Republic of the Philippines
Department of Education
National Capital Region
**SCHOOLS DIVISION OFFICE**
**CITY OF MUNTINLUPA**

February 1, 2017

DepEd - MUNTINLUPA
RELEASED
DATE 2/6/17

**DIVISION MEMORANDUM**

TO: OIC - Assistant Schools Division Superintendent
Chief Education Supervisor, School Governance and Operations Division
Chief Education Supervisor, Curriculum Implementation Division
Public Elementary and Secondary School Principals / OICs

**DIVISION ORIENTATION ON**
**NATIONAL SCHOOL BUILDING INVENTORY (NSBI) SYSTEM**

1. This Office announces the conduct of the Division Orientation on National School Building Inventory System on February 14, 2017, Friday, at SDO Conference Room on the following schedule:

   a. Elementary – 8:30 A.M. – 11:30 A.M.
   b. Secondary – 1:30 P.M. – 4:30 P. M.

2. School Heads are advised to send their School's EBEIS Coordinators to participate in the said activity.

3. Participants are required to bring the following:

   a. Laptop, Extension Cord, and Pocket Wi-Fi
   b. Soft Copy of Site Development Plan
   c. Validated Accomplished NSBI Templates and Forms

4. Immediate dissemination of this Memorandum is desired.

**MAURO C. DE GULAN, Ed. D.**
Schools Division Superintendent