
PROCESSING INSTRUCTIONS FOR APPROVED BUILDING PERMITS



Republic of the Philippines
NATIONAL STATISTICS OFFICE

TABLE OF CONTENTS

| | |
|--|-----------|
| 1 INTRODUCTION..... | 3 |
| 2 MANUAL PROCESSING..... | 3 |
| 2.1 Instructions for Completeness Check..... | 3 |
| 2.2 Editing Instructions..... | 3 |
| 2.3 General Instructions in Editing..... | 4 |
| 2.4 Specific Instructions in Editing..... | 5 |
| 3 FOLIOING OF DOCUMENTS..... | 12 |
| 4 MACHINE PROCESSING..... | 12 |
| 4.1 Verification of Edit Listing..... | 13 |
| 4.2 Tabulation of Results..... | 13 |
| 5 TRANSMITTAL OF DOCUMENTS AND DATA FILES TO CENTRAL OFFICE..... | 14 |
| APPENDICES | |
| 1 BP Form 1 (Control Form)..... | 15 |
| 2 BP Form 2 (Folio Cover)..... | 16 |
| 3 Philippine Standard Geographic Code..... | 17 |
| 4 Complete List of Type of Occupancy and Corresponding Codes | 37 |
| 5 Average Cost of Construction per Square Meter for Residential and Non-Residential Building by Province: 2006)..... | 40 |
| 6 List of Error Messages for BP Machine Processing of Data and Actions to be Taken..... | 43 |

PROCESSING INSTRUCTIONS FOR APPROVED BUILDING PERMITS

1 INTRODUCTION

The set of processing instructions below are procedures to detect and correct errors in data, code and folio of building permits, and verify edit listing. These will compliment the instructions contained in the User's Manual prepared for the Building Permit Computer System (BPCS) that machine process and tabulate data for building permits.

2 MANUAL PROCESSING

Manual processing involves the editing of documents to check the completeness, consistency, and reasonableness of data.

2.1 Instructions for Completeness Check

Collected documents for each month should be checked as to its completeness by verifying the beginning and ending numbers indicated in the permit numbers. Missing numbers should be indicated, with corresponding reasons, in the transmittal.

In cases where there is no construction in a given month in a municipality, the DSO/SCO/ Provincial Office Staff should request from the LBO a *certification that no building permit was approved during the reference period*. Moreover, all building permits received in the Provincial Statistics Office should also be properly controlled by municipality and by month using a control form, BP Form 1 - Control Form. (See Appendix 1.)

2.2 Editing Instructions

There are several data items in the building permit document, but only the data items below are to be edited, coded and encoded:

- | | |
|--|--------------------------------------|
| 1. Permit number | 10. Cost of equipment installed |
| 2. Date issued | • Electrical equipment installed |
| 3. Form of ownership | • Mechanical equipment installed |
| 4. Main economic activity/Kind of business | • Plumbing equipment installed |
| 5. Location of construction | 11. Number of storey |
| 6. Scope of Work | 12. Total floor area |
| 7. Number of Units | 13. Proposed date of construction |
| 8. Use or type of occupancy | 14. Expected date of completion |
| 9. Total estimated cost | 15. Materials of construction |
| • Building cost | 16. Name of Architect/Civil Engineer |
| • Electrical cost | in charge of construction |
| • Mechanical cost | |
| • Plumbing cost | |
| • Other cost | |

2.3 General Instructions in Editing

1. Use red ballpen in editing and coding of building permits.
2. Line out centavo figures.
3. In cases where the building permit has pre-printed cells on the upper right-hand portion of the form, transcribe data as illustrated below:

