



Republic of the Philippines  
**Bangsamoro Autonomous Region in Muslim Mindanao**  
**Ministry of Basic, Higher and Technical Education**  
 Cotabato City



Bangsamoro Autonomous Region in Muslim Mindanao  
 Ministry of Basic, Higher and Technical Education  
 OFFICE OF THE MINISTER

**Office of the Minister**

RELEASED

**REGIONAL MEMORANDUM**

No. 1321  
 Series of 2021

BY: Hajir  
 DATE: 03 NOV 2021  
 TIME: 1:50 PM  
 Ctrl. No. 2021-11-011

TO : **ALL SCHOOLS DIVISION SUPERINTENDENTS AND FOCALS**  
**ALL DISTRICT SUPERVISORS**  
**ALL SCHOOL HEADS**

**PLANNING, POLICY AND RESEARCH DIVISION**  
**EDUCATION FACILITIES SECTION**  
**ALL OTHERS CONCERNED**

Republic of the Philippines  
 Bangsamoro Autonomous Region in Muslim Mindanao  
 Ministry of Basic, Higher and Technical Education  
**INFORMATION AND COMMUNICATIONS DIVISION**  
 Office of the Minister  
**RELEASED**  
 By: Marton Abolencia  
 Date: NOV 03 2021  
 Time: 2:20 PM  
 Control No. 2021-11-014

FROM :   
**MOHAGHER M. IQBAL**  
 Minister



SUBJECT : **PLAN ON COMPREHENSIVE ASSESSMENT OF EDUCATION FACILITIES**  
**FOR BASIC EDUCATION IN THE ENTIRE BARM**

DATE : October 28, 2021

1. The Ministry of Basic, Higher and Technical Education (MBHTE) has to submit a **Plan on Comprehensive Assessment of Education Facilities for Basic Education** on **November 3, 2021** and to come up with database to further enhance the reporting and to submit appropriate proposals for infrastructure projects.
2. To execute this activity, all concerned are hereby required to accomplish the following:

ACTIVITY	DATE
Validation by School Head	October 29, 2021
Submission from School Head	October 30, 2021
Submission from District to Division	October 31, 2021
Submission from Division to Region	November 1, 2021

3. In relation to the timeline of the foregoing activities, a site appraisal form and a summary of site appraisal form are appended herewith, moreover filling out of the latter form is necessary for data gathering.
4. All concerned are directed to submit a copy of duly accomplished site appraisal form and a summary of site appraisal form to [efs.mbhtebarmm@gmail.com](mailto:efs.mbhtebarmm@gmail.com).
5. Should you have any concerns, kindly contact Engr. Nurhashim T. Abdula at mobile number 0917-704-4515.
6. For your information, guidance and compliance.





### SITE APPRAISAL FORM

School: \_\_\_\_\_ School ID: \_\_\_\_\_  
 Address: \_\_\_\_\_ Name of Principal: \_\_\_\_\_  
           No. Street Barangay City/Municipality Province Contact Number: \_\_\_\_\_  
 Division: \_\_\_\_\_  
 Region: \_\_\_\_\_

#### I. SITE INFORMATION

Site Ownership  Titled under the name of  Contract of Usufruct  Deed of Donation  Tax Declaration  
                            DepEd  Private/Others  With conditions  Absolute  DepEd  
                            LGU  MOA  Perpetual Use  With Condition  LGU  
 Deed of Sale  Presidential Declaration  Others/ Specify

Location  Urban  Low Land/Flooded Area  Island  Coastal  Others/ Specify  
 Rural  High Land/Up Land w/ about \_\_\_\_\_ km boat ride from the mainland

Existing structure to be demolished, specify floor area: \_\_\_\_\_(sq.mtr.)

