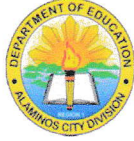
	Republic of the Philippines Department of Education Region I <b>SCHOOLS DIVISION OFFICE OF ALAMINOS CITY</b> Alaminos City <b>DIVISION MEMORANDUM</b>		Document Code: <b>SDO-ALC-OSDS-SDS- QF-001</b> Revision: 00 Effectivity Date: 11-16-2018
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**DIVISION MEMORANDUM**  
**DM - 2020 - 079**

TO : School Heads of Public Elementary and Secondary Schools,  
 Property Custodians/School Facilities Coordinators and  
 BEIS/LIS Coordinators

FROM : Office of the Schools Division Superintendent

SUBJECT : Rescheduling of the Division System Orientation/Workshop on the  
 National School Building Inventory (NSBI) for SY 2019-2020

DATE : February 4, 2020

1. Due to the announced power interruption from PANELCO, Inc. on February 6, 2020, the division system orientation/workshop on the National School Building Inventory (NSBI) for SY 2019-2020 shall be conducted on February 5, 2020 at the SDO Library Hub. The participants who will attend the second day of the orientation/workshop (February 6, 2020) are enjoined to attend on the first day (February 5, 2020).
2. Participants (**Property Custodians/School Facilities Coordinators and BEIS/LIS Coordinators**) are reminded to bring the following:
  - a. Accomplished NSBI Template – SY 2019-2020
  - b. Laptop per school with power extension cord
  - c. Probable Wi-Fi device for internet connectivity
3. For your information, guidance and strict strict compliance.

  
**DR. LORNA G. BUGAYONG, CESO VI**  
*Schools Division Superintendent*