



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

August 13, 2026

REGIONAL MEMORANDUM

No. **1045**, s. 2026

**MAPPING OF BUILDINGS AND ROOMS FOR DELETION IN THE
NATIONAL SCHOOL BUILDING INVENTORY**

To: Schools Division Superintendents
All Others Concerned

1. To ensure the accuracy and integrity of the regional educational facilities database, this Office, through the Policy, Planning, and Research Division (PPRD), in collaboration with the Education Support Services Division (ESSD), hereby directs all Schools Division Superintendents to facilitate the comprehensive mapping and validation of all school buildings and rooms currently proposed for deletion from the National School Building Inventory (NSBI) system.
2. The Division Engineers shall lead the execution of the following instructions, with monitoring and technical support provided by the Division Planning Officers:
 - a. Accomplish and submit all required information in the prescribed template on or before **August 18, 2026**. The template may be accessed through **<https://tinyurl.com/BuildingsRoomsNSBIdeletion>**
 - b. Requests for the deletion of buildings/rooms records in the National School Building Inventory (NSBI) shall be limited to the following:
 - b.1 For NSBI SY 2024–2025: Only building/room records that were mistakenly created in the system
 - b.2 For the ongoing NSBI data collection: Only building/room records that were mistakenly created and have already been validated in the system
 - c. Demolished buildings shall not be included in the request for deletion since it will later be available as a "building condition status" in the NSBI facility
3. The Regional Planning Officer, in coordination with the Regional Engineer for validation, shall consolidate the submissions from the 13 Schools Division Offices (SDOs) and submit the final accomplished template to the Central Office.
4. For inquiries or further clarifications, kindly reach out to the Education Management Information System Division (EMISD) through **ps.emisd@deped.gov.ph**.
5. Immediate dissemination of and strict compliance with this Memorandum are desired.

SALUSTIANO T. JIMENEZ JR. **DEPED, CESO III**
Regional Director



Address: Government Center, Candahug, Palo, Leyte
Telephone No.: (053) 832-5738
Email Address: region8@deped.gov.ph
Website: region8.deped.gov.ph



Enclosures: None

References: None

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

INFRASTRUCTURE

INVENTORY

SCHOOLS

PPRD-HNC