Distance to nearest public school \_\_\_\_\_(m/km) Distance to nearest private school \_\_\_\_\_(m/km)  
 Name of nearest public school \_\_\_\_\_ Name of nearest private school \_\_\_\_\_

Topography:  Level/ Flat  Sloping  Rolling  Others/ Specify  w/ cut and fill works (\_\_\_\_m) needs site improvement

Flood Level: \_\_\_\_\_(m) Often utilized as evacuation center during Disaster/Emergencies  yes  no

Soil Condition:  Rocky  Sandy  Clayey  others/specify: \_\_\_\_\_

Power Supply:  NPC Line  Cooperative  Generator  others/specify: \_\_\_\_\_

Water Supply:  Portable (drinking)  Local water district  Spring  others/specify: \_\_\_\_\_

Distance from Tapping Point \_\_\_\_\_(m)

Not Portable  Deepwell  Shallow well

Depth \_\_\_\_\_(m) Depth \_\_\_\_\_(m)

Handwash Facility: With existing handwash facility?  yes  no

Access Road:  Cemented \_\_\_\_ (km)  Asphalt \_\_\_\_\_(km)  Gravel Bed\_\_\_\_(km)  Rough\_\_\_\_(km)

Hiking\_\_\_\_(km)  Others/Specify  By Boat\_\_\_\_(km)

Construction Material Source: Distance from the school site \_\_\_\_\_

Peace and Order Status:  Good  Bad  Critical

II. SITE DEVELOPMENT PLAN Total lot area \_\_\_\_\_ (sq. mtr/hectar) Proposed total buildable space for construction \_\_\_\_\_ (sq. mtr.)

a.) Attach Site Development Plan (SDP), if none, sketch at the back of this paper.

b.) Attach Deed of Donation/Sale (DOD/DOS) (Notarized Photocopy).

c.) Attach relevant geotagged photos (ie. Location of proposed site if construction).

III. FEACIBILITY  
A. SCHOOL BUILDING

Type of Building	No. of Units	Condition			Remarks
		Good	Repair	Needs Replacement	
Academic Classroom					
Science Laboratory					
Home Economics					
Industrial Arts					
Kindergarten					
Makeshift Classroom					
Total					
Anxiliary Rooms					
Admin Office					
Library					
Canteen					
Others					
Total					
WASH Facilities					
Attached Toilets					
Urinals					
Toilet					
Toilet for PWD					
Detached Toilets					
Urinals					
Toilet					
Handwashing Facilities					
Total					

B. Available Space for Construction

(for this section, location/s of the available space for construction (if any) should be reflected in the sight development plan.)

No. of Units (Building)	Type of Building	Building footprint can be accommodated in the available space?				Remarks: ( Additional site information eg. Embankment, Slope protection, Hawling, etc.)
		Yes	Yes, but with demolation	Yes, But with design modification	No	

\* If the site will require of an old or condemnable structure, specify in the remarks columns the type and number of buildings and classrooms to be demolish. If the site will require same modification in the design, specify in the remarks columns the particular modification to be made in the design of the building.

C. SCHOOL PROFILE

Student/Pupil Population \_\_\_\_\_ No. of Classes \_\_\_\_\_

ELEMENTARY	KINDER	I	II	III	IV	V	VI	Total
No. of Enrolment								
No. of Sections								

SECONDARY	Y1	Y2	Y3	Y4	TOTAL
No. of Enrolment					
No. of Sections					

SENIOR HIGH	Y1	Y2	TOTAL
No. of Enrolment			
No. of Sections			

Additional Remarks (If any)


Validated by:

Noted:

Submitted by:

\_\_\_\_\_  
Project Engineer

\_\_\_\_\_  
School Head/Principal/Teacher-In-Charge

**Engr. Nurhashim T. Abdula**

Chief of CMQC Unit, EFS

Engineer - I

Date of Inspection: \_\_\_\_\_

\*\*\*Please fill up all the information needed and attach all necessary documents

No.	School ID	School Name	District	Division	Barangay	Municipality

Total No. of Enrolees (Male)	Total No. of Enrolees (Female)	No. of Academic Classroom	No. of Makeshift Classroom

No. of Classroom to be Repaired	No. of Classroom Request Base on Needs