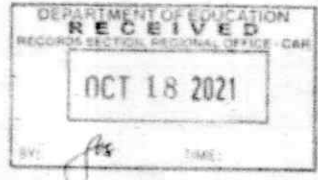




Republika ng Pilipinas  
**Kagawaran ng Edukasyon**  
 Tanggapan ng Pangalawang Kalihim



**OUA MEMO 00-1021-0122**  
**MEMORANDUM**  
 18 October 2021

**For: Regional Directors**  
**Schools Division Superintendents**  
**Principals/School Heads**  
**DepEd Field Engineers and Architects**  
**All Others Concerned**

**Subject: IMMEDIATE SUBMISSION OF PHOTOS, STORIES, AND RELEVANT INFORMATION ON GABALDON AND OTHER PUBLIC SCHOOL HERITAGE STRUCTURES**

The Department of Education, through the Office of the Undersecretary for Administration (OUA) is at the moment collecting and collating information on all Gabaldon and other public school heritage structures.

In this regard, we request all concerned to submit photos (before and after restoration) and stories of Gabaldon and heritage structures within your schools. Also please report cases of Gabaldon and similar structures that used to stand in your areas but had since been demolished, destroyed by fire, earthquake, or other calamity.

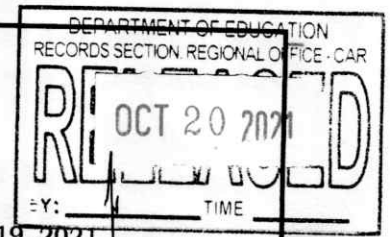
We welcome all information on these historical and architectural legacies and hope to include them in a book and conservation manual. Kindly submit requested Gabaldon photos, historical markers, artifacts (if any), stories, reports via Microsoft Teams **on or before 30 October 2021**.

Instructions on how to submit photos and other materials may be found in **OUA Memo 00-0421-0084** titled *Submission of Photo Documentation of PPAs Through Microsoft Teams* released last 20 April 2021, a copy of which is attached. Please also refer to attached **Shot List Guidelines**.

For questions/clarifications, please contact Arch. Jet Raymond Alabaso, Technical Assistant III of Education Facilities Division (EFD) at [jet.alabaso@deped.gov.ph](mailto:jet.alabaso@deped.gov.ph)

We thank you for your immediate cooperation and support to this major project.

**ALAIN DEL B. PASCUA**  
 Undersecretary



Republic of the Philippines  
**CORNELIA ADMINISTRATIVE REGION**  
 Wangal, La Trinidad, Benguet

October 19, 2021

To : **Schools Division Superintendents**  
**Division Engineers/DepEd Project Engineers/Architects**

For information and appropriate action.

**ESTELA LEON-CARIÑO EdD, CESO III**  
 REGIONAL DIRECTOR

For the Regional Director

**FLORANTE E. VERGARA**  
 OIC- ASSISTANT REGIONAL DIRECTOR

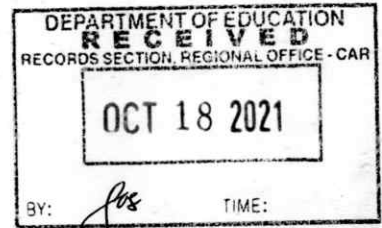


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Republika ng Pilipinas  
**Kagawaran ng Edukasyon**  
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Undersecretary



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**Office of the Undersecretary for Administration (OUA)**

[Administrative Service (AS), Information and Communications Technology Service (ICTS), Disaster Risk Reduction and Management Service (DRRMS), Bureau of Learner Support Services (BLSS), Baguio Teachers Camp (BTC), Central Security & Safety Office (CSSO)]

Department of Education, Central Office, Meralco Avenue, Pasig City  
Rm 519, Mabini Bldg; Mobile: +639260320762; Tel: (+632) 86337203, (+632) 86376207  
Email: [usec.admin@deped.gov.ph](mailto:usec.admin@deped.gov.ph); Facebook/Twitter @depedtayo

## SHOT LIST GUIDELINES

### Gabaldon School Building and Other Heritage Structures

#### A. Exterior Shots

1. *Façade – full shot/wide*
2. *Perspective angle – full, left and right side*
3. *Rear side – full shot*
4. *School name tag*

#### B. Interior Shots

1. *Hallways*
2. *Balcony*
3. *Room – at least 2*
4. *Floorings*
5. *Room dividers*
6. *Ceiling*

#### C. Selected Details

1. *Historical and significant markers, symbols, if available*
2. *Windows, doors, calado, baluster, end of top chord*

#### Note:

**Photo quality requirement - clear and of good quality, viewable.  
At least 300 dots per inch (dpi).**



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