



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF MISAMIS ORIENTAL

**Office of the Schools Division
Superintendent**

May 2, 2023

DIVISION MEMORANDUM

No. 256 s. 2023

CONDUCT OF NATIONAL SCHOOL BUILDING INVENTORY FOR SY 2022-2023

To: Public Schools District Supervisors
Public Elementary and Secondary Schools Administrators
Schools Property Custodian
School ICT Coordinators
Division National School Building Inventory Committee
All Others Concerned

1. Pursuant to DepEd Memorandum No. OUA-OUT-031523-004, S. 2023, DepEd is going to conduct the National School Building Inventory of Public School Buildings for School Year 2022-2023. This aims to collect and encode an accurate and complete data of school infrastructure and other facilities to support data-driven and evidenced-based planning, budgeting, resource allocation, and decision-making.

2. In this regard, all public schools are directed to take part in the annual collection and updating of the School Building Inventory. Enclosed in this memorandum are the following:

- a. Guidelines in the Conduct of NSBI for SY 2022-2023
- b. School Building Inventory Form
- c. Answering Guide

3. Other reference materials such as system user guide can be accessed through this link - <https://bit.ly/nsbi2022-2023>

4. All personnel involved in the data collection, encoding, validation, and monitoring of NSBI for SY 2022-2023 shall be guided accordingly of the following timelines:

Activity	Timeline
Start of Conduct of School Building Inventory	May 2, 2023
Encoding of NSBI Data	May 8-26, 2023
On-Site Validation of NSBI Data	May 15-31, 2023
Closing of the System	June 1, 2023



5. Furthermore, an On-Site Validation shall be conducted by the Division National School Building Inventory Team starting May 15-31, 2023. This is to ensure accuracy and quality of data to be reported and submitted. The team is composed of the following:

- ERLINDA G. DAEL, PhD, ASDS
- SANDY L. SIMO, Division Engineer
- ARSENIO V. SAYASA JR., Division Engineer
- MARIE JO T. ASA, Division Engineer
- EDWIN L. GAMOROT, Planning Officer III
- ADORA ANGELICA BAHIAN, Statistician Aide I
- ELEONOR P. CRUZ, Supply Officer III
- ROLITO G. GAMAO, Administrative Assistant II
- LARRY F. MADRIDANO, Administrative Aide IV

6. Travelling expenses, board and lodging and other incidental expenses incurred by the Division NSBI Team Validators during On-Site School Validation shall be charged against Division MOOE fund subject to the usual accounting, auditing rules and regulations.

7. Immediate dissemination of and strict compliance with this Memorandum is directed.

For the Schools Division Superintendent


ERLINDA G. DAEL, PhD, CESE
Assistant Schools Division Superintendent
Officer In-charge 

EDILBERTO L. OPLENARIA, EdD, CESO V
Schools Division Superintendent

Encls.: As stated

References: DepEd Memorandum OUA-OUT-031523-004 S. 2023

To be indicated in the Perpetual Index
under the following subjects:

COMMUNICATIONS
INVENTORY

SCHOOL BUILDING
PHYSICAL FACILITIES



Republika ng Pilipinas
Kagawaran ng Edukasyon

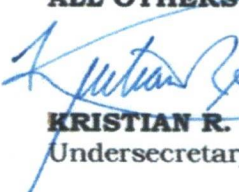
Tanggapan ng Pangalawang Kalihim sa Pangangasiwa

OUA-OUT-031523-004

MEMORANDUM

15 March 2023

FOR : **UNDERSECRETARIES
ASSISTANT SECRETARIES
REGIONAL DIRECTORS
MINISTER OF BASIC, HIGHER, AND TECHNICAL EDUCATION
(MBHTE), BARMM
SCHOOLS DIVISION SUPERINTENDENTS
PUBLIC ELEMENTARY AND SECONDARY SCHOOL HEADS
ALL OTHERS CONCERNED**

FROM :  **KRISTIAN R. ABLAN**
Undersecretary for Administration

SUBJECT : **GUIDELINES IN THE CONDUCT OF THE NATIONAL SCHOOL
BUILDING INVENTORY (NSBI) FOR SY 2022-2023**

In line with the Department of Education's (DepEd) efforts to improve and accelerate the delivery of basic education facilities and services, the Department recognizes the importance of having a complete and accurate inventory of school infrastructure and its inclusions—buildings, classrooms, furniture, and other facilities—to support data-driven and evidence-based planning, budgeting, resource allocation, and decision making.

