



Republic of the Philippines
Department of Education
NEGROS ISLAND REGION

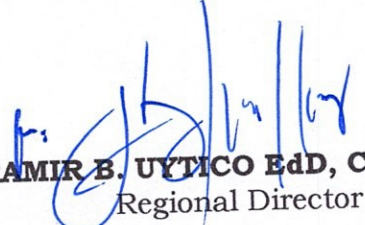
NOV 07 2025

REGIONAL MEMORANDUM
No. 597, s. 2025

**UPDATING OF THE NATIONAL SCHOOL INFRASTRUCTURE
MASTERPLAN FOR 2026-2030**

To: Schools Division Superintendents
OIC-Chief of ESSD
All Others Concerned

1. Enclosed is a copy of Memorandum DM-OUHROD-2025-3085 dated November 5, 2025 from Hon. Wilfredo E. Cabral, Undersecretary for Human Resource and Organizational Development and Infrastructure, and Hon. Aurelio Paulo R. Bartolome, Assistant Secretary for Human Resource and Organizational Development (Education Facilities Division), relative to the above subject, for appropriate action.
2. Immediate dissemination of and strict compliance with this Memorandum are desired.


RAMIR B. UYTICO EdD, CESO III
Regional Director

Encl.: As Stated
Reference/s: As Stated
To be indicated in the Perpetual Index
under the following subjects:

FACILITIES

PROJECTS

REPORTS

SCHOOLS

KF/ESSD/RM Updating of Masterplan
_____/November 6, 2025



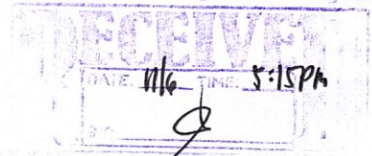
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Republika ng Pilipinas
Department of Education

OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT AND INFRASTRUCTURE

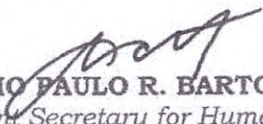
DEPARTMENT OF EDUCATION
Negros Section, Negros Island Region



MEMORANDUM
DM-OUHROD-2025-3085

TO : **Regional Directors**
Schools Division Superintendents
Regional and Division Engineers
All Others Concerned

FROM : 
WILFREDO E. CABRAL
*Undersecretary for Human Resource and
Organizational Development and Infrastructure*


AURELIO PAULO R. BARTOLOME
*Assistant Secretary for Human Resource and
Organizational Development (Education Facilities Division)*

SUBJECT : **UPDATING OF THE NATIONAL SCHOOL INFRASTRUCTURE
MASTERPLAN FOR 2026-2030**

DATE : 05 November 2025

In view of the **Year-End Conference and National Planning Workshop on the School Infrastructure Masterplan** to be held on 24-28 November 2025, pursuant to the DepEd-DPWH Joint Memorandum Circular (JMC) No. 01, s. 2024 "Formulation of a Classroom Masterplan and Masterlist for the Schools Construction and Repairs," the concerned field personnel are advised to facilitate the necessary preparatory work to review and update their respective masterlists ahead of the scheduled workshop.

To ensure a streamlined and data-driven planning process, the review and updating of the masterlists must be guided by the following parameters:

1. **Re-evaluation of the list of schools** proposed for inclusion, ensuring compliance with the following documentary and site readiness requirements:
 - o Valid site ownership documents (in favor of DepEd);
 - o Availability of buildable space for new classroom construction;
 - o Soil test results for proposed multi-storey buildings;
 - o Geohazard assessments; and
 - o Other relevant supporting documents.



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2. **Exclusion of the following projects** from the updated list:
 - Those already covered under the FY 2025 General Appropriations Act (Volume I-B), implemented by the DPWH (as of October 2025); and
 - Those funded or proposed under alternative sources such as the Special Education Fund (SEF) through LGUs, Public-Private Partnership (PPP), Infrastructure for Safer and Resilient Schools (ISRS) Project, private donors, NGOs, and other external funding mechanisms.

