



Republic of the Philippines
Department of Education
Region X
DIVISION OF MISAMIS ORIENTAL
Cagayan de Oro City
Tel Nos.: (088) 856-4454 / (08822) 72-46-15
Fax No.: (088) 856-4524 / e-mail: misamisoriental@deped.gov.ph



October 13, 2016

DIVISION MEMORANDUM

No. 473 s. 2016

To:

PS District Supervisors
School Heads/In-Charge
Public Elementary and Secondary Schools
Division Planning Officer
Division Engineer
This Division

From:


CHERRY MAE L. LIMBACO, Ph.D., CESO V
Schools Division Superintendent

Subject:

SCHOOL BUILDING INVENTORY AS OF OCTOBER 2016

1. All School Heads/In-Charge are hereby directed to prepare and submit School Building Inventory as of October 2016. This is in connection to FY 2017 Budget which the Department is currently on the process of validating available database.
2. Enclosed are templates to be accomplished by the school property custodian and to be certified by the school head. The submitted report shall be validated by the Division Planning Officer and Division Engineer to ensure accuracy of data.
3. The school building inventory shall be submitted in print and signed copies. All school reports shall be consolidated by district to be forwarded to the division office on or before October 18, 2016.
4. Strict compliance of this Memorandum is directed.

/dpu_elg

Enclosure 1

Department of Education
SCHOOL BUILDING INVENTORY
 As of October 2016

School ID: _____
 School Name: _____
 District: _____
 Municipality: _____

Region: _____
 Division: _____
 Legislative District: _____

Table 1. EXISTING SCHOOL BUILDINGS

Building Number	Building Type ¹	Funding Source	Year Completed (optional)	Building Condition ²	Room Dimension (WxL) ³	Total Number of Rooms				
						1st Floor/ Single Story	2nd Floor	3rd Floor	4th Floor	Total
1										
2										
3										
4										
5										
6										
7										
8										
9										
10										

Note: Makeshift classrooms are not included in this report

¹ **Building Type** refers to the design of a school building (e.g. Gabaldon, Marcos Pre-Fab, ESF, TEEP, SEDIP, etc.) Choices are to be found in Enclosure No. 2, Answering Guide, pages 1 and 2.

² **Building** refers to the current physical state of a building.

- Good** 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 ten percent (10%) 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 ten percent (10%) or more of the cost of a standard building unit such as roof frames, posts and exterior walls.
- Condemned** refers to a building officially declared by the Municipal Engineer to be dangerous to the life, health, property or safety of the public or its occupants.

³ **Room Dimension** 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. Choices are to be found in Enclosure No. 2, Answering Guide, pages 1 and 2.

⁴ **Funding Source** refers to the source of budget for construction of buildings and rooms. Choices are to be found in Enclosure No. 2, Answering Guide, page 3.

Prepared by:

Certified True and Correct by:

Validated by:

 School Property Custodian

 School Head

 Division Planning Officer/
 Division Engineer

Enclosure 2

Department of Education
 School Building Inventory Form
 (as of October 2016)

Table 2. EXISTING ROOMS, USAGE AND FACILITIES

Building Number	Room Number	Room Condition	Actual Usage	No. of Usable and Functional Facilities within the Classroom(s) and Office(s)								
				Desks	Armchairs	Sets of Learner's Table and Chair	Teacher's Table	Teacher's Chair	Toilet Bowl	Male Urinal	Wash Facility	

Table 3. EXISTING TOILETS AND WASH FACILITIES OUTSIDE THE CLASSROOM(S) AND OFFICE(S)

	No. of Usable and Functional Facilities Outside the Classrooms and Offices					
	Toilet Bowl (Male)	Toilet Bowl (Female)	Toilet Bowl (Shared)	Male Urinal	Urinal Trough	Wash Facilities
TOTAL						

¹ Room Condition refers to the current physical state of a room.

- Good refers to a room 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 ten percent (10%) 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 ten percent (10%) or more of the cost of a standard building unit such as roof frames, posts and exterior walls.
- Condemned refers to a room officially declared by the Municipal Engineer to be dangerous to the life, health, property or safety of the public or its occupants.