- a. **DATE ISSUED** - Transcribe the date of issuance of building permit in numeric figures ➡
- b. **PERMIT NUMBER** - Transcribe the last five digit number. Disregard alpha in the number ➡

| | | | | | |
|---|---|---|---|---|---|
| | | | | | |
| ■ | | | | | |
| ■ | ■ | ■ | ■ | ■ | ■ |
| ■ | ■ | ■ | | | |
| | | | | | |
| ■ | ■ | ■ | ■ | ■ | |
| ■ | ■ | ■ | ■ | ■ | ■ |
| ■ | ■ | | ■ | ■ | |
| ■ | ■ | ■ | ■ | ■ | ■ |
| ■ | ■ | | | | |
| ■ | ■ | ■ | ■ | ■ | |
| ■ | ■ | ■ | | | |
| ■ | ■ | ■ | ■ | | |

- | | |
|---|---|
| c. FORM OF OWNERSHIP and ECONOMIC ACTIVITY/ KIND OF BUSINESS CODES - Enter appropriate codes | ➞ |
| d. LOCATION OF CONSTRUCTION - Code the province and municipality of the location of construction | ➞ |
| e. SCOPE OF WORK | |
| - Transcribe code for scope of work | ➞ |
| f. NUMBER OF UNITS | |
| - Transcribe entry for number of units | ➞ |
| g TYPE OF OCCUPANCY | |
| - Transcribe code for type of occupancy | ➞ |

4. In cases where the building permit form have **no preprinted cells** for transcription of data, copy on the right-hand portion of the document the following data items in order as listed below:

- a) date issued in numeric figures
- b) permit number
- c) code for form of ownership
- d) code for main economic activity/kind of business
- e) province and municipality code for location of construction
- f) name of municipality
- g) code for scope of work
- h) number of units
- i) code for use or type of occupancy

To illustrate:

REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
OFFICE OF THE BUILDING OFFICIAL

DISTRICT/CITY/MUNICIPALITY
AREA CODE _____

APPLICATION NO.

BUILDING PERMIT

PERMIT NO. 9 7 0 5 0 0 2 6 7 **050297**
00267

DATE OF APPLICATION _____ DATE ISSUED 5-2--97

BOX 1 (TO BE ACCOMPLISHED BY DESIGNING ARCHITECT/CIVIL ENGINEER IN PRINT)

| | | | | | |
|---|---------------------|-----------------------------|------------|----|-----|
| NAME OF OWNER/APPLICANT | | LAST NAME | FIRST NAME | MI | TIN |
| | | BOADO | MICHAEL | | |
| FOR CONSTRUCTION OWNED BY AN ENTERPRISE | FORM OF OWNERSHIP | MAIN ECONOMIC ACTIVITY/KIND | | | |
| | | BUSINESS | | | |
| ADDRESS Sison Subdivision, Tagum, Davao | | | | | |
| LOCATION OF CONSTRUCTION Sison Subdivision, Tagum, Davao | | | | | |
| SCOPE OF WORK: | 2. ADDITION _____ | OTHERS (SPECIFY) | | | |
| 1. NEW CONSTRUCTION | 3. REPAIR OF _____ | 6. _____ OF _____ | | | |
| | 4. RENOVATION _____ | 7. _____ OF _____ | | | |
| | 5. DEMOLITION _____ | | | | |
| USE OR TYPE OF OCCUPANCY | | | | | |
| RESIDENTIAL INDUSTRIAL | | | | | |
| 11 SINGLE 12 DUPLEX | | | | | |

2319
TAGUM

1
X

1
11

5. The other data items such as total estimated cost, cost of equipment installed, number of storey, total floor area, proposed and expected date of completion, and materials of construction are not to be transcribed as these are to be directly encoded.

2.4 Specific Instructions in Editing

PERMIT NUMBER

1. Approved building permits are numbered continuously starting from 1 every year as follows:

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Y | Y | M | M | N | N | N | N | N |
|---|---|---|---|---|---|---|---|---|

- a) First two cells for the year;
 - b) Next two cells for the month of issuance; and
 - c) Next five cells for chronological numbering of permits issued every year.
3. The last five-digit of the *permit number* are taken for data encoding.

