



Republic of the Philippines
Department of Education
Region XII
Division of Sarangani
Alabel



Division Memorandum
No. 400, s. 2014

TO : ALL SCHOOL HEADS (ELEMENTARY AND SECONDARY)
PUBLIC SCHOOLS

FROM : *for deped*
ISAGANI S. DELA CRUZ, CESO V
Schools Division Superintendent

SUBJECT : DIVISION ROLL-OUT ON NATIONAL INVENTORY OF DEPED
PUBLIC SCHOOLS BUILDINGS FOR SY 2014-2015

DATE : November 10, 2014

1. Pursuant to DepEd Order No. 44, s. 2014: National Inventory of Public School Buildings for SY 2014-2015, this Office will be conducting a HALF DAY orientation at Division Old Conference Room, Alabel, Sarangani on the following schedules:

CLUSTER	ESTIMATED PARTICIPANTS	DATE
Malungon	146 pax	Nov. 20, 2014 (8:00-12am)
Alabel & Malapatan	113 pax	Nov. 20, 2014 (1:00-5:00pm)
Glan	112 pax	Nov. 21, 2014 (8:00-12am)
Kiamba, Maasim & Maitum	151 pax	Nov. 21, 2014 (1:00-5:00pm)

2. The orientation – workshop aims to;
 - a. orient the participants with the provisions in the Deped Order 44, s. 2014 to focus on the templates,
 - b. clarify issues on varied definitions / issues in naming and appraising of school buildings,
 - c. walk through the EBEIS on how to encode school building data online, and
 - d. provide accurate and reliable data on school buildings.
3. Every school is allowed to send two (2) participants (School Head and School Property Custodian/Physical Facilities Coordinator preferably those with basic knowledge on EBEIS online encoding). Strictly no proxy allowed for school heads.
4. Participants are required to bring the following for the smooth flow of the process:
 - a. school's site five – year development plan,
 - b. pictures of all the buildings of the school, and
 - c. accomplished National School Building Inventory template.
5. Travelling and other incidental expenses shall be borne from local funds subject to usual accounting and auditing rules and regulations.
6. Immediate dissemination and strict compliance of this memorandum is directed.