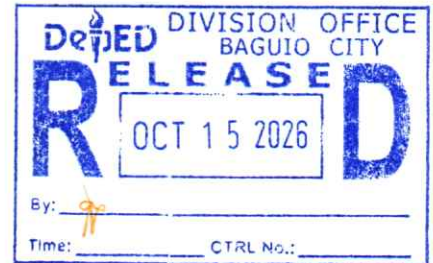




Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY



October 14, 2026

DIVISION MEMORANDUM
No. **709-2026**

**ORIENTATION-MEETING ON THE SELF-VERIFICATION OF FIELD APPRAISAL
AND ASSESSMENT SHEETS (FAAS-BUILDING) FOR THE IDENTIFICATION AND
INTEGRATION OF SCHOOL BUILDINGS**

To: Public Schools District Supervisors
SDO Building Inventory Committee Members
Public School Heads
School Administrative Officers
All Others Concerned

1. To facilitate the verification and reconciliation of public school building records, an **online orientation-meeting** on the self-verification of the Field Appraisal and Assessment Sheets (FAAS-Building) shall be conducted for all public schools.
2. The activity aims to guide schools in reviewing and validating the available FAAS-Building records, identifying existing school buildings that may not yet be reflected in the inventory, and integrating verified information into the appropriate school building inventory records and other related reports. This initiative will also support the ongoing assessment, valuation, and reconciliation of school property records in coordination with the Education and Facilities Section (EFS), the Supply and Property Unit, and the Accounting Section.
3. In this regard, all concerned School Heads are directed to **attend the online orientation-meeting on October 23, 2026, at 9:00 a.m.** and ensure the participation of their respective school building inventory focal persons and School Supply Officers/Property Custodians. The **zoom meeting link will be posted and shared with the concerned participants before the scheduled activity.**
4. The cooperation of all concerned is hereby enjoined to ensure the accuracy, completeness, and consistency of school building records and to facilitate the ongoing reconciliation and updating of the relevant inventory and accounting records.
5. For information, guidance and strict compliance.


SORAYA T. FACULO PhD, CESO V
Schools Division Superintendent

OSDS/SPMU-vgc