In this regard, there will be an updating of the **National School Building Inventory (NSBI) for School Year (SY) 2022-2023** as part of the annual collection and encoding of accurate and comprehensive inventory of school infrastructure and other facilities of DepEd in preparation for the budget for the Fiscal Year (FY) 2024. This also aims to gather recent data of all public schools nationwide to address new parameters of classroom requirements for the safe operations of schools post COVID-19 pandemic.

The guidelines for the conduct of NSBI, including the procedures, timelines, and roles and responsibilities of concerned personnel across all governance levels in the basic education are outlined in the succeeding portion of this Memorandum. All public schools offering elementary, junior high school, and senior high school shall comply with the prescribed guidelines set forth in this Memorandum and actively participate in collecting and encoding data in the Basic Education Information System (BEIS).

Office of the Undersecretary for Administration

Department of Education - Central Office, Room 508, 5th Floor Mabini Building,
Meralco Avenue, Pasig City; Landline 8638-1780
Email: useforadministration@deped.gov.ph

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. Organize a School Building Inventory Committee composed of the following:
 - School Head (as Chairperson)
 - School Property Custodian (SPC)
 - Engineering Facilities Coordinator (EFC)
 - BEIS Coordinator
- b. Hold a meeting to discuss procedures in conducting the inventory
- c. Conduct the School Building Inventory and manually accomplish the NSBI Data Gathering Forms
- d. Review and validate the inventory by the School Head
- e. Submit two (2) signed copies of duly accomplished forms to the Schools Division Office (SDO)
- f. Validate and issue approval (by SDO through the School Governance and Operations Division or SGOD) to the school for online encoding of data in the BEIS

Should there be errors in encoding the data in the system, the School Head shall notify the SDO of any error/s committed through a letter addressed to the Division Planning Officer.

II. ROLES AND RESPONSIBILITIES

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

DepEd Central Office	Responsible Office/s
Orient the Regional and Schools Division Offices on NSBI	PS-EMISD, SIF-EFD, ICTS, AS-AMD
Provide technical assistance on the orientation of very large SDOs (when necessary)	PS-EMISD
Update the system and provide a facility to print generated data for verification purposes	ICTS-SDD
Regional Office	
Provide technical assistance on the orientation and implementation for large and very large SDOs	PPRD, Regional Engineer
Monitor and validate submissions from schools	PPRD, Regional Engineer
Division Level	
Orient School Heads, Property Custodians, Education Facilities or BEIS Coordinators (by cluster)	SGOD-PRS, Division Engineers (including COS Engineers assigned in SDOs), Supply Officer
Create BEIS accounts for Engineers (plantilla)	SGOD-PRS
Provide technical assistance to schools on queries regarding NSBI forms, system, and processes	Division Planning Officer, Division Engineers, Supply Officers
Monitor and validate submissions from schools	SGOD-PRS, SPC, EFC, BEIS Coordinator

School Level	
Conduct actual School Building Inventory	School Head, SPC, EFC, BEIS Coordinator
Submit signed NSBI forms to SGOD	School Head
Encode NSBI data in the BEIS	School Head/BEIS Coordinator

III. NSBI FORMS

The NSBI Data Gathering Forms for SY 2022-2023 (see Annex A) consists of seven (7) 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 NSBI.

