
	Cluster 1	
November 28-29, 2016	Regions I, II, III and CAR	Baguio City
	Cluster 2	
November 28-29, 2016	Regions IV-A, IV-B, V and NCR	Legazpi City

For Distribution

Date	Clusters	Venue
December 5-6, 2016	Cluster 3 Regions VI, VII, VIII and NIR	Bohol
December 1-2, 2016	Cluster 4 Regions X, XI and CARAGA	Cagayan de Oro City
December 1-2, 2016	Cluster 5 Regions IX, XII and ARMM	Koronadal City

*Exact venue will be announced through an advisory

4. The participants for this orientation will be the Planning Officers and Engineers of all 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/depedNSBI2016 on or before November 21, 2016.
7. The check-in time of the participants is 2:00 PM and first meal to be served is dinner of Day 0; while the check-out time is 12:00 PM of Day 2.
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 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.