



Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
SCHOOLS DIVISION OFFICE OF GENERAL TRIAS CITY  
LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL

05-004  
MAY 30 2025

30 May 2025

**SCHOOL MEMORANDUM**  
**No. 065, s. 2025**

**CREATION OF THE SCHOOL TECHNICAL WORKING GROUP FOR THE NATIONAL INVENTORY DAY**

TO : TEACHERS  
SCHOOL GOVERNING COUNCIL  
EXTERNAL STAKEHOLDERS  
OFFICERS OF STUDENT GOVERNMENT  
ALL OTHERS CONCERNED

Through the issuance of DepEd Memorandum No. 42, s. 2025, titled "2025 *Brigada Eskwela* Implementing Guidelines," particularly Enclosure 2, which outlines the Guidelines on the Implementation of the National Inventory Day, the validation of essential resource data shall be conducted.

The theme for the School Year 2025–2026 *Brigada Eskwela* is "*Sama-sama Para sa Bayang Bumabasa.*" In line with the "*sama-sama*" concept, the National Inventory Day will be community-driven. Consequently, the School Technical Working Group, as specified below, is hereby created and shall be responsible for validating the school's essential data on June 02, 2025 starting 08:00 AM.

| Role   | Name and Designation                                    |  |
|--|---|--|
|  | Internal Stakeholder                                    | External Stakeholder   |
| Accounting the plantilla items and the locally funded personnel  | Naneth P. Salvador, EdD<br>Principal I                  | Eunese P. Loyola<br>AO IV HRMO   |
| Accounting the ICT-related equipment received by the school  | Joy Ann M. Banning<br>ICT Coordinator                   | Mark Joshua Animas<br>IT Officer I   |
| Accounting the revised K-12 textbooks  | Chrismy B. Almonacid<br>LR Coordinator                  | Ma. Criscel R. Negosa<br>EPS – Learning Resource                                       |
| Accounting the clinic, guidance offices, principal's office, canteen, toilets, and other non-instructional rooms | Sharmaine M. Villedo<br>Physical Facilities Coordinator | Engr. Abraham Colocado<br>Division Engineer<br><br>Bernafe M. Ortega<br>SPTA President |
| Accounting the instructional rooms,  | Emmanuel C. Abando<br>Volunteer Teacher                 | Elsa M. Fauni<br>SGC   |

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● Nurture ● Optimize ● Reconstitute ● Transform ● Hearten

|                |               |      |        |
|----------------|---------------|------|--------|
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| Effectivity    | 09.20.21      | Page | 1 of 2 |





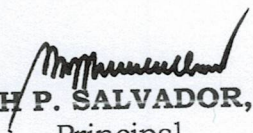


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|   |  |  |
|---|--|--|
| including: classroom chairs and tables, electric fans, SMART TVs, and other relevant materials or equipment for SME and TVL found in each room. | Christine Noelle E. Sugapong<br>SSLG President | Salina Villanueva<br>SGC<br><br>DOLE SPES:<br>Wesly C. Abarquez<br>Gracielle A. Gaduina<br>Dencel Jules G. Gueta<br>Darius Charles Fajardo<br>Jhoana Binag<br>Abby Gail Lumbes |
|---|--|--|

The participation of the community in conducting this activity demonstrates a strong commitment from stakeholders to quality education and transparent basic education governance.

Should you have any question/s or further clarification/s regarding the creation of the School Technical Working Group, please contact Ms. Angel Mae P. Macarandang through email at [angelmae.plata@deped.gov.ph](mailto:angelmae.plata@deped.gov.ph) and through landline number (046) 884-1568.

  
**NANETH P. SALVADOR, EdD**  
Principal

NPS/SM No. 065, s.2025  
05/30/2025

