DepEd-Division of Catanduanes
RECORDS SECTION
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BY: No: 278
DATE: 02 APR 2024 TIME: 3:42

Republic of the Philippines
Department of Education
REGION V - BICOL
SCHOOLS DIVISION OFFICE OF CATANDUANES

UNNUMBERED MEMORANDUM
SGOD-UM-04-02-2024/RCB

To : Assistant Schools Division Superintendent
Chief Education Supervisors, CID and SGOD
Education Program Supervisors, CID and SGOD
Public Schools District Supervisors/In-charge of the District
Public and Private School Heads
All Others Concerned

By Authority of the Schools Division Superintendent:

From : **CECILE C. FERRO, CESO VI**
Assistant Schools Division Superintendent
Officer-In-Charge

Subject: **BASIC EDUCATION INFORMATION SYSTEM (BEIS) SCHOOL YEAR 2023-2024 DATA COLLECTION** AND **NATIONAL SCHOOL BUILDING INVENTORY (NSBI) FOR SY 2023-2024**

Date : April 2, 2024

1. For the information and guidance of all School Heads and others concerned with the attached Memorandum from Usec. Nolasco A. Mempin and Asec. Noel T. Baluyan regarding the above subject matter.

2. The materials can be downloaded and found in this links:

   Basic Education Information System (BEIS) - **https://bit.ly/beis_sy2023-2024**
   National School Building Inventory (NSBI) – **https://bit.ly/497HgFe**.

3. For information, guidance and strict compliance.

Republic of the Philippines
Department of Education
REGION V - BICOL

DEPARTMENT OF EDUCATION
RECORDS SECTION REGIONAL OFFICE NO. V
004492
By: _____ Date: 3/14/24

14 Mar 2024

REGIONAL MEMORANDUM
No. 000326, s. 2024

DISSEMINATION OF THE MEMORANDUM OUA-OUT ON THE BASIC EDUCATION INFORMATION (BEIS) SCHOOL YEAR 2023-2024 DATA COLLECTION

To : Assistant Regional Director
Schools Division Superintendents
Regional Planning Officers
Division Planning Officers
Public and Private Elementary and Secondary School Heads
All Others Concerned

1. For the information and guidance of all concerned, enclosed is a copy of the Memorandum OUA-OUT dated March 8, 2024, titled, "Basic Education Information System (BEIS) School Year 2023-2024 Data Collection".

2. Relative thereto, all Schools Division Superintendents are directed to ensure the collection and generation of quality education data on the indicated timelines. Further, technical assistance must be extended to the Key Persons who are responsible for reporting correct data in the system.

3. Further, the soft copy of the BEIS Data Gathering Forms for School Year 2023-2024 and a copy of the DepEd Order No. 27, 2019 can be accessed through the link below:

https://bit.ly/BEISSY2023-2024DataGatheringForms

4. For queries, kindly communicate with Ms. Mercy S. Castillo of the Policy, Planning, and Research Division through email at pprd.rov@deped.gov.ph.

5. Immediate dissemination of and strict compliance with this Memorandum is desired.

GILBERT T. SADSAD
Regional Director

Encls.: As stated.

Ref.: DepEd Order No. 27. s. 2019 dated September 20, 2019

To be indicated in the Perpetual Index
under the following subjects

DATA GATHERING
FORMS
INFORMATION

PPRD/msc
03/14/2024

Republic of the Philippines
Department of Education
OFFICE OF THE UNDERSECRETARY FOR ADMINISTRATION

OUA-OUT- _____

MEMORANDUM

TO: **MINISTER, BASIC, HIGHER AND TECHNICAL EDUCATION, BARMM**
REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS
REGIONAL PLANNING OFFICERS
DIVISION PLANNING OFFICERS
PUBLIC AND PRIVATE ELEMENTARY AND SECONDARY SCHOOL HEADS
ALL OTHERS CONCERNED

FROM: **NOLASCO A. MEMPIN**
Undersecretary for Administration

NOEL T. BALUYAN
Assistant Secretary for Administration
Officer-in-Charge, Planning Service

SUBJECT: **BASIC EDUCATION INFORMATION SYSTEM (BEIS) SCHOOL YEAR 2023-2024 DATA COLLECTION**

DATE: 08 March 2024

Pursuant to **DepEd Order** (DO) **No. 27, s. 2019** titled **Guidelines on the Yearly Collection of Data/Information Requirements and Validation Processes**, the Department provides the basis for the annual data collection in the Basic Education Information System. It instructs all public and private schools, including State/Local Universities and Colleges offering basic education in the country to update the school profile and other data elements through the accomplished data gathering forms.