**Department of Education
School Building Inventory Form Answering Guide**

Answering Guide for the School Building Inventory Forms

Building Type	Room Dimension (WxL)
Aqua-Culture NC II Building	10x19
Army Type School Building	
Automotive Servicing NC II Building	10x29
Bagong Lipunan School Building (BLSB) Type I	6x8
Bagong Lipunan School Building (BLSB) Type II	8x6
Bagong Lipunan School Building (BLSB) Type III	8x6
Beauty Care NC II Building	7x16
Carpentry NC II Building	10x27
Commercial Cooking NC II Building	10x16
Consumer Electronic Technician NC II Building	10x16
DepED School Building (Modified)	7x7
DepED School Building (Standard)	7x9
DOST Science Laboratory Building	
DPWH-BOD Building	
Dress Making NC II Building	10x16
Economic Support Fund (ESF)	
Educational Facilities Improvement Program (EFIP) - JICA	
Electrical Installation Maintenance NC II Building	10x25.6
Federation of Filipino Chinese Chamber of Commerce and Industry, Inc. (FFCCCII)	7x7 and 7x9
Food Processing NC II Building	10x16
FVR 2000 Building	
Gabaldon Type	
Government of Spain-Spanish Grant School Building	
Home Economics Building	7x9
Imelda Type	
Industrial Arts Building	7x18
Learning and Public Use Schoolbuilding (LAPUS)	7x27
Little Red School House	
Magsaysay Type	
Marcos Pre-Fabricated School Building	7.5x6
Multi-Purpose Workshop Building	7x18
PAGCOR School Building	7x9
Pre-School/Kindergarten Building	7x9
Public-Private School Infrastructure Project (PSIP School Building)	7x9
Readily Assembled Multi-Option Shelter (RAMOS) Type	
RP-US Bayanihan Type	8x6
SBP4BE Building - AusAid	7x9
Science Laboratory Building	7x18
Secondary Education Development Improvement Program (SEDIP)	7x9
Secondary Education Development Program (SEDP)	
Shielded Metal Arc Welding NC II Building	10x16
SPHERE Building - AusAid	7x9
Third Elementary Education Project (TEEP) Building	7x18
Typhoon Resistant School Building Program (TRSBP) - JICA	
Others (not in the list)	

Department of Education
School Building Inventory Form Answering Guide
(as of October 2016)

Answering Guide for the School Building Inventory Forms

Building Condition	Actual Usage	Funding Source	
Good	Classroom (Kindergarten)	DepEd budget	<i>refers to a building or room funded by the DepEd National Budget whether implemented by DepEd or DPWH. (e.g. Basic Education Facilities Fund, Regular School Building Program, Public-Private Partnership School Infrastructure Program)</i>
Needs Minor Repair	Classroom (SPED)	DepEd with counterpart funds	<i>refers to a building or room constructed using DepEd funds with counterpart of at least 10% from other sources.</i>
Needs Major Repair	Classroom (Elementary)	LGU / SEF	<i>refers to a building or room funded from the Special Education Fund (SEF) and the budgets of Local Government Units (LGU): provincial, municipal or barangay units.</i>
Condemned	Classroom (Secondary)	PTA-funded	<i>refers to a building or room funded by the Parents-Teachers Association (PTA).</i>
	Audio-Visual Room	Congress	<i>refers to a building or room funded from the initiatives from members of the House of Representatives and the Senate of the Philippines.</i>
	Canteen	Foreign funds / donors	<i>refers to a building or room funded from foreign-assisted projects and bilateral agreements with donor countries.</i>
	Clinic	Local private sector	<i>refers to a building or room funded from donations of Philippine-based private individuals, corporations, alumni associations, non-government organizations and philanthropic organizations.</i>
	Computer Room		
	Conference Room		
	District Supervisor's Office		
	Faculty Room		
	Guidance Office		
	Home Economics Laboratory		
	Industrial Arts Laboratory		
	Library		
	Multi-Purpose Hall		
	Principal's Office		
	Speech Laboratory		
	Supply Room		
	Others (Please specify)		
	Not Currently Used		