4. Disregard the alpha in the permit number, if there is any.
5. Blank or zero is not acceptable.

DATE ISSUED

1. Date of issuance of building permit should be written in numeric figures. For example, if the date of issuance is February 14, 2008, this should be coded as 021408.
2. Blank or zero is not acceptable.

FORM OF OWNERSHIP

1. The code for form of ownership should be as follows:

| <u>Code</u> | <u>Description</u> |
|-------------|------------------------------------|
| 1 | Private Individuals and Households |
| 2 | Single Proprietorship |
| 3 | Partnership |
| 4 | Government Corporation |
| 5 | Private Corporation |
| 6 | Cooperative |
| 7 | Association |
| 8 | Local Government |
| 9 | National Government |
| 0 | Others (e.g. church, etc.) |

2. Blank is not acceptable.
3. If there is no entry in the form of ownership, determine the name of owner whether it is a person or an enterprise. If it is an enterprise, determine the form of ownership through its name. An enterprise name with *CORP* or *INC* is classified as corporation; enterprise name that include words such as *PROPRIETOR*, *PROP* or *OWNER* is classified as single proprietorship; enterprise name with word such as *PARTNERS*, *LIMITED*, *LTD*, *ASSOCIATES* or *ASSOCS* is classified as partnership; and enterprise name with *COOPERATIVE* or *COOP* is classified as cooperative. If the name of the owner is a person, classify in private individuals and household.

MAIN ECONOMIC ACTIVITY/KIND OF BUSINESS

1. The code for main economic activity/kind of business should be as follows:

| <u>Code</u> | <u>Kind of Business</u> |
|-------------|------------------------------------|
| A | Agriculture, Hunting, and Forestry |
| B | Fishing |
| C | Mining and Quarrying |

| | |
|---|--|
| D | Manufacturing |
| E | Electricity, Gas and Water |
| F | Construction |
| G | Wholesale and Retail Trade, Repair of Motor Vehicles, Motorcycles and Personal and Household Goods |
| H | Hotels and Restaurants |
| I | Transportation, Communication, Storage |
| J | Financial Intermediation |
| K | Real Estate , Renting and Business Services |
| L | Public Administration and Defense |
| M | Education |
| N | Health and Social Work |
| O | Other Community, Social, and Personal Services |
| X | If type of occupancy is residential or Not stated |

- Blank is not acceptable.
- If the form of ownership is Code 1 (Private Individuals and Households) and the *type of occupancy* = 10, 11, 12, 13, 14 and 15 (Residential), code the *main economic activity/kind of business* as X.
- If there is no entry in *main economic activity/kind of business* and the owner is an enterprise, determine the main economic activity through the *use or type of occupancy*.

LOCATION OF CONSTRUCTION

- Code the province and municipality (4-digit province and municipality code) of the site where the construction will take place. (See Appendix 3 for the geographic codes). All building permits are filed in municipalities where construction will be undertaken except in special areas like export processing zones. Permit for building construction in export processing zone is filed with the Philippine Export Processing Zone Authority (PEZA).
- Blank or zero is not acceptable.

SCOPE OF WORK

- There should be a check mark corresponding to one of the codes from 1 to 7.
- Blank or zero is not acceptable.
- Codes = 6 or 7 (Others)* should be specified. If the specified scope of work can be classified in any of the codes from 1 to 5, check the appropriate code.
- For *Scope of Work = 1 (New Construction)*, *total cost*, *total floor area* and *number of storey* should be **non-zero**.