With this, the Department remains committed to ensuring the collection and generation of quality education data. This data will aid in allocating crucial resources, budgeting, policymaking, monitoring and evaluation, and improving the delivery of quality basic education in the country. This also recognizes and reiterates the vital role of all personnel across all levels of governance in reporting correct data in the system, as well as in producing accurate statistics that will support the successful implementation of priority programs under the MATATAG Agenda.

For information and guidance, attached in this Memorandum are copies of the BEIS Data Gathering Forms for School Year 2023-2024. These forms capture the revisions and additional data elements/information requirements proposed by the program owners and implementers, as shown below:

1. Government Elementary School Profile
2. Government Junior High School Profile
3. Government Senior High School Profile
4. Private School Profile
5. State/Local Universities and College Profile

Public integrated schools, private schools, and State/Local Universities shall provide information only applicable to them in the abovementioned BEIS data gathering forms.

A. Guide in reporting select data/information requirements in BEIS SY 2023-2024

All School Heads shall be guided accordingly by the following instructions/reminders in the proper reporting of data:

1. Integrated schools (elementary and secondary levels) that share the same facilities such as water supply, electrical supply, internet connectivity, and wash facilities shall report the same data at all levels.

2. If the integrated school has only one electric/water /internet billing for both elementary and secondary levels, the average cost of monthly bills/ maintenance shall be the same for both levels.

3. The number of computers for integrated schools shall be counted based on the recipient level. For example, computers allocated in elementary schools must only be counted in elementary, even if the same computers are used by both elementary and secondary learners.

4. Shift refers to **time schedules corresponding to different sets of classes with different sets of learners** (e.g., morning and afternoon shifts). Night classes are not considered a shifting schedule.

   The implementation of shifting means that there is an existing shortage of the number of classrooms and/or teachers that necessitates conducting classes of different grade levels like in the morning or afternoon.

   Illustration A:

   Due to limited number of rooms in School A, its school head decided that Grades 7 and 9 will conduct their classes in the morning (06:00 a.m. to 12:00 nn) while classes for Grades 8 and 10 will start in the afternoon (01:00 p.m.

to 07:00 p.m.). In this scenario, the school is implementing shifting, particularly **two shifts.**

Illustration B:

With a very large enrollment and limited number of classrooms, School B implemented the following class schedules: Grades 1-2 (06:00 a.m to 10:00 a.m); Grades 3-4 (10:00 a.m. to 02:00 p.m.); and Grades 5-6 (02:00 p.m. to 06:00 p.m.). Given the circumstances, School B is implementing **three shifts.**

5. **For suicide and attempted suicide, only cases with proper documentation can be reported.** Cases related to suicide can only be defined and confirmed through a process of collaboration, investigation, and validation with relevant professionals including authorities, medical officers, and/or guidance counselors or mental health coordinators or social worker involved in the case of the learners. Please refer to Annex A, Section III of OUOPS No. 2023-06-7518 for interim guidelines on validation of data regarding suicide incident reporting.

6. The standards for group handwashing facilities entail that such facilities can accommodate at least of ten (10) learners for Elementary and at least four (4) learners for JHS/SHS. Existing handwashing facilities designed for group handwashing that do not meet these standards or fall below them shall be reported under the category of "Facilities for individual handwashing."

7. In private schools and state/local universities and colleges offering elementary, junior high school, senior high school, or any of both levels, if the computers, toilets, laboratories, classrooms, and other facilities are commonly used or shared by different grade levels or level of education, the following shall be counted to both levels (i.e., elementary, and junior high school or junior high school and senior high school).

B. Data Validation

The Department would like to reiterate that the program focal person in the division shall jointly validate with the Division Planning Officer their program data. The program focal person shall sign the forms to ascertain that the data reported are correct and validated.

Data Elements	Division Focal Person
Curriculum-related data on learners (IP, Muslim ED, SPED)	EPS-in-Charge of Special Programs (ALS, SPED, Sports, Madrasah, IPED, Multi-Grade)
DRRM and other related activities	DRRM Coordinator

Teaching and Non-Teaching Personnel Data	HR Personnel
Computer, Internet, and other ICT	Information Technology Officer
MOOE	Finance Personnel
Instructional/Non-Instructional Rooms including electricity, water and other sanitation facilities, School Location, Travel details	Education Facilities Personnel/Legal Officer
School Health Nutrition including solid waste management, tobacco control	Health and Nutrition Personnel
School Sports	Sports Coordinator
School Government Program	SPG Coordinator
School Government Program (Youth Formation, SPG, SSG)	Youth Formation Coordinator

At the division level, **online validation shall be done by the Division Planning Officers** while the **Division Focal Persons should be responsible for paper or table validation of the forms**. In case there are errors in the accomplished forms submitted by the schools, they should be informed of the findings and requested to rectify such errors.

Likewise, **100% table validation of submitted templates by the program coordinators shall be done**. Large and very large divisions may adopt applicable strategies to facilitate the validation process.