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. Summary of Existing Building	Number of Functional Ramps
Table 6. Other Facilities/Amenities	Type of Facilities/Amenities
	Bike Racks
	Paved Pathway from Entrance Gate to Building
	Pathway Cover/Roofing
Table 7. Access going to School	Biking

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, Planning Officer, Supply Officer (plantilla)
Online Validation	

School Level	
NSBI Data Gathering Forms	School Head, EFC, BEIS Coordinator
Online Validation	

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

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

Using smartphones/tablets:

1. Turn on the GPS on your device.
2. Open Google Maps.
3. Input the name of the place in the Search bar. You may manually locate by clicking on the specific location in the map, or by scrolling and zooming in and out on the map.
4. Tap and hold to the specific location. A red pin will appear on the determined location.
5. The coordinates will appear on the description page of the pinned location, 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 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 it.

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

V. VALIDATION QUOTA

Paper/System and onsite validation of NSBI data shall be conducted by the Division Planning Officers and Division Engineers. During school visits for the onsite validation, DepEd reiterates that all personnel shall comply with the existing Inter-Agency Task Force for the Management of Emerging Infectious Diseases (IATF-EID) guidelines and local restrictions subject to the alert risk level of the local government units (LGUs).

The criteria or quota for the data validation depending on the category/size of the division are 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 of the NSBI for SY 2022-2023 shall be guided accordingly by the following timelines:

Activity	Timeline
Start of Orientation on NSBI for SY 2022-2023 for School Personnel	March 13, 2023
Encoding of NSBI Data	March 20, 2023-May 31, 2023
Validation of NSBI Data	April 10, 2023 – May 31, 2023
Closing of the System	June 1, 2023

***Cut-off date to be reported in the NSBI is as of 31 December 2022.**

VII. MONITORING AND EVALUATION

The Policy, Planning, and Research Division (PPRD) through the Regional Planning Officer (RPO) shall monitor the status of submission by 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 in the BEIS.

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

VIII. CONTACT SUPPORT

For clarifications and queries, please contact the following offices:

Education Facilities Division (EFD)

Landline: (+63) 28 633 7263/(+63) 28 638 7110/
 (+63) 28 636 4877
 Email: as.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 Communications Technology Service – User Support
Division (ICTS-USD)**

Landline: (+63) 28 636 4878/(+63) 28 633 2658
Mobile: (+63) 939 436 1390/(+63) 977 771 2285
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 December 31, 2022)



Region :	School ID :
Division :	School Name :

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

Number of Functional Toilet Bowls ²⁸		Number of Non-Functional Toilet Bowls ²⁹	Number of Sink/Washbasin ³⁰	Number of Urinals ³¹	Number of Urinal Trough ³²	With Septic Tank ³³ (Yes/No)	Number of Faucets ³⁴			
Male	Female						PWD	Shared	With Water Supply	Without Water Supply
Col. 1	Col. 2	Col. 3	Col. 4	Col. 5	Col. 6	Col. 7	Col. 8	Col. 9	Col. 10	Col. 11

Table 5. Existing Number of Usable Furniture

Kinder Modular Table ³⁵	Kinder Chair ³⁶	Armchair ³⁷	School Desk ³⁸	Other Classroom Table ³⁹	Other Classroom Chair ⁴⁰	DepEd New Design 2-Seater Table & Chair ⁴¹		
						Elementary	Senior High School	
Col. 1	Col. 2	Col. 3	Col. 4	Col. 5	Col. 6	Col. 7	Col. 8	Col. 9

