



Republic of the Philippines
Department of Education
Region VI – Western Visayas
SCHOOLS DIVISION OF CAPIZ

02 JUN 2025

DIVISION MEMORANDUM

No. 246, s. 2025

**ADDITIONAL INFORMATION TO DIVISION MEMORANDUM NO. 218, S. 2025 TITLED
WORKSHOP IN ESTABLISHING SAFE LEARNING ENVIRONMENT THROUGH THE
CONDUCT OF THE NATIONAL SCHOOL BUILDING INVENTORY (NSBI) IN THE
LEARNER INFORMATION SYSTEM/ENHANCED BASIC INFORMATION SYSTEM
(LIS/EBEIS) FOR SCHOOL YEAR 2024-2025**

To: OIC, Office of the Assistant Schools Division Superintendent
Chief Education Supervisors
Curriculum Implementation Division
School Governance and Operations Division
Education Program Supervisors
Public Schools District Supervisors
Heads of Public Elementary, Secondary and Integrated Schools
All Others Concerned

1. In reference to Division Memorandum No. 218 s. 2025, titled "Workshop In Establishing Safe Learning Environment Through The Conduct Of The National School Building Inventory (NSBI) In The Learner Information System/Enhanced Basic Information System (LIS/EBEIS) For School Year 2024-2025", the following teaching and non-teaching participants, and members of technical working group during the conduct of the above workshop will be granted Compulsory Time-Off or Service Credits who have attended the said event on May 10, and 17, 2025 at Circulo, Pueblo de Panay, Capiz

May 10, 2025	
KEENA MAE B. VILLEZA	FRIAH MAE D. CARPO
LOWIL JED B. VILLEZA	MARICRIS P. TRINIDAD
ANGELIE J. ESCRUPULO	PRINCESS LORENZ SHELLY MAE S. ABILA
REGINE MAE O. LOPEZ	JELLY D. ESTORQUE
ANALYN L. VILLAREAL	NIVARD A. CARTUJANO
LEONA V. ZABALA	JANETH C. PALOMO
WAYNE P. SALUDES	ROSELLI G. REYES
LADY LEE D. CARAGOS	HARLENE JOY G. BUNDAY
JAYVE FLOYD S. FONTIVEROS	ARGELINE JOY AMORES
ENELYN V. LLAUDERES	ANAVEH M. GUMOGDA
FATIMA L. ESCUTON	RAINSTONE A. VILLARIEZ
SANDRALYN B. DONOGA	CELO B. ALCOLEA
IMMERSON V. PANUNCIO	HANNA G. FAJARDO
RPNERT S. JARAVELO	ARLENE M. CORROS
ADRIAN L. LICANTO	KAREN B. COMPUESTO
MARY GRACE C. CATRIZ	



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May 17, 2025	
JOSIE G. ALMEO	JOLLY VIE M. GIGARE
ROCSAN A. FALSIS	VERGIE L. CASTOR
GELIAN G. FUERTE	LYNER F. MENDOZA
FAULINE F. ATONG	JOVITO M. ESPANTO
JOUANA G. ESMAO	NOELYN L. FLORINO
KRESTLI ZYRA G. ALBANA	KRISTIE M. GARGOLES
MARY MICHELLE MAGBANUA	ALEXANDER LENARD C. DOLLETE
BETZIE S. EQUIPADO	ADRIAN R. GALONO
ARNEL C. GERVERO	ARLYN A. BANZUELA
JASMIN V. CHU	WILMA N. GADIAN
GHILDA Z. FANCUBILA	RAIZA F. EBON
MARICOR C. GERVERO	JENEVY F. FADUGA
FRINCESS C. FRANCISQUITE	GLICERMA D. GERVERO
JOY V. SUPITER	MAYBELLE S. VILLAN
CRECELAINE G. QUINTRO	MARLYN O. FAUNILLO

2. Pursuant to DO 53, s. 2003, teachers who attended shall be entitled to one (1) day of Service Credit as the training covers one (1) Saturday (May 10, 2025 & May 17, 2025). Whereas, non-teaching personnel shall be entitled to one (1) day Compensatory Time Off (CTO).
3. Other provisions of the aforementioned Memorandum remain in effect.
4. Immediate dissemination of and compliance with this Memorandum are desired.

ROEL F. BERMEJO
Schools Division Superintendent

Enclosure: As stated
To be indicated in the Perpetual Index
under the following subjects:

FORMS

SCHOOLS

CLASSROOM SCHOOL BUILDING