School Heads are also reminded that they shall be responsible for validating the accuracy and correctness of the data reported by their school.

C. TIMELINES

Activities	Schedule
Start of BEIS SY 2023-2024 Encoding	March 25, 2024
End of BEIS SY 2023-2024 Encoding	May 31, 2024
Data Validation	May 1-31, 2024

For any clarifications, please do not hesitate to contact the Planning Service-Education Management Information System Division through their email address **ps.emisd@deped.gov.ph**.

Republic of the Philippines
Department of Education
REGION V - BICOL

DEPARTMENT OF EDUCATION
RECEIVED
005086
By:
Date: 3-25-24

21 Mar 2024

REGIONAL MEMORANDUM
No. 000371, s. 2024

DISSEMINATION OF THE MEMORANDUM OUA-OUT ON THE GUIDELINES IN THE CONDUCT OF THE NATIONAL SCHOOL BUILDING INVENTORY (NSBI) FOR SY 2023-2024

To : Assistant Regional Director
Schools Division Superintendents
Assistant Schools Division Superintendents
Chiefs ES for PPRD, ESSD, and SGOD
RO/SDO Engineers
RO/SDO Planning Officers
SDO Supply Officers
School Heads
All Others Concerned

1. For the information and guidance of all concerned, enclosed is a copy of the Memorandum OUA-OUT dated March 11, 2024, titled "Guidelines in the Conduct of the National School Building Inventory (NSBI) for SY 2023-2024," the Answering Guide, and the NSBI Data Gathering Forms found in this link **https://bit.ly/497HgFe**.

2. For clarifications, please contact Ms. Mercy S. Castillo of PPRD at pprd.rov@deped.gov.ph. and Engr. Daisy Z. Moratalla of ESSD at essd.rov@deped.gov.ph.

3. Immediate dissemination of and strict compliance with this Memorandum is desired.

GILBERT T. SADSAD
Regional Director

Encls.: As Stated.

Refs.: DepEd Memorandum OUA-OUT dated March 11, 2024

To be indicated in the Perpetual Index
under the following subjects

BUILDING
FACILITIES
FURNITURES
INVENTORY
SCHOOLS

PPRD/msc
03/21/2024

Republic of the Philippines
Department of Education
OFFICE OF THE UNDERSECRETARY FOR ADMINISTRATION

OUA-OUT- _____

MEMORANDUM

TO: **MINISTER, BASIC, HIGHER AND TECHNICAL EDUCATION, BARMM**
REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS
REGIONAL PLANNING OFFICERS
ALL OTHERS CONCERNED

THRU: **EPIMACO V. DENSING III**
Undersecretary for School Infrastructure & Facilities

NOLASCO A. MEMPIN
Undersecretary for Administration

FROM: **NOEL T. BALUYAN**
Assistant Secretary for Administration
Officer-in-Charge, Planning Service

SUBJECT: **GUIDELINES IN THE CONDUCT OF THE NATIONAL SCHOOL BUILDING INVENTORY (NSBI) FOR SY 2023-2024**

DATE: 11 March 2024

The Department of Education continuously commit to improve the quality of education by providing safe and conducive learning environment through construction of more school buildings, other infrastructure, and facilities for schools. Furthermore, the Department recognizes the importance of maintaining a complete and accurate inventory of school infrastructure, including buildings, classrooms, furniture, and other facilities to be used in planning, budgeting, resource allocation, and decision making.

In preparation for the budget deliberations for the Fiscal Year 2025, there will be an update of the National School Building Inventory for SY 2023-2024 to capture the updated inventory of school infrastructure and other facilities. This will serve as basis for adjusting classroom requirements to ensure the safe operation of schools.

This Memorandum outlines the guidelines for the conduct of the NSBI, including the procedures, timelines, and roles and responsibilities of concerned personnel across all levels of governance. All public schools offering elementary, junior high schools and senior high schools are required to comply with the prescribed guidelines and actively participate in collecting and encoding NSBI data in the Basic Education Information System.

I. PROCEDURES

In order to collect, encode, and report accurate and high-quality data in the NSBI Module, personnel at the school level shall observe the following:

a. The school head conducts the School Building Inventory and manually accomplish the NSBI Data Gathering Forms.
b. Review, encode and validate the inventory.
c. Submit two (2) signed copies of duly accomplished forms to the Schools Division Office (SDO), Attention: Division Engineer.

Should there be errors in encoding the data in the system, the School Head shall notify the SDO of any error committed through a letter addressed to the Division Planning Officer (System related) and Division Engineer (NSBI Forms).

