



Republic of the Philippines
Department of Education
Schools Division of Benguet

April 22, 2025

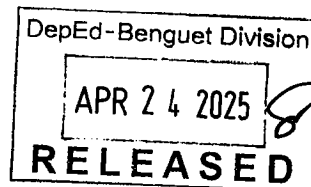
DIVISION MEMORANDUM

No. 165, 52025

**ONLINE ORIENTATION IN THE PREPARATION OF NATIONAL SCHOOL
BUILDING INVENTORY (NSBI) FOR SY 2024-2025**


To:

Public Schools District Supervisors/ Districts-in-charge
Public Elementary and Secondary School Heads
All Others Concerned



1. The Educational Facilities Section will conduct an **online orientation** for the National School Building Inventory (NSBI) for School Year (SY) 2024-2025 on **May 2, 2025**
2. The participant are the School Heads and non-teaching personnel with sufficient knowledge on accomplishing the required NSBI forms.
3. Attached is the arrangement for the Online Orientation.
4. For immediate and widest dissemination and compliance.

Digitally signed by ESTELA
P. LEON-CARIÑO EdD, CESO III
III
Date: 2025.04.24 11:35:15
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ESTELA P. LEON-CARIÑO, EdD, CESO III
Regional Director and 
Concurrent Officer In-charge
Office of the Schools Division Superintendent



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Attachment to SDO Memorandum No. 105, s. 2025

PROGRAMME

1. Opening Prayer:	LESTER JOHN P. OLANGEY DepED Engineer, TA III
2. Opening Remarks:	LUCIO B. ALAWAS Chief, SGOD
3. Introduction:	DENVER E. SIN-OT DepED Architect, TA IV
4. Meeting Proper:	MELBA N. HIMMOLDANG FLORABEL C. BALANANON Division Engineer Supply Officer JEANETTE I. KIONG Planning Officer III
5. Question and Answer:	FLORABEL C. BALANANON Supply Officer JEANETTE I. KIONG Planning Officer III EDUCATIONAL FACILITIES SECTION
6. Closing Prayer:	JORDAN MENDOZA AO II

LIST OF PARTICIPANTS

NAME	POSITION	OFFICE
MELBA N. HIMMOLDANG	Division Engineer	SDO-SGOD-EFS
JEANETTE I. KIONG	Planning Officer III	SDO-SGOD-PRS
FLORABEL C. BALANANON	Supply Officer	SDO-OSDS
DENVER E. SIN-OT	TA IV	SDO-SGOD-EFS
LESTER JOHN P. OLANGEY	TA III	SDO-SGOD-EFS
JORDAN MENDOZA	AO II	SDO-SGOD-PRS

School Heads of all Districts

Link for the Online Orientation	bit.ly/4jrOEDk or use this ID and Passcode in Microsoft Teams: Meeting ID: 437 470 035 416 8 Passcode: 2MX76q7i
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