



Republic of the Philippines  
**Department of Education**  
REGION X

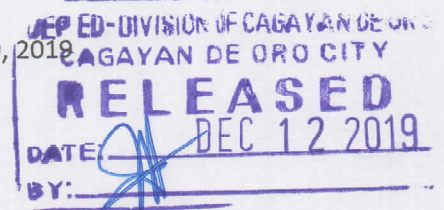
**SCHOOLS DIVISION OF CAGAYAN DE ORO CITY**

**Office of the Schools Division Superintendent**

December 9, 2019

**DIVISION MEMORANDUM**

No. 1002 s. 2019



**SEMINAR-WORKSHOP ON NATIONAL SCHOOL BUILDING INVENTORY (NSBI) - PHASE 1  
FOR SY 2019-2020**

To: Public Schools District Supervisors  
Public Elementary and Secondary Schools Heads  
School Property Custodians/Physical Facilities Coordinators  
This Division

1. In line with the conduct of the National School Building Inventory, the Planning and Research Section and Education Facilities Section will conduct a **Seminar-Workshop on National School Building Inventory (NSBI) for SY 2019-2020** on December 19, 2019. The venue will be announced in a separate issuance.
2. The activity aims to orient the participants on the following:
  - a. NSBI Forms, system, policies and standards.
  - b. Capacitate the school personnel in the conduct of National School Building Inventory of DepEd Public School Buildings.
  - c. Provide an updated and more accurate and comprehensive baseline data of school buildings in all DepEd public schools for use in planning, budgeting and decision making.
3. The participants of the seminar-workshop include One (1) School Head/School In-charge and One (1) School Property Custodian or Physical Facilities Coordinator of all Public Elementary and Secondary Schools. The following are the schedules and the required participants.

Date	Participants	Total Pax
December 19, 2019	Elementary School Heads/In-charge and School Property Custodian/Physical Facilities Coordinators	150
	Secondary School Heads/In-charge and School Property Custodian/Physical Facilities Coordinators	88
	NSBI Technical Working Group	6



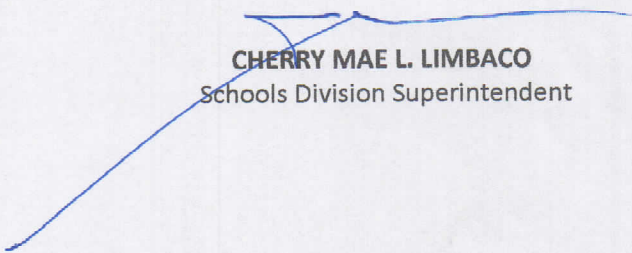
**Address:** Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City  
**Telephone No:** (08822)855-0048  
**Website:** [www.depedcdo.net](http://www.depedcdo.net)  
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4. Participants must bring the following:
  - a. Print copy of Enclosure A – Revised Templates for National School Building Inventory 2019
  - b. National School Building Inventory SY 2016 Report with Site Development Plan
  - c. Certifications from Municipal Building Office for condemned buildings
5. Travelling expenses and other incidental expenses incurred by the participants relative to the seminar-workshop shall be charged against School MOOE and local funds subject to the usual auditing rules and regulations.
6. Participants are expected to come on time. The opening program will start at 8:00 o'clock in the morning. Only lunch and snacks will be served.
7. Enclosed herewith are the revised NSBI Templates.
8. Immediate dissemination and strict compliance of this Memorandum is desired.

  
**CHERRY MAE L. LIMBACO**  
Schools Division Superintendent

Encls.: As stated



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**Telephone No:** (08822)855-0048  
**Website:** [www.depedcdo.net](http://www.depedcdo.net)  
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**Department of Education  
School Building Inventory Form  
(as of October 31, 2019)**

Region :	X	School ID :	
Division :	CAGAYAN DE ORO CITY	School Name :	

**Table 1. Summary of Existing Building/Structure**

[illegible]

Prepared by:

Certified True and Correct by:

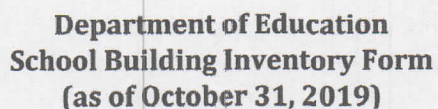
Validated by:

