



Republic of the Philippines
Department of Education
REGION X - NORTHERN MINDANAO
DIVISION OF MALAYBALAY CITY

2023-80705

DM-2023-09-387
DEPED MALAYBALAY CITY DIVISION
RELEASED
SER no: 9 2023 time: 3:04
By: _____

DIVISION MEMORANDUM

No. 387, s. 2023

TO: Assistant Schools Division Superintendent
Division Chief and Unit Heads
Public Schools District Supervisors
Public Elementary and Secondary School Heads
Teacher and Non- Teaching Personnel
All Others Concerned

FROM: 
CHERRY MAE LIMBACO-REYES
Schools Division Superintendent

SUBJECT: **SUBMISSION OF DOCUMENTS FOR REPLACEMENT OF SCHOOL BUILDING TAGGED AS CONDEMNED AND FOR DEMOLITION IN NATIONAL SCHOOL BUILDING INVENTORY.**

DATE: September 19, 2023

1. In line with the guidelines on the condemnation and demolition of school buildings, this Office reiterates the **DepED Order No. 107, s. 2010 re: Revised Guidelines on the Condemnation and Demolition of School Buildings.**
2. All Schools with Classroom School Building reported as *for condemned/ condemned and for demolition* in the latest *National School Building Inventory (NSBI)* shall request for an ocular inspection and assessment of the school building perceived to be hazardous from the building official, (Chief of the Municipal/ City Engineer's Office or Office of the Building Official).
3. The submission of the following request for Replacement for Classrooms to be submitted in this Office together with the "*Certification for Condemnation or Demolition*" and subjected for joint ocular inspection with the Commission on Audit (COA)/ Resident Auditor for request for relief of accountability.
4. For request for demolition permit the school head shall secure the following list of requirements; Letter Request (For Demolition), Floor Plan, Location Plan, Site Development Plan, Tax Declaration of the Building, Lot Title, Actual Picture of the Building (Studio Printed) and COA Clearance.



Address: Sayre Hi-way, Purok 6, Casisang, Malaybalay City
Telefax No.: 088-314-0094; Telephone No.: 088-813-1246
Email Address: malaybalay.city@deped.gov.ph



21 93 0060



Republic of the Philippines
Department of Education
REGION X - NORTHERN MINDANAO
DIVISION OF MALAYBALAY CITY

5. All elementary and secondary public schools are hereby directs to follow the details required for implementation.
6. For information, guidance and compliance.
7. Queries and updates related to school building construction projects please refer to Leslie T. Fontanilla- Division Engineer III at 0927 690 5647 or 0908 919 8867.

TO BE POSTED IN THE WEBSITE



Address: Sayre Hi-way, Purok 6, Casisang, Malaybalay City
Telefax No.: 088-314-0094; Telephone No.: 088-813-1246
Email Address: malaybalay.city@deped.gov.ph



21 93 0060



OCT 20 2010

DepEd ORDER
No. **107** s. 2010

**REVISED GUIDELINES ON THE CONDEMNATION
AND DEMOLITION OF SCHOOL BUILDINGS**

To: Undersecretaries
Assistant Secretaries
Bureau Directors
Directors of Services, Centers and Heads of Units
Regional Directors
Schools Division/City Superintendents
Heads, Public Elementary and Secondary Schools
All Others Concerned

1. The revised guidelines on the condemnation and demolition of school buildings shall contain or constitute the following:

- a. The school head shall request for an ocular inspection and assessment of the school building perceived to be hazardous from the building official, (Chief of the Municipal/City Engineer's Office or the head of District Engineer's Office, whoever is available);
- b. As a matter of policy, a school building perceived to be hazardous should be immediately cordoned to keep off students, teachers from using it until such time that the school building is completely demolished or otherwise declared as safe for occupancy. Such cordon should be placed at a minimum distance of four (4) meters from the building line. In addition, large precautionary signs should be posted or nailed to boards as warning to students;
- c. Pending the result of ocular inspection from the building official, the school head shall secure the following documents as prerequisite to the approval of requests for demolition:
 - (1) photographs of the building to be demolished, properly labeled, showing the front, rear, sides and damaged sections;
 - (2) certification by the school head that, if the building is demolished, classes will not be disrupted due to lack of classrooms;
 - (3) indication of probable funding for replacement; and
 - (4) Parents Teachers Association (PTA) or Alumni Association's clearance in case of school buildings with historical value like the Gabaldon School Building.



- d. When and if the subject building is declared by the building official to be unfit for occupancy, the school head shall submit the request for demolition to the schools division/city superintendent (SDS);
 - e. For school buildings or structures without historical value, the SDS shall approve request for demolition based on the Inspection Report of the Building Official, and upon completion of enumerated requirements mentioned earlier;
 - f. In the case of Gabaldon School Buildings, structures marked as cultural property, and structures dating at least fifty (50) years old, the SDS, through the regional director, shall forward the request for demolition, together with the supporting documents to Department of Education-Physical Facilities and Schools Engineering Division (DepEd-PFSED), for further evaluation; and clearance by the National Commission for Culture and the Arts (NCCA) or its affiliated cultural agency. After the issuance of clearance by the NCCA, the DepEd-PFSED shall recommend approval of demolition to the SDS who shall approve the request for demolition;
 - g. The school head shall apply for a demolition permit from the Municipal/City Building Official;
 - h. The Division Bids and Awards Committee (BAC) or the school BAC (in the case of a National High School with fiscal autonomy), shall conduct bidding for the demolition;
 - i. In case the demolition is to be done by the administration, the school head shall list all the salvaged materials and shall submit a Waste Material Report to the respective Division Office (DO); and
 - j. The school head shall inform the Commission on Audit (COA)/Resident Auditor and shall request for relief of accountability in writing.
2. A school building declared by the building official to be unfit for occupancy shall be demolished within a period not to exceed ninety (90) calendar days from the date of its condemnation.
 3. All documents pertaining to the demolished building should be kept on file in the folder marked "Condemned/Demolished School Properties" as part of the records/documents on physical facilities of the school.
 4. All relevant provisions of existing DepEd Orders, Memoranda, and other administrative issuances inconsistent with this Order are hereby superseded.
 5. Immediate dissemination of and strict compliance with this Order is directed.


BR. ARMIN A. LUISTRO FSC
Secretary

Reference: DECS Order: No. 48, s. 2000
To be indicated in the Perpetual Index
under the following subjects:

POLICY

SCHOOLS

SCHOOL BUILDINGS