II. ROLES AND RESPONSIBILITIES

All DepEd personnel across all levels of governance shall perform their respective roles and responsibilities in accordance with those enumerated below:

DepEd Central Office	Responsible Office/Personnel
Provide technical assistance on the orientation of very large SDOs (*when necessary*)	SIF-EFD, PS-EMISD
Update the system and provide a facility to print generated data for verification purposes	ICTS-USD
Regional Office	
Provide technical assistance on the orientation and implementation for large and very large SDOs	PPRD, Regional Engineer
Monitor status of submissions of SDOs	PPRD
Assist in the onsite validation to schools	Regional Engineer
Division Level	
Orient School Heads (by cluster)	SGOD-PRS, Division Education Facilities Section (EFS), Supply Office
Create BEIS accounts for Engineers (plantilla) with editing facilities (*provided*	SGOD-PRS

that necessary clearances from School Head and SGOD are secured)	
Provide technical assistance to schools on queries regarding NSBI forms, system, and processes	SGOD-PRS, Division Education Facilities Section, Supply Office
Monitor and validate submissions from schools	SGOD-PRS, SPC, EFS
School Level	
Conduct actual school building inventory	School Head
Submit signed NSBI forms to SGOD	
Encode NSBI data in the BEIS	

III. NSBI FORMS

The NSBI Data Gathering Forms for SY 2023-2024 (*see Annex A*) consist of eight (8) tables, some of which have new data requirements that schools need to accomplish in the reporting of the NSBI. The NSBI Data Gathering Forms can be accessed and downloaded from the BEIS.

Table	Title
Table 1	Summary of Existing Building
Table 2	Existing Rooms per Building
Table 3	Number of Temporary Learning Space/s (TLS) & Makeshift Room/s
Table 4a	Existing Number of Water and Sanitation Facilities
Table 4b	Existing Number of Stand-Alone Water and Sanitation Facilities
Table 5	Existing Number of Usable Furniture
Table 6	Other Facilities/Amenities
Table 7	Access Going to School

The NSBI Data Gathering Forms were updated with the inclusion of new data elements as a result of DepEd's reportorial commitment to other agencies related to school buildings and facilities. For proper guidance and information, an Answering Guide (*see Annex B*) that contains the common definitions and examples will be disseminated to all concerned personnel.

Table	New Data Element
Table 1	Building PWD Accessible
Table 2	Room Condition: For Condemnation Condemned/For Demolition

Accomplished NSBI Data Gathering Forms shall be signed by the following school and division personnel attesting the accuracy and veracity of the encoded and reported data in both printed copy and in the system, as shown below:

Division Level	
Site Validation	Division Engineer
System Verifier	Planning Officer
School Level	
NSBI Data Gathering Forms	School Head
System Validation	

IV. PROCESS IN DETERMINING THE SCHOOL COORDINATES (LATITUDE/LONGITUDE)

In determining the school coordinates, the location of the flagpole shall serve as the reference point. The School Head may use devices such as mobile phones, smartphones (iOS or Android phones), tablets, or laptops to open Google Maps and identify the latitude and longitude of the school to ensure accuracy of the information or data.

Using smartphones/tablets:

1. Turn on the GPS on your device.
2. Open Google Maps.
3. Navigate the location you want to find the coordinates. You can scroll and zoom to locate it.
4. Tap and hold to the specific location. A red pin will appear at the determined location.
5. The coordinates will appear on the Search bar; then, copy or take a screenshot of the coordinates.

Using laptops:

1. Open your browser (Google Chrome, Mozilla Firefox, or any other browser).
2. Type Google Maps in the Search bar.
3. Navigate to the location you want to determine the coordinates. Use the scroll wheel to zoom in/out of the location.
4. Right-click on the location.
5. Click on the coordinates and copy them.

For samples of the processes in determining the school coordinates, please refer to Annex C.

V. VALIDATION QUOTA

Paper and onsite validation of NSBI data shall be conducted by the Division Engineers while the Division Planning Officers will verify the accuracy of the data encoded in the system.

The criteria or quota for the data validation will depend on the category/size of the division as shown below:

Category/Size	Criteria/Quota
Small	100% of schools data validated
Medium	At least 80% of schools data validated
Large	At least 60% of schools data validated
Very Large	At least 40% of schools data validated

VI. TIMELINES

All personnel involved in the data collection, encoding, validation, and monitoring for the NSBI for School Year 2023-2024 shall be guided accordingly on the following timelines as shown below:

Activity	Timeline
Orientation on NSBI for SY 2023-2024	Starting March 22, 2024
Encoding of NSBI Data	March 25, 2024
Validation of NSBI Data	May 1-31, 2024
End of Encoding in the System	June 01, 2024

The cut-off date of the data to be reported in the NSBI is as of **February 29, 2024**.