3. **Use of the prescribed Excel template** for the updating of masterlist accessible via this link: <https://bit.ly/MASTERLIST2026-2030> **for downloading only**. Kindly ensure that this version is used uniformly across all submissions.

4. **Observance of the following signatory protocols** for the updated masterlist:
 - Prepared by the Division Engineer;
 - Reviewed by the School Governance and Operations Division (SGOD) Chief;
 - Recommending Approval by the Schools Division Superintendent (SDS); and
 - Approved and Endorsed by the Regional Director.

5. **Submission of Masterplan/Masterlist**
 - Attached to this memo are the *Answering Guide* and *Sample Format* to assist in the preparation of the masterlist. Each region/division is encouraged to submit both hard copies and soft copies—specifically, the scanned version and the editable Excel file—to ensure proper documentation and consolidation. Soft copies must be emailed to the Education Facilities Division – Project Assessment and Programming Unit (EFD-PAPU) through email efd.papu@deped.gov.ph, copy furnished Area Managers and Focal from PAPU Unit.
 - Submissions are to be consolidated at the regional level and transmitted by the Regional Engineers to the EFD through the respective Area Managers.

This preparatory work is essential to ensure the accuracy, completeness, and integrity of our school infrastructure data, and to support effective programming, resource allocation, and monitoring.

Should you need further information/clarification, please contact the EFD through the email address provided above or landline (02) 8638-7110.

For your strict compliance.

Copy furnished:
OFFICE OF THE SECRETARY



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DIVISION OFFICE HEADER WITH LOGO

PROPOSED MASTERLIST

PROGRAM: _____ ex. BEFF- NewCon _____

FUNDING YEAR: _____ FY 2026 _____

PROPOSAL FOR NEWCON

Region	Division	School ID	School Name	Municipality	Leg District	No. of Sites	Proposed No. of Classrooms	No. of Unit	STY	CL	Proposed Scope Of Work	Number of Workshops	Workshop Type/s	Other Design Configurations (If any)	PROPOSED FUNDING YEAR	SDO PRIORITY LEVEL	RANKING
															2026		
															2026		
															2026		
															2026		
															2026		
															2026		

Prepared by:

DIVISION ENGINEER

Recommending Approval:

SDS

Reviewed by:

SGOD Chief

Endorsed and Approved by:

Regional Director

ANSWERING GUIDE

Initial Points to Consider:

- **Shovel-Ready Requirement:** Only include proposals that are considered shovel-ready. At a minimum, each entry must meet the following baseline criteria:
 - There is a confirmed buildable space, even if it requires demolition to proceed with construction.
 - The site has acceptable and verified ownership, clearly in favor of DepEd (e.g., titled to DepEd, with Deed of Donation, or covered by a valid usufruct agreement).
- **Exclusion of Non-Ready Sites:** Proposals that do not meet the above minimum requirements should not be included in this masterlist. This ensures that only viable, implementation-ready projects are prioritized for funding consideration.
- **Alignment with Other Fund Sources:** We request and recommend that during the updating of this masterlist:
 - If several proposals are already covered by other funding sources (e.g., PPP, ISRS, LGU-funded), these should be netted out or marked accordingly.
 - To maintain equitable distribution and maximize resource utilization, we encourage submitting additional proposals to match or replace those already funded by other sources. This ensures that each legislative district, city, or province continues to have a fair share of proposals under DepEd's pipeline.