5. For *Scope of Work* = 2 (*Addition*), total cost and total floor area should be **non-zero**. Accept number of storey = 0, if *total floor area* is **less than 20 square meters**.
6. For *Scope of Work* = 3 (*Repair*), 4 (*Renovation*), and 5 (*Demolition*), there should be **non-zero entry** in *other cost* while *total floor area* and *number of storey* should be **zero**.

| | | |
|---------------|--|---|
| SCOPE OF WORK | 1. NEW CONSTRUCTION 2. ADDITION _____ 3. REPAIR OF _____ 4. RENOVATION OF _____ 5. DEMOLITION OF _____ | OTHERS(SPECIFY) 6. _____ OF _____ 7. _____ OF _____ |
| | | NUMBER OF UNITS _____ |

NUMBER OF UNITS

1. The number of buildings covered by the building permit should be indicated.
2. If the building permit is only for one building, the entry is 1. If the building permit is for 5 separate buildings, the entry is 5. If the building is an apartment/rowhouse/ accessoria consisting of many doors, the number of units is still 1.
3. Blank or zero is not acceptable.

USE OR TYPE OF OCCUPANCY

1. There should be a check mark in one of the occupancy code numbers from 10 to 75.
2. Blank or zero is not acceptable.
3. If *type of occupancy* code = 60 or 71:75, *number of storey* and *floor area* should be **zero**.
4. If the specified entry in *OTHERS* can be classified in any of the codes from 10 to 75, use the corresponding code. See Appendix 4 for the complete list of type of occupancy and corresponding codes.

TOTAL ESTIMATED COST

1. *Building/Electrical/Mechanical/Plumbing/Others* may or may not have non-zero entries depending upon the type of building to be constructed.
2. For *Building*, there should always be a **non-zero** entry for *Scope of Work* = 1 (*New construction* of residential, commercial, industrial, institutional, and agricultural buildings), and 2 (*Addition* to existing building).

3. If *Scope of Work* = 3 (*Repair*) or 4 (*Renovation*), *building, electrical, mechanical, plumbing, and other cost* may have non-zero entries, as the case maybe.
4. If *Use or Type of Occupancy* = 60 (*Other Construction*) or 71 to 74 (*Street furnitures, landscaping & signboards*) **only** the lines on *Others* and *Total Cost* should have **non-zero** entries.

5. Verify *Total Cost*, as follows :

- a) zero entry is **not** acceptable
- b) check the total cost using this formula:

$$\text{Total Cost} = \text{Cost of (Building + Electrical + Mechanical + Plumbing + Others)}$$

- c) if the number of units is more than 1, the entry in *Total Cost* should correspond to the total number of units covered by the building permits.
6. If only *Total Cost* is given and the *Scope of Work* = 1 (*New construction*), apportion the total cost as follows:

| | |
|--------------------|------------|
| building - - - - - | 60% |
| electricity- - - - | 10% |
| mechanical- - - - | 0% |
| plumbing - - - - - | 10% |
| Others - - - - - | <u>20%</u> |
| TOTAL - - - - - | 100% |

7. If Total Estimated Cost or Total Floor Area is not given and if *Scope of Work* = 1 (*New Construction*), impute the Total Estimated Cost or Total Floor Area by using the **average cost per floor area** by type of building, by province for the year 2006 given in Appendix 5 as follows:

$$\text{Total Cost} = \text{total floor area} \times \text{average cost per floor area for the province}$$

$$\text{Total Floor Area} = \text{total cost} / \text{average cost per floor area for the province}$$

8. Compute the *average cost per floor area* using the formula below:

$$\text{Average Cost per Floor Area} = \text{Total Costs} / \text{Total Floor Area}$$

This value should be within the P1,000 to P30,000. However, use your best judgment in editing *average cost per floor area* that are outside the specified range.

| | | | |
|-----------------------------|---------|--|---|
| TOTAL ESTIMATED COST | | COST OF EQUIPMENT INSTALLED P _____ P _____ P _____ | NUMBER OF STOREYS _____ |
| BUILDING | P _____ | | TOTAL FLOOR AREA _____ |
| ELECTRICAL | P _____ | | PROPOSED DATE OF CONSTRUCTION _____ |
| MECHANICAL | P _____ | | EXPECTED DATE OF COMPLETION _____ |
| PLUMBING | P _____ | | MATERIALS OF CONST _____ (WOOD, CONCRETE., STEEL, MIXED) |
| OTHERS | P _____ | | |
| TOTAL COST | P _____ | | |

COST OF EQUIPMENT INSTALLED

1. The entries must be **less than** the entries on the same lines under *Total Estimated Cost*.
2. Blank or zero is acceptable.