VII. MONITORING AND EVALUATION

The Policy, Planning, and Research Division (PPRD) through the Regional Planning Officer (RPO) shall monitor the status of submission by Schools Division Offices (SDO). The SDOs shall do the same to all schools under their respective jurisdiction. Also, the Division Planning Officer (DPO) and the Division Engineer shall provide necessary support in the form of technical assistance to schools with difficulties in encoding NSBI data.

The DepEd Central office through the Planning Service-Education Management Information System Division (PS-EMISD) shall inform all regions and divisions their respective statuses of submission and validation in coordination with the Regional Planning Officer.

Updates and changes in the encoding and reporting of NSBI data will only be disseminated through issuance of an Advisory or a Memorandum.

VIII. CONTACT SUPPORT

For clarifications and queries, please contact the following offices:

School Infrastructure and Facilities – Education Facilities Division (SIF-EFD)

Landline:	(+63) 28 633 7263 / (+63) 28 638 7110 / (+63) 28 636 4877
Email:	ousif.efd@deped.gov.ph
Address:	5th Floor, Mabini Building, DepEd Complex, Meralco Avenue, Pasig City

Planning Service – Education Management Information System Division (PS-EMISD)

Landline:	(+63) 28 638 2251 / (+63) 28 635 3986
Telefax:	(+63) 28 635 3986
Email:	ps.emisd@deped.gov.ph
Address:	2nd Floor, Alonzo Building, DepEd Complex, Meralco Avenue, Pasig City

Information and Communication Technology Service – User Support Division (ICTS-USD)

Landline:	(+63) 28 636 4878 / (+63) 28 633 2658
Mobile:	(+63) 939 436 1390 (SMART) / (+63) 977 771 2285 (GLOBE)
Email:	support.ebeis-lis@deped.gov.ph / icts.usd@deped.gov.ph
Facebook:	www.facebook.com/groups/lis.helpdesk/
Address:	2nd Floor, Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City

For immediate dissemination and strict compliance.

Department of Education
School Building Inventory Form
(as of February 29, 2024)

ANSWERING GUIDE

School Location	Refers to the specific location of the school in terms of the longitude and latitude (coordinate system by means of which the position or location of any place on Earth's surface can be determined and described).
Longitude	Refers to the angular distance of a place east or west of the meridian at Greenwich, England, or west of the standard meridian of a celestial object, usually expressed in degrees and minutes.
Latitude	Refers to the angular distance of a place north or south of the earth's equator, or of a celestial object north or south of the celestial equator, usually expressed in degrees and minutes.

Table 1. Summary of Existing Building

[1] **Building Name/Number** — Refers to the name or number of the building in the school.

[2] **Building Type** — Refers to the different design of school buildings within the school site.

Deped National Funded Building Types	Start of Implementation
Academic Classroom Buildings:	
Army Type School Building	*1957*
Bagong Lipunan School Building (BLSB) Type I	*1975*
Bagong Lipunan School Building (BLSB) Type II	
Bagong Lipunan School Building (BLSB) Type III	*1975*
DepED Modified School Building (7 x 7)	*2006*
DepED Standard School Building	*2005*
DPWH-BOD School Building	
FVR 2000 Building	*2000*
Gabaldon School Building	*1920*
Home Economics Building	*2005*
Imelda Type school Building	*1983*
Industrial Arts Building	*2005*
Learning and Public Use School (LAPUS) Building	*2007*
Magsaysay Type	*1950*
Marcos Pre-Fabricated School Building (Marcos Type)	*1970*
Multi-Purpose Workshop Building	*2006*
Pre-School/Kindergarten Building	*2011*
Public-Private School Infrastructure Project (PSIP School Building)	*2013*
Readily Assembled Multi-Option Shelter (RAMOS) Type	
Science Laboratory Building	*2006*
Public-Private Partnership (PPP)	
Ramos Demountable School Building	
Pre-FAB	
Technical Vocational School Buildings:	
Aqua-Culture NC II Building	*2013*
Automotive Servicing NCII Building	*2013*
Beauty Care NC II Building	*2013*
Carpentry NC II Building	*2013*
Commercial Cooking NC II Building	*2013*
Consumer Electronic Technician NC II Building	*2013*
Dress Making NC II Building	*2013*
Electrical Installation Maintenance NC II Building	*2013*
Food Processing NC II Building	*2013*
Shielded Metal Arc Welding NC II Building	*2013*
State of the Art Tech Voc Bldg	

LGU Funded Building Types
Joson Type
Ynares Type
Provincial School Board
Municipal Building
Espino Building
UMALI Building
Tulagan Building
Violago Type
Gonzales Type
Joey Lina Building
Lazaro Building
Agbayani Bldg.
Celeste Building
Rodriguez Building
Alfelor Type
Estrella
Mandanas Building
Montelibano Type
San Luis Building
Deloso Type Building
Maliksi Building
Lajara Type Building
Gatuslao Building
Luna Building
Dy Building
Espino
Gwen Bldg.
Mathay Building
Agbayani Type
Duque Building
Gustilo Type
Others