**School Property Custodian/  
School Engineering Facilities Coordinator**

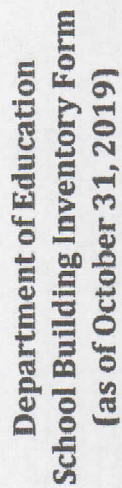
School Head

**ENGR. ELY V. MAMACLAY II**  
Schools Division Office









Region :	School ID :
Division:	School Name :

[illegible]

Prepared by:

Certified True and Correct by:

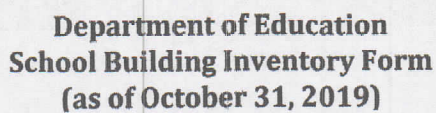
Validated by:

**School Property Custodian/  
School Engineering Facilities Coordinator**

### School Head

**ENGR. ELY V. MAMACLAY II**  
**Schools Division Office**









**Department of Education  
School Building Inventory Form  
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<b>Region:</b>	<b>School ID:</b>
<b>Division:</b>	<b>School Name:</b>

**Table 5. Other Facilities**

<b>Other Facilities</b>	<b>Present in Campus? (Yes/No)</b>
<i>Col. 1</i>	<i>Col. 2</i>
Covered Court	<input type="radio"/> Yes <input type="radio"/> No
Gymnasium	<input type="radio"/> Yes <input type="radio"/> No
Entrance Gate	<input type="radio"/> Yes <input type="radio"/> No
Permanent Perimeter Fence	<input type="radio"/> Yes <input type="radio"/> No
Temporary Perimeter Fence	<input type="radio"/> Yes <input type="radio"/> No
Playground	<input type="radio"/> Yes <input type="radio"/> No
School Garden	<input type="radio"/> Yes <input type="radio"/> No
Solar Panel	<input type="radio"/> Yes <input type="radio"/> No

Prepared by:

Certified True and Correct by:

\_\_\_\_\_  
**School Property Custodian/  
School Engineering Facilities**

\_\_\_\_\_  
**School Head**

Validated by:

**ENGR. ELY V. MAMACLAY II**  
**Schools Division Office**





**Department of Education  
School Building Inventory Form  
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**ANSWERING GUIDE**

**Table 1. Summary of Existing Building/Structure**

<sup>1</sup> Building/Structure Number	Refers to the number of the building /structure based on the site development plan.
<sup>2</sup> Building/Structure Type	Refers to the different design of school buildings and structure within the school site.

<b>DepEd National Funded Building Types</b>	<b>Start of Implementation</b>
<b><i>Academic Classroom Buildings</i></b>	
Army Type School Building	1957
Bagong Lipunan School Building (BLSB) Type I	1975
Bagong Lipunan School Building (BLSB) Type II	
Bagong Lipunan School Building (BKSb) 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	
<b><i>Technical Vocational School Buildings</i></b>	
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	





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<b>LGU Funded Building Types</b>	
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	
<b>Foreign Funded Building Types</b>	<b>Start of Implementation</b>
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	





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Private Sector Funded Building Types
Federation of Filipino Chinese Chamber of Commerce and Industry, Inc. (FFCCCII) School Building
Little Red School House - Coca-Cola Philippines
ABS-CBN School Building
GMA Kapuso School Building
Private Foundation Building
Security Bank School Building
Petron School Building
Plan International School Building
AGAP School Building
Aboitiz School Building
PAMANA School Building
RPN School Building
Rotary School Building
Lions Club School Building
Jolibee School Building
McDonald 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





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**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  
Serbisong 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

**STRUCTURE TYPES**

Auditorium  
Brgy. Health Center  
Canteen  
Comport Room  
Covered Walk  
Covered Court  
Day Care Center  
Guard House  
Gymnasium  
Gazebo  
School Stage  
Washing Facilities  
Others





