



Republic of the Philippines
Department of Education

Region X

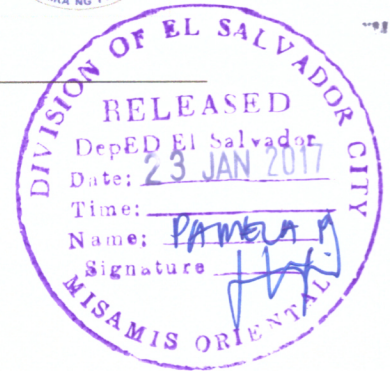
DIVISION OF EL SALVADOR CITY

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DIVISION MEMORANDUM

No. 070 s, 2017



**To: PUBLIC ELEMENTARY SCHOOLS
PUBLIC SECONDARY SCHOOLS**

**From: *for Pamela A. Pano*
ALLAN G. FARNAZO, PhD, CESO IV
Regional Director IV, Concurrent SDS**

Subject: Re-orientation of the National School Building Inventory

Date: January 23, 2017

1. The field is hereby informed of the *Re-orientation of the National School Building Inventory* on **January 25, 2017- 1:00 pm** at the **City Central School Covered Courts, El Salvador City.**
2. Participants of the said activity are the school heads, ICT coordinator, property custodian and school facilities coordinator.
3. Please bring the following:
 - a. Hard copy of your School Building Inventory Committee (please furnish another hard copy for the planning section);
 - b. Initial report of your Inventory with expected inputs on:
 - i. Table 1: Summary of Existing Building/ Structure (Annex C of DepEd Order No.1, s.2017)
 - ii. Table 2: Existing Rooms per Building (Annex D of DepEd Order No.1, s.2017)
 - iii. Table 3: Existing Number of Water and Sanitation Facilities (Annex E of DepEd Order No.1, s.2017)
 - iv. Table 4: Existing Number of Usable Furniture (Annex F of DepEd Order No.1, s.2017)
 - c. Copy of the sketch plan with technical description of the land where the school is situated (if available)
4. Prepare your queries ahead for them to address properly.
5. For information, guidance and strict compliance.