Foreign Funded Building Types	Start of Implementation
Economic Support Fund (ESF) School Building	*1985*
JICA - Educational Facilities Improvement Program (EFIP)	*1994*
Government of Spain-Spanish Grant School Building	
SBP4BE Building-AusAid	*2013*
Secondary Education Development Improvement Program (SEDIP)	
Secondary Education Development Program (SEDP)	*2002*
SPHERE Building - Ausaid	*2011*
Third Elementary Education Projecy(TEEP) Schiool Building	*1999-2006*
JICA - Typhoon Resistant School Building Program (TRSBP)	*1988*
Others	

Private Sector Funded Building Types
Federation of Filipino Chinese Chamber of Commerce and Industry, Inc. (FFCCCII) School Building
Little Red School House - Coca-Cola Philipiines
ABS- CBN School Building
GMA Kapuso School Building
Private Foundation Building
Security Bank School Building
Petron School Building
Plan International School Building
AGAPSchool Building
Aboitiz School Building
PAMANA School Building
RPN School Building
Rotary School Building
Lions Club School Building
Jolibee School Building
Mc Donald School House
KABISIG School Building
Gawad-Kalinga School Building
PLDT Schoolm Building
SM Foundation School Building
TZU CHI Foundation School Building
Ayala School Building
JAYCEES School Building
Philip Morris School Building
RC Cola Building
DMCI School Building
KIWANIS School Building
SteelTech School Building
Others

House of Representative / Senate Funded Building Types
Gonzales Type
Cojuangco Building
Umali
Maceda
Chipeco Type Building
Tanada Building
Villareal Building
Ferrer
Bayan Muna
Angara Building
Abaya Type
Fuentebella Building
Joson Type Building
Legarda Building
Drilon Building
Enverga Building
Andaya
Diaz Type
Recto Building
Enrile Building
Alvarez
Loren Legarda Building
Cibac
Lagman Type
Romulo
Serbisyong Suarez Building
Syjuco Building
Villareal Bldg.
Antonino
Arenas
Others

Other National Government Agency Funded Building Types
DOST Science Laboratory Building
PAGCOR School Building
KALAHI-CIDSS
PAG-IBIG
Others

[3] Fund Source/s	Refers to the source of budget for construction of buildings and rooms.
DepEd National Funded	Refers to the school building funded by DepEd.
LGU Funded	Refers to the school building funded by LGUs. (Provincial, City and Municipality)
Foreign Funded	Refers to the school building funded by foreign institution.
Private Sector Funded	Refers to the school building funded by private corporations, companies, individuals and associations.
House of Representative / Senate Funded	Refers to the school building funded through the house of representatives/senate. (CDF, PDAF, etc.)
Other National Government Agency Funded	Refers to the school building funded by other government agencies.
Note: If building has multiple fund source, specify in column 3.	

[4] Specific Fund Source/s	Refers to the specific source of budget for construction of buildings and rooms.
DepEd Budget	
Alumni	
JICA	
Worldbank	
AusAid	
Coca-Cola Philippines	
Others	
Note: If building has multiple specific fund source, specify in column 4.	

[5] Building Condition	Refers to the current phyiscal state of a building.
Good Condition	Refers to a building which does not need repair.
Needs Minor Repair	Refers to the repair or replacement of school building components which are not subjected to critical structural loads and stresses and which are estimated to cost ***less than fifty thousand (Php 50,000)*** of the cost of a standard building unit such as repair of windows, doors, partitions and the like.
Needs Major Repair	Refers to the repair or replacement of school building components which are subjected to critical structural loads and stresses and which are estimated to cost ***fifty thousand (Php 50,000) or more*** of the cost of a standard building unit such as roof frames, posts and exterior walls.
On-going Construction	Refers to the school building that are not yet completed.
For Completion	Refers to a building which was not completed according to the design (e.g. one storey building was completed using a two storey design building plan).
For Condemnation	Refers to the school building that are not safe for occupancy and not currently used but without official declaration from the Municipal/City Engineer.
Condemned/For Demolition	Refers to a building officially declared by the Municipal/City Engineer to be dangerous to the life, health, property or safety of the public or its occupants.

[6] Number of Storeys	Refers to the number of levels/floors in a building.

[7] Number of Rooms	Refers to the number of rooms.

[8] Year Completed	Refers to the specific year when a building was completed and officially turned over to the school.

[9]**Classification of Building**	Refers to the classification of how the building is constructed.
Permanent	Made of strong and durable materials, 80% of which is concrete (including Gabaldon Buildings).
Semi-Permanent	Made of a combination of materials such as concrete and 80% lumber.