Proposal for New Classroom Construction

COLUMN HEADER	SHORT DESCRIPTION/ GUIDE
Proposed No. of Classrooms	Total Classrooms including the workshop (<i>With Formula. Do not edit</i>)
No. of Unit	Number of building units that will accomodate the proposed classrooms. Input whole numbers only
STY	Storey type: indicate if the building is 1-storey, 2-storey, etc. Input whole numbers only
CL	Indicate the total number of classrooms proposed for construction in this entry. Be sure to include workshops in the count, using the conversion of 1 workshop = 2 classrooms. For example: 4 classrooms + 2 workshops = 8 classrooms total
Proposed Scope of Work	<i>With Formula. Do not edit</i>
Number of Workshops	Specify the total number of workshops being proposed. Do not convert to classroom equivalents—list the actual count only
Workshop type/s	Specify specific types or intended use for the proposed workshops
Other Design Configurations (If any)	Note any non-standard features (e.g. on stilts, L-type, U-type)
OLD SCOPE	For reference only based on the previous masterlist. May be retained as is or revised as needed. Make sure to reflect based on this template.
PROPOSED FUNDING YEAR	Indicate the target year for budget allocation or funding request (e.g., FY2026 onwards). Use single year only- Do not indicate multiple year
SDO PRIORITY LEVEL	Rank the proposal's urgency or importance based on SDO criteria (e.g., High, Medium, Low)
RANKING	Assign a priority rank (e.g., 1–10 or higher) based on urgency or strategic importance. Ranking may be done per legislative district to ensure equitable distribution across all districts, or applied at the city/province level depending on planning scope

On Buildable Space

COLUMN HEADER	SHORT DESCRIPTION/ GUIDE
WITH BUILDABLE SPACE (on proposed scope)	Indicate whether the site has sufficient buildable space for the proposed construction. Use "Yes" or "No"
Buildable Space Length x Width (ex. 22 x __)	Provide the estimated dimensions of the buildable area in meters (length × width). Example: 22 × 10
Buildable space requires demolition?	Specify if demolition of existing structures is needed to clear the buildable space. Answer "Yes" or "No"
Already with Demolition Permit?	Confirm whether a demolition permit has already been secured. Answer "Yes" or "No"
Proposed allocation includes demolition cost?	Indicate if the proposed budget shall include demolition expenses. Answer "Yes" or "No".
Estimated Amount required for demolition	Enter the estimated cost for demolition, if applicable. Use PHP value format (e.g., ₱150,000)

On Site Ownership

COLUMN HEADER	SHORT DESCRIPTION/ GUIDE
TYPE OF SITE OWNERSHIP (Preloaded data from Site Titling)	Preloaded data from Site titling Office (Do not edit)
TYPE OF SITE OWNERSHIP (Confirmation from Engineer)	Select the site ownership type based on official titling records (e.g., SP, TCT OCT Usufruct, DOD etc) as confirmed by the Engineer

On Site Accessibility

COLUMN HEADER	SHORT DESCRIPTION/ GUIDE
Accessibility Rating Scale	Rate the site's accessibility based on ease of transport and terrain. Use a scale (e.g., 1–5) where 1 = very difficult and 5 = highly accessible.
Access Type/s	List the modes of access to the site (e.g., boat, motorbike, 4-wheel drive, walking). Multiple types may be indicated.

On Geotechnical Report (FOR MULTISTOREY SCOPES ONLY)

COLUMN HEADER	SHORT DESCRIPTION/ GUIDE
Geotechnical Report available?	Indicate if a valid geotechnical report is already available. Answer "Yes" or "No".
If none, with proposal for soil test?	If no report exists, specify whether a soil test is being proposed. Answer "Yes" or "No".
Estimated Amount for Soil Test	Provide the estimated cost for conducting the soil test, if applicable. Use PHP format (e.g., ₱80,000).

On Geohazards

COLUMN HEADER	SHORT DESCRIPTION/ GUIDE
Geohazard Type on Site (if any)	Identify any geohazard present (e.g., flooding, landslide, liquefaction, fault line)
Hazard Severity Level	Rate the severity of the hazard (e.g., Low, Moderate, High, Critical)
Source of Assessment	Indicate the source of the geohazard information (e.g., MGB, LGU, site validation)

On Proposal from Other Fund Source

COLUMN HEADER	SHORT DESCRIPTION/ GUIDE
With Proposal from Other Sources?	Indicate whether there is an existing proposal for the project from a fund source. Answer "Yes" or "No".
If yes, Specify Fund Source	Identify the specific alternative funding source (e.g., LGU, ISRS , NGO, PPP, Donations).
Target Year	Enter the intended year for the proposed funding from the alternative source.