NUMBER OF STOREY

1. The entry should be non-zero if *Scope of Work* = 1 (*New construction* of residential, commercial, industrial, institutional and agricultural buildings).
2. The entry should be **zero** if *Scope of Work* = 3 (*Repair*), 4 (*Renovation*) or 5 (*Demolition*).
3. If the *Scope of Work* = 2 (*Addition*), **zero** is acceptable if *total floor area* is **less than** 20 square meters.

TOTAL FLOOR AREA

1. The *total floor area* should be reported in square meters.
2. Line out decimals.
3. There should **always be a non-zero** entry for *Scope of Work* = 1 (*New construction* of residential, commercial, industrial, institutional, and agricultural buildings), and 2 (*Addition* to existing building).
4. If *Scope of Work* = 3 (*Repair*) or 4 (*Renovation*) or 5 (*Demolition*) of buildings, **zero** entry for *total floor area* is acceptable.
5. Be guided by the following indicators in editing the average floor area. Compute the *average floor area per unit* and *average floor area per storey* using the following:

Average Floor Area per Unit = *Total floor Area* / *Number of Units*

Average Floor Area per Storey = *Total floor Area* / *Number of Storey*

These values should be equal or greater than **16 square meters** if type of occupancy code =11:15 and **4 square meters** if type of occupancy code =20:52 or 61:64. However, use your best judgment in editing *average floor area per unit* that are outside the specified value depending on the type of occupancy of the building.

PROPOSED DATE OF CONSTRUCTION

1. *Proposed date of construction* should be indicated in numeric figures. For example, if the date is June 19, 1996, this should be indicated as 061996.
2. Blank or zero is not acceptable.
3. If blank, transcribe the *Date Issued* on the space provided for *Proposed Date of Construction*.

EXPECTED DATE OF COMPLETION

1. The date should be **later** than the *proposed date of construction* and *date of issuance*. It should also be written in numeric figures.
2. Blank or zero is not acceptable.

MATERIALS OF CONSTRUCTION

1. Transcribe the initial letter of materials to be used in the construction as follows:

| | |
|---|--------------|
| W | for wood |
| C | for concrete |
| S | for Steel |
| M | for mixed |

NAME OF CONTRACTOR

1. Blank or zero is not acceptable.
2. If there is no entry in the name of Architect/Civil Engineer in-charge of construction in **box 7**, transcribe the name of Architect/Civil Engineer from **box 6** of the building permit.
3. Transcribe the name of contractor to the following codes:

| <u>Code</u> | <u>Description</u> |
|-------------|---|
| 1 | Individual – If the name of the contractor is that of an individual |
| 2 | Developer/Real Estate - if the name of the contractor includes words such as Developer. |
| 3 | Corporation - if the name of the contractor includes words such as Corporations or CORP., Incorporated or INC. |

| | | |
|---|-------------|--------------|
| Box 7 | | |
| ARCHITECT/CIVIL ENGINEER IN-CHARGE OF CONSTRUCTION | | PRC REG. NO. |
| PRINT NAME | | |
| ADDRESS | | |
| PTR NO. | DATE ISSUED | PLACE ISSUED |
| SIGNATURE | | TAN |

4. If number of units is more than 1, refer the name of the owner of the building, if the name of the owner of the building includes word such as Developer, code name of contractor as a 2 and 3 if the name of the owner of the building includes word such as Corporation, Corp or Inc.

3 FOLIOING OF DOCUMENTS

After the questionnaires have been edited these will be folioed before data encoding. The procedures for folioing are as follows:

1. Sort documents by