[10]**Is building PWD accessible?**	Refers to school buildings that have at least one functional ramp and functional bathroom as assessed in Table 5. These buildings are compliant with the BP No. 344 (Accessibility Law) and the RA No. 7277 (Magna Carta for Disabled Persons) which aims to make all buildings in the country accessible to persons with disabilities (PWDs).

[11]**Have undergone major repair for the last 5 years?**	Refers to the building which underwent repair within the last 5 years.

[12]**With Certificate of Acceptance?**	Refers to newly constructed school buildings duly accepted by DepEd thru the Principal/School Head by way of signing of the Certificate of Acceptance.

[13]**Is the school building included in the DepEd Book of Accounts?**	Refers to buildings that were already booked as assets of DepEd following standard accounting procedures for the transfer and booking-up of the subject facilities.

[14]**Building Materials**	Refers to the materials used during the construction of the building.
Concrete	Refers to the heavy, rough building material made from a mixture of broken stone or gravel, sand, cement, and water.
Wood	Refers to the hard fibrous material that forms the main substance of the trunk or branches of a tree or shrub.
Steel	Refers to the hard, strong, gray or bluish-gray alloy of iron with carbon and usually other elements, used extensively as a structural and fabricating material.
Plastic	Refers to the synthetic material made from a wide range of organic polymers such as polyethylene, PVC, nylon, etc., that can be molded into shape while soft and then set into a rigid or slightly elastic form.
Stone	Refers to the hard solid nonmetallic mineral matter of which rock is made, especially as a building material.
Glass	Refers to the hard, brittle substance, typically transparent or translucent, made by fusing sand with soda, lime, and sometimes other ingredients and cooling rapidly. It is used to make windows, drinking containers, and other articles.

[15]**Date of Acquisition**	Refers to the date of acceptance of the building.

[16]**Acquisition Cost**	Refers to the amount/cost of the building upon acquisition.

[17] **Book Value**	Acquisition Cost less Depreciation Cost plus Cost of Repair plus Accumulation Cost.

[18]**Insurance Information**	Refers to the current Insurance Policy of the building (state if none).

Table 2. Existing Rooms per Building

[19] **Room Number**	Refers to the number assigned to a room.

[20]**Room Condition**	Refers to the current physical state of a room.
Good Condition	Refers to a room which does not need repair.
Needs Minor Repair	Refers to the repair or replacement of room components which are not subjected to critical structural loads and stresses and which are estimated to cost ***less than fifty thousand (Php 50,000)*** of the cost of a standard room unit such as repair of windows, doors, partitions and the like.
Needs Major Repair	Refers to the repair or replacement of room components which are subjected to critical structural loads and stresses and which are estimated to cost ***fifty thousand (Php 50,000) or more*** of the cost of a standard room.
For Condemnation	Refers to the school building that are not safe for occupancy and not currently used but without official declaration from the Municipal/City Engineer.
Condemned/For Demolition	Refers to a building officially declared by the Municipal/City Engineer to be dangerous to the life, health, property or safety of the public or its occupants.

[21]**Room Usage**	Refers to the following: *Instructional Rooms* *Non-instructional Rooms* *Combination*

[22]**Actual Usage/s**	Refers to the manner by which a room is currently being utilized, it should correspond to the number of usages (e.g. If the room is shared by two SPED classes held at the same time, actual usage is SPED classroom and SPED classroom).
Instructional	Refers to rooms use for academic purposes: Classroom SPED, Classroom Elementary (Kindergarten, Grade 1, 2,3,4,5,6), Classrooom JHS (Grade 7,8,9,10), Classroom SHS (Grade 11, 12), ALS Room, Audio Visual, Computer Room, Industrial Arts Room, Home Economic Room, Science Laboratory, Speech Laboratory, Research Laboratory, Not Currently Used, Others.
Non-Instructional	Refers to rooms use for non-academic purposes: Library/Learning Resource Center, Canteen, Clinic, Conference Room, Offices, Faculty Room, Museum, Supply Room, Conference Room, Data File Room/Records Room, Student Co-Curricular Center, Youth Development Center, Not Currently Used, Others.
Combination	Refers to the combination of instructional and non-instructional purposes: Combination of Instructional and Non-Instructional.

[23]**Room Dimension (in Meters)**	Refers to the size of a room specifying the width and length (WxL). Width refers to the side of the chalkboard while length refers to the side of the window.

Table 3. Number of Temporary Learning Space/s (TLS) & Makeshift Room/s

[24] **Temporary Learning Space/s (TLS)**	Refers to temporary structures provided to calamity-stricken areas/schools to ensure continuity of teaching and learning activities. It is intended for short-term use of schools while waiting for construction and/or rehabilitation of permanent classrooms.
[25] **Number of Classes / Sections using Temporary Learning Space/s**	Refers to the number of classes or sections using Temporary Learning Space/s.
[26] **Makeshift Room/s**	Refers to classrooms made of non-standard or substitute materials and temporary in nature. It is usually made of used/salvaged materials or any material available/found on site.
[27] **Number of Classes / Sections using Makeshift Room/s**	Refers to the number of classes or sections using makeshift room/s.

