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Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OFFICE OF ABRA

September 8, 2020

DIVISION MEMORANDUM
No. 143 s. 2020

DATA DISSEMINATION OF NSBI RESULT AND ONSITE VALIDATION OF SCHOOL BUILDINGS AND FURNITURE

To: School Heads
Elementary & Secondary Level

1. To produce an accurate and realistic school building & school Furniture data, the Division School Building Team will visit all schools both in the elementary & secondary schools:
2. The said activity aims to validate data on school buildings & Furniture generated from the database versus physical inventory in schools.
3. Cognizant to this, the School Head and property custodian will prepare the necessary documents needed during the monitoring and validation process.
4. Per Diem and other incidental expenses of Division Team shall be charged against NSBI funds subject to usual accounting and auditing rules and regulations.
5. Immediate dissemination of this memorandum is desired.

GLORIA B. BUYA-AO
Schools Division Superintendent



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NSBI SCHEDULE

DATE	DISTRICT	NO. OF SCHOOLS	
		Elementary	Secondary
9/14-15/2020	BUCAY	17	4
9/16/2020	MANABO	10	1
9/17/2020	PENARRUBIA	7	1
18-Sep	SAN ISIDRO	7	1
9/21/2020	DANGLAS	5	1
9/22/2020	LAPAZ	14	2
9/23/2020	DOLORES	10	1
9/24-25/2020	LAGANGILANG	15	2
9/28-29/2020	PIDIGAN	12	1
9/30/2020	LANGIDEN	5	1
10/1-2/2020	LUBA	15	2
10/5-6/2020	TUBO	15	3
10/7-8/2020	PILAR	13	3
10/9/2020	SAN QUINTIN	7	1
10/12-13/2020	SALLAPADAN	14	2
10/14/2020	LAGAYAN	8	2
10/15-16/2020	SAN JUAN	11	2
10/19-20/2020	BUCLOC	4	0
10/21/2020	DAGUIOMAN	3	1
10/22-23/2020	BANGUED	24	2
10/26-27/2020	LACUB	7	1
10/28-29/2020	MALIBCONG	10	1
10/30/2020	TAYUM	7	2
11/2/2020	VILLAVICIOSA	7	2
11/3-4/2020	BOLINEY	8	1
11/5-6/2020	TINEG	13	3
11/9/2020	BAAY	13	2



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Date: _____

QUALITY FORM	Document Code: SDOABRA-QF-SGOD-HRD-002 Revision: 01 Effectivity date: 07-08-2020
ACTIVITY REQUEST	Name of Office: HUMAN RESOURCE DEVELOPMENT SECTION

I. TITLE OF ACTIVITY	Data Dissemination of NSBI & Furniture Result and On site Validation of School Building Inventory & School Furniture		
II. OBJECTIVES	1. To produce an accurate and realistic school building Inventory & School Furniture Data 2. To tally NSBI results to physical inventory of school buildings & Furniture 3. To disseminate NSBI data results to all schools		
4. DATE OF IMPLEMENTATION	September 14 – November 09, 2020		
5. VENUE	27 Districts		
6. PARTICIPANTS	214 School Heads & 10 Div. NSBI Team		
7. BUDGETARY REQUIREMENTS	Particulars	Unit	Total
	Per Diem (NSBI Div. Team)	8 @ 180.00x 44 days	63,360.00
	Steel (Construction)	6 pcs	1,500.00
	Tape(20 mtrs.)	10 rms.(A4)	1,200.00
	Coupon Bond	2 sets	2,800.00
	Epson L3110 Ink	6	3,120.00
	Prepaid Load	10	12,000.00
	NSBI(Facilitator's Jacket)	544.88 ltrs.	25,020.00
	Gasoline		
	Grand Total: 109,000.00		
Certified as to the availability of fund: ELMER V. BATONDO AO V- Budget and Finance Activity Code: <u>2000 09-001</u> Date signed: <u>9-2-2020</u>			

OSBC-CA-SDO-19-937






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8. PROGRAM/MATRIX ACTIVITIES	DAY and TIME	TOPIC/ACTIVITY	RESOURCE PERSON/IN-CHARGE
	8:00 – 8:30 AM	Conference of NSBI Team with School Heads & Property Custodian	NSBI Team/School Heads & Property Custodian
		Presentation of NSBI Results	NSBI Team
		Onsite Validation of NSBI Results to Physical Inventory	NSBI Team
		Exit Conference/Feedback and Recommendation	NSBI Team/School Heads & Property Custodian
Prepared by:	(Proponent name over signature and position - bold, all caps) Date signed: FERNANDO A. SEMANERO, JR Engineer III Date signed: _____ <div style="float: right;"> MELDIE M. DAMIAN Planning Officer III Date signed: _____ </div>		
Noted:	(Immediate Head name over signature and position - bold, all caps) <div style="text-align: center;">  LEMUEL B. DICKSON, EdD. Date signed: <u>09/01/2020</u> </div>		
Reviewed and Recorded by:	<div style="text-align: center;">  EDEN T. ADRIATICO SEPS – HRD Date signed: <u>09.03.2020</u> </div> <div style="text-align: center; margin-top: 20px;"> LORNA B. LLANEZA, EDD SEPS – SMME Date signed: _____ </div>		
Approved:	<div style="text-align: center;">  GLORIA B. BUAYA-AO Schools Division Superintendent Date signed: _____ </div>		



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