



Republic of the Philippines
Department of Education
REGION VII - CENTRAL VISAYAS
DIVISION OF CITY SCHOOLS - TAGBILARAN CITY

**Office of the Schools Division
Superintendent**

March 28, 2023

DIVISION MEMORANDUM

No. 12, s. 2023

**SUBMISSION OF UPDATED FILLED-OUT FORMS OF
NATIONAL SCHOOL BUILDING INVENTORY (NSBI) SY 2022 – 2023**

To: Assistant Schools Division Superintendent
Chief, CID and SGOD
Elementary and Secondary School Heads/Principals
All Others Concerned

1. In line with the Department of Education's (DepEd) efforts to improve and accelerate the delivery of basic education facilities and services, the Department recognizes the importance of having a complete and accurate inventory of school infrastructure and its inclusions – buildings, classrooms, furniture, and other facilities – to support data-driven and evidence-based planning, budgeting, resource allocation, and decision making.
2. In this regard, there will be an updating of the National School Building Inventory (NSBI) for School Year (SY) 2022 – 2023 as part of the annual collection and encoding of accurate and comprehensive inventory of school infrastructure and other facilities of DepEd in preparation for the budget for the Fiscal Year (FY) 2024. This also aims to gather recent data of all public schools nationwide to address new parameters of classroom requirements for the safe operations of schools post COVID-19 pandemic.
3. Schools are hereby instructed to submit the manually updated National School Building Inventory (NSBI) Data Gathering Forms. Schools shall submit two (2) copies of duly accomplished forms printed in A4 paper size to the Schools Division Office (SDO) **on or before May 3, 2023**, Wednesday. Cut-off date to be reported in the NSBI is as of 31 December 2022.
4. NSBI Materials can be downloaded from this link: <https://tinyurl.com/TagbilaranNSBIMaterials> with file name "Tagbilaran City Division NSBI CY 2022-2023 Materials (For Schools)".
5. Wide dissemination of this Memorandum is desired.

JOSEPH IRWIN A. LAGURA PhD
Schools Division Superintendent
Office of the Schools Division Superintendent

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