Table 4A & 4B. Existing Number of Water and Sanitation Facilities & Stand-Alone Water and Sanitation Facilities

[28] **Functional Toilet Bowls**	Refers to the serviceable toilet bowls. (Male, Female, PWD, Shared) For PWD toilet bowls it should be with nearby grab bars on the wall.
[29] **Non-Functional Toilet Bowls**	Refers to the non-serviceable toilet bowls.
[30] **Sink/Washbasin**	Refers to a sink or washbasin.
[31] **Urinals**	Refers to the bowls or other receptacles, typically attached to a wall in a restroom, into which men may urinate.
[32] **Urinal Trough**	Refers to a long, narrow open container used for urinating.
[33] **Septic tank**	Refers to a sewage-disposal unit used for homes/schools not connected to sewer lines. It consists ordinarily of either a single or double compartment of concrete buried in the ground, so designed that settled sludge (waste) is in contact with the waste water as it flows through the tank and then to a drain field. Solids are decomposed by the anaerobic bacterial action of the sludge.
[34] **Faucets**	Refers to a device by which water flows. It is may be with or without water supply.
Stand-Alone Water and Sanitation Facilities	Refers to water and sanitation facilities that houses a certain number of bowls, urinals and faucets and were constructed separately from the school buildings.

Table 5. Existing Number of Usable Furniture

[35]Kinder Modular Table	Refers to the standard modular table used by kindergarten learner.
[36]Kinder Chair	Refers to the chair used by kindergarten learner.
[37]Armchair	Refers to a usable armchairs in the school, regardless of material (wood, plastic).
[38]School Desk	Refers to a usable two-seater desks in the school.
[39]Other Classroom Table	Refers to the table used by learner in the classroom not mentioned in this *Table*.
[40]Other Classroom Chair	Refers to the chair used by learner in the classroom not mentioned in this *Table*.
[41]DepEd New Design 2-Seater Table and Chair	Refers to the new design of school furniture of which 1 set is equal to 2 chairs and 1 table on wood and steel finishes.

Table 6. Other Facilities/Amenities

[42]Covered Court	Refers to an area within the school campus covered by roof and usually supported by steel trusses. It is commonly used for school activities like sports, physical exercises and other activites of the school.
[43]Gymnasium	Refers to a room or building within the school equipped for gymnastics, games, and other physical exercises. It is also often used as venue for various indoor school programs and activities and some others even has spectator accomodations (bleachers).
[44]Solar Panel	Refers to a set/s of panel/s designed to absorb the sun's rays as a source of energy for generating electricity for the school building or other facilities.
[45]Permanent Perimeter Fence	Refers to a permanent structure used to demarcate the perimeter of the school to prevent access.
[46]Temporary Perimeter Fence	Refers to a structure that has the same purpose as a permanent perimeter fence but is temporary in nature and may not be as sturdy as a permanent one.
[47]Flood Marker	Refers to a graduated post or pole to record the high water mark during a specific flood.
[48]Playground	Refers to an outdoor area specifically provided for learners to play on.
[49]School Garden	Refers to an area used for growing plants.
[50]Entrance Gate	Refers to a barrier used as an entrance of the school, which can be closed and locked beyond school hours.
[51]Exit Gate	Refers to a barrier used as an exit of the school, which can be closed and locked beyond school hours.
[52]Bike Racks	Refers to the a row of frames where bikes can be securely left or parked.
[53]Paved Pathway from Entrance Gate to Building	Refers to a completely paved pathway which connects the entrance gate to the nearest building. Pathway must be at least 1.5 meters wide.
[54]Pathway Cover or Roofing	Refers to the completely roofing or cover of the paved pathway from entrance gate to the nearest building.

Table 7. Access going to School

[55]Type of Access Road	
Paved	Refers to the road that is constructed, hard, smooth surface made of asphalt, concrete, or other pavement suitable for walking or driving.
Unpaved	Refers to the road that is not covered with a firm, level surface of asphalt, concrete, etc.
Levelled	Refers to the road on a horizontal plane and having a surface of completely equal height.
Unlevelled Rough Road	Refers to the road that is not smooth; uneven or irregular ground, rough grazing , covered with scrub, boulders, etc.
On-going Construction	Refers to the road that is being built in the area.

[56]Accessible by Type of Transportation
Private 4-Wheel Vehicle
Private Motorcycle
Boat
UV Express
Pedicab
Tricycle
Jeepney
Habal-habal
Train
Bus
Walking/Hiking