



Republic of the Philippines  
**Department of Education**

REGION XII  
SCHOOLS DIVISION OF SOUTH COTABATO

Office of the Schools Division  
Superintendent

15 Sept 2023

**DIVISION MEMORANDUM**

OSDS No. **121**, s. 2023

SUBMISSION OF NATIONAL SCHOOL BUILDING INVENTORY 2022-2023  
SOFTCOPY (Excel File) TO PROPERTY & SUPPLY SECTION

To: Public Schools District Supervisors/Principals In-Charge  
Public Elementary and Secondary School Heads  
Supply Officers/Administrative Officer II's/School Property Custodians  
All Others Concerned

1. The Department of Education (DepEd) recognizes the importance of maintaining an accurate and comprehensive inventory of school buildings, classrooms, furniture, and other facilities for use in planning, budgeting, resource allocation, and decision-making.
2. In this regard, the Property and Supply Section requests the submission of aforementioned data from **NSBI 2022-2023 (excel file)** using the Link provided **<https://bit.ly/NSBI2022-2023pss>** on or before September 27, 2023.
3. For inquiries, please contact Mr. Ray O. Lloren, Administrative Officer IV-Supply or via telephone number 083 228-5269.
4. Immediate dissemination of this memorandum is directed.

**LEONARDO M. BALALA, CESE**  
Schools Division Superintendent

ROL/DM- submission of national school building inventory 2022-2023 softcopy  
(excel file) to property & supply section  
0000/September 15, 2023

SDOSC-OSDS-DIO-NM-v3.0r0.0,effective04/06/2020



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