Table 6. Other Facilities/Amenities

Type of Facilities/Amenities	Present in Campus? (Yes/No)	Type of Facilities/Amenities	Present in Campus? (Yes/No)	Type of Facilities/Amenities	Present in Campus? (Yes/No)
Col. 1	Col. 2	Col. 3	Col. 4	Col. 5	Col. 6
Covered Court ⁴²	<input type="radio"/> Yes <input type="radio"/> No	Flood Marker ⁴⁷	<input type="radio"/> Yes <input type="radio"/> No	Bike Racks ⁵²	<input type="radio"/> Yes <input type="radio"/> No
Gymnasium ⁴³	<input type="radio"/> Yes <input type="radio"/> No	Playground ⁴⁸	<input type="radio"/> Yes <input type="radio"/> No	Paved Pathway from Entrance Gate to Building ⁵³	<input type="radio"/> Yes <input type="radio"/> No
Solar Panel ⁴⁴	<input type="radio"/> Yes <input type="radio"/> No	School Garden ⁴⁹	<input type="radio"/> Yes <input type="radio"/> No	Pathway Cover/Roofing ⁵⁴	<input type="radio"/> Yes <input type="radio"/> No
Permanent Perimeter Fence ⁴⁵	<input type="radio"/> Yes <input type="radio"/> No	Entrance Gate ⁵⁰	<input type="radio"/> Yes <input type="radio"/> No		
Temporary Perimeter Fence ⁴⁶	<input type="radio"/> Yes <input type="radio"/> No	Exit Gate ⁵¹	<input type="radio"/> Yes <input type="radio"/> No		

Prepared by:

Certified True and Correct by:

Validated by:

Validated by:

School Property Custodian/
School Engineering Facilities

School Head

EDWIN L. GAMOROT
Planning Officer III
(Schools Division Office)

SANDY L. SIMO
Engineer III
(Schools Division Office)



**Department of Education
School Building Inventory Form
(as of December 31, 2022)**



Region :	School ID :
Division :	School Name :

Table 7. Access going to School
(Check all applicable)

Type of Access Road⁵⁵	Accessible by type of transportation⁵⁶
<i>Col. 1</i>	
<input type="checkbox"/> Paved	<input type="checkbox"/> Private 4-Wheel Vehicle <input type="checkbox"/> Jeepney
<input type="checkbox"/> Unpaved	<input type="checkbox"/> Private Motorcycle <input type="checkbox"/> Habal-habal
<input type="checkbox"/> Levelled	<input type="checkbox"/> Boat <input type="checkbox"/> Train
<input type="checkbox"/> Unlevelled / Rough road	<input type="checkbox"/> UV Express <input type="checkbox"/> Bus
<input type="checkbox"/> On-going construction	<input type="checkbox"/> Pedicab <input type="checkbox"/> Biking
	<input type="checkbox"/> Tricycle <input type="checkbox"/> Walking/Hiking
<i>Col. 2</i>	

Prepared by:

Certified True and Correct by:

Validated by:

Validated by:

School Property Custodian/
School Engineering Facilities
Coordinator

School Head

EDWIN L. GAMOROT
Planning Officer III
(Schools Division Office)

SANDY L. SIMO
Engineer III
(Schools Division Office)



**Department of Education
School Building Inventory Form
(as of December 31, 2022)**



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

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

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

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

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

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

³ Fund Source/s	Refers to the source of budget for construction of buildings and rooms.
<i>DepEd National Funded</i>	Refers to the school building funded by DepEd.
<i>LGU Funded</i>	Refers to the school building funded by LGUs. (Provincial, City and Municipality)
<i>Foreign Funded</i>	Refers to the school building funded by foreign institution.
<i>Private Sector Funded</i>	Refers to the school building funded by private corporations, companies, individuals and associations.
<i>House of Representative / Senate Funded</i>	Refers to the school building funded through the house of representatives/senate. (CDF, PDAF, etc.)
<i>Other National Government Agency Funded</i>	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.
<i>DepEd Budget</i>	
<i>Alumni</i>	
<i>JICA</i>	
<i>Worldbank</i>	
<i>AusAid</i>	
<i>Coca-Cola Philippines</i>	
<i>Others</i>	

Note: If building has multiple specific fund source, specify in column 4.

