



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY

**Office of the Schools
Division Superintendent**

February 16, 2022

DIVISION MEMORANDUM
No. 076, s. 2022

CONDUCT OF ONSITE SCHOOL BUILDING INVENTORY FOR CY 2022

To: Assistant Schools Division Superintendent
SGOD Chiefs
Planning Officer III
Division Engineer
Division Supply Officer
School Property Custodian
Elementary and Secondary School Heads
This Division

1. The field is hereby informed that there will be a conduct of Onsite School Building Inventory for CY 2022.
2. Enclosure A stipulates the schedule for easy reference.
3. Further, prior to the actual onsite validation, the field is likewise informed that there will be a virtual meeting to be conducted on February 18, 2022 from 9:00 AM-12:00NN via google meet. Link will be forwarded separately
4. This Office adheres to the Equal Opportunity Principle (EOP) in the steps to be undertaken for this purpose. Hence, all decisions and actions shall be based solely on the guidelines set forth, with no discrimination on the account of age, gender, identity, sexual orientation, civil status, disability, religion, ethnicity, or political affiliation.



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5. Immediate and wide dissemination of this memorandum is desired.

OLGA C. ALONSABE, PhD., CESE
Schools Division Superintendent

To be indicated in the Perpetual Index
Under the following subjects:

SCHOOLS
INVENTORY
SITES





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ENCLOSURE A.

SCHEDULE FOR THE ONSITE BUILDING INVENTORY CY 2022

SCHOOLS	SCHEDULE	
	DATE	TIME
AMOROS ELEMENTARY SCHOOL	February 22, 2022	3:00 PM-5:00 PM
BOLISONG ELEMENTARY SCHOOL	March 2, 2022	10:00 AM-12:00 NN
COGON ELEMENTARY SCHOOL	February 24, 2022	1:00 PM-3:00 PM
COGON NATIONAL HIGH SCHOOL	February 24, 2022	3:00 PM-5:00 PM
EL SALVADOR CITY CENTRAL SCHOOL	March 2, 2022	1:00 PM-3:00 PM
EL SALVADOR CITY NATIONAL HIGH SCHOOL	March 2, 2022	3:00 PM-5:00 PM
HIMAYA ELEMENTARY SCHOOL	February 23, 2022	1:00 PM-3:00 PM
HINIGDAAN ELEMENTARY SCHOOL	March 1, 2022	3:00 PM-5:00 PM
HINIGDAAN NATIONAL HIGH SCHOOL	March 1, 2022	1:00 PM-3:00 PM
KALABAYLABAY INTEGRATED SCHOOL	March 2, 2022	8:00 AM-10:00 AM
KIBONBON ELEMENTARY SCHOOL	February 24, 2022	10:00 AM-12:00 NN
MOLUGAN CENTRAL SCHOOL	February 22, 2022	8:00 AM-10:00 AM
MOLUGAN NATIONAL HIGH SCHOOL	February 22, 2022	10:00 AM-12:00 NN
PEDRO SA. BACULIO ELEMENTARY SCHOOL	February 23, 2022	8:00 AM-10:00 AM
SAMBULAWAN ELEMENTARY SCHOOL	February 22, 2022	1:00 PM-3:00 PM
SAN FRANCISCO DE ASIS ELEMENTARY SCHOOL	March 1, 2022	8:00 AM-12:00 NN
SAN FRANCISCO DE ASIS NATIONAL HIGH SCHOOL		
SINALOC ELEMENTARY SCHOOL	February 24, 2022	8:00 AM-10:00 AM
TAYTAY ELEMENTARY SCHOOL	February 23, 2022	3:00 PM-5:00 PM
ULALIMAN ELEMENTAR SCHOOL	February 23, 2022	10:00 AM-12:00 NN

Documents to prepare:

- a. 1 Updated Hard Copy of the School Site Development Plan
- b. 1 Updated hard copy of the School Building Inventory (Follow the NSBI template)
- c. Building Assessment Documents done by the LGU