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<sup>3</sup> 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.
<i>Note: If building has multiple fund source, specify in column 3.</i>	
<sup>4</sup> Specific Fund Source/s	Refers to the specific source of budget for construction of buildings and rooms.
DepEd budget	
Alumini	
JICA	
Worldbank	
AusAid	
Coca-Cola Philippines	
Others	
<i>Note: If building has multiple specific fund source, specify in column 4.</i>	
<i>In column 4 specify only for LGU funded, foreign funded and private sector funded</i>	
<sup>5</sup> Building/Structure Condition	Refers to the current physical state of a building/structure.
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 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.
On-going Construction	Refers to the school building/structure that are not yet completed and/or not yet turned over.
For Completion	Refers to a building/structure 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/structure 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.
<sup>6</sup> Number of Storeys	Refers to the number of levels/floors in a building/structure.
<sup>7</sup> Number of Rooms by Design/Intent	Refers to the number of rooms by its design/intent.
<sup>8</sup> Year Completed	Refers to the specific year when a building was completed and officially turned over to the school.
<sup>9</sup> Classification of Building/Structure	Refers to the classification of how the building is constructed.
Permanent	Made of strong and durable materials. 80% of which is concrete.
Semi-Permanent	Made of a combination of materials such as concrete and 80% lumber.
Makeshift	Refers to a temporary structure.





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<sup>10</sup> Is building PWD accessible?	Refers to buildings that 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)
<sup>11</sup> Have undergone major repair for the last 5 years	Refers to the Building/Structure which underwent repair within the last 5 years.
<sup>12</sup> 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
<sup>13</sup> 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

**Table 2. Existing Rooms per Building**

<sup>12</sup> Room Number	Refers to the number assigned to a room.
<sup>13</sup> Room Condition	Refers to the current physical state of a room.
<b>Good Condition</b>	Refers to a room which does not need repair.
<b>Needs Minor Repair</b>	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 ten percent (10%) of the cost of a standard room unit such as repair of windows, doors, partitions and the like.
<b>Needs Major Repair</b>	Refers to the repair or replacement of room 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 room.
<sup>14</sup> 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).
<b>Instructional</b>	Classroom SPED, Classroom Elementary, Classroom JHS, Classroom SHS, ALS Room, Audio Visual, Computer Room, Industrial Arts Room, Home Economic Room, Science Laboratory, Speech Laboratory, Research Laboratory, Not Currently Used
<b>Non-Instructional</b>	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
<b>Combination</b>	Combination of Instructional and Non-Instructional
<sup>15</sup> 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. Existing Number of Water and Sanitation Facilities**

<sup>16</sup> Functional Toilet Bowls	Refers to the serviceable toilet bowls.
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<sup>17</sup> Non-Functional Toilet Bowls	Refers to the non-serviceable toilet bowls.
<sup>18</sup> Sink/Washbasin	Refers to a sink or washbasin.
<sup>19</sup> Urinals	Refers to the bowls or other receptacles, typically attached to a wall in a restroom, into which men may urinate.
<sup>20</sup> Urinal Trough	Refers to a long, narrow open container used for urinating.
<sup>21</sup> 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.
<sup>22</sup> Faucets	Refers to a device by which water flows.
<sup>23</sup> Stand alone Water and Sanitation Facility	Refers to water and sanitation facilities that houses a certain number of bowls, urinals and faucets and were constructed separately from the school buildings





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**Table 4. Existing Number of Usable Furnitures**

<sup>24</sup> Kinder Modular Table	Refers to the standard modular table used by kindergarten learner.
<sup>25</sup> Kinder Chair	Refers to the chair used by kindergarten learner.
<sup>26</sup> Arm Chair	Refers to a usable armchairs in the school, regardless of material (wood, plastic).
<sup>27</sup> School Desk	Refer to usable two-seater desks in the school.
<sup>28</sup> Other Classroom Table	Refers to the table used by learner in the classroom.
<sup>29</sup> Other Classroom Chair	Refers to the chair used by learner in the classroom.
<sup>30</sup> 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 5. Other Facilities**

<b>Covered Court</b>	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
<b>Gymnasium</b>	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)
<b>Entrance Gate</b>	Refers to a barrier used as an entrance and exit of the school, which can be closed and locked beyond school hours.
<b>Permanent Perimeter Fence</b>	Refers to a permanent structure used to demarcate the perimeter of the school to prevent access
<b>Temporary Perimeter Fence</b>	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
<b>Playground</b>	Refers to an outdoor area specifically provided for learners to play on.
<b>School Garden</b>	Refers to an area used for growing plants.
<b>Solar Panel</b>	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