⁵ Building Condition	Refers to the current physical state of a building.
<i>Good Condition</i>	Refers to a building which does not need repair.
<i>Needs Minor Repair</i>	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.
<i>Needs Major Repair</i>	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.
<i>On-going Construction</i>	Refers to the school building that are not yet completed.
<i>For Completion</i>	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).
<i>For Condemnation</i>	Refers to the school building that are not safe for occupancy and not currently used but without official declaration from the Municipal/City Engineer.
<i>Condemned/For Demolition</i>	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.
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⁷ Number of Rooms	Refers to the number of rooms.
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⁸ Year Completed	Refers to the specific year when a building was completed and officially turned over to the school.
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⁹ Classification of Building	Refers to the classification of how the building is constructed.
<i>Permanent</i>	Made of strong and durable materials, 80% of which is concrete (including Gabaldon Buildings).
<i>Semi-Permanent</i>	Made of a combination of materials such as concrete and 80% lumber.
¹⁰ Number of Functional Ramps	Refers to ramps that has a max slope of 1:12, has handrails on both sides, and has non-slip flooring.
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.
<i>Concrete</i>	Refers to the heavy, rough building material made from a mixture of broken stone or gravel, sand, cement, and water.
<i>Wood</i>	Refers to the hard fibrous material that forms the main substance of the trunk or branches of a tree or shrub.
<i>Steel</i>	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.
<i>Plastic</i>	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.
<i>Stone</i>	Refers to the hard solid nonmetallic mineral matter of which rock is made, especially as a building material.
<i>Glass</i>	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 <i>Good Condition</i> <i>Needs Minor Repair</i> <i>Needs Major Repair</i>	Refers to the current physical state of a room. Refers to a room which does not need 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. 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.
²¹ Room Usage	Refers to the following: <i>Instructional Rooms</i> <i>Non-instructional Rooms</i> <i>Combination</i>
²² Actual Usage/s <i>Instructional</i> <i>Non-Instructional</i> <i>Combination</i>	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). Refers to rooms use for academic purposes: Classroom SPED, Classroom Elementary (Kindergarten, Grade 1, 2,3,4,5,6), Classroom 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. Refers to rooms use for 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. 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

<p>²⁴ Temporary Learning Space/s (TLS)</p>	<p>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.</p>
<p>²⁵ Number of Classes / Sections using Temporary Learning Space/s</p>	<p>Refers to the number of classes or sections using Temporary Learning Space/s.</p>
<p>²⁶ Makeshift Room/s</p>	<p>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.</p>
<p>²⁷ Number of Classes / Sections using Makeshift Room/s</p>	<p>Refers to the number of classes or sections using makeshift room/s.</p>

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

<p>²⁸ Functional Toilet Bowls</p>	<p>Refers to the serviceable toilet bowls. (Male, Female, PWD, Shared) For PWD toilet bowls it should be with nearby grab bars on the wall.</p>
<p>²⁹ Non-Functional Toilet Bowls</p>	<p>Refers to the non-serviceable toilet bowls.</p>
<p>³⁰ Sink/Washbasin</p>	<p>Refers to a sink or washbasin.</p>
<p>³¹ Urinals</p>	<p>Refers to the bowls or other receptacles, typically attached to a wall in a restroom, into which men may urinate.</p>
<p>³² Urinal Trough</p>	<p>Refers to a long, narrow open container used for urinating.</p>
<p>³³ Septic tank</p>	<p>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.</p>
<p>³⁴ Faucets</p>	<p>Refers to a device by which water flows. It is may be with or without water supply.</p>
<p>Stand-Alone Water and Sanitation Facilities</p> <p>Refers to water and sanitation facilities that houses a certain number of bowls, urinals and faucets and were constructed separately from the school buildings.</p>	

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 <i>Table</i> .
⁴⁰ Other Classroom Chair	Refers to the chair used by learner in the classroom not mentioned in this <i>Table</i> .
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 activities 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 accommodations (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	
<i>Paved</i>	Refers to the road that is constructed, hard, smooth surface made of asphalt, concrete, or other pavement suitable for walking or driving.
<i>Unpaved</i>	Refers to the road that is not covered with a firm, level surface of asphalt, concrete, etc.
<i>Levelled</i>	Refers to the road on a horizontal plane and having a surface of completely equal height.
<i>Unlevelled Rough Road</i>	Refers to the road that is not smooth; uneven or irregular ground, rough grazing, covered with scrub, boulders, etc.
<i>On-going Construction</i>	Refers to the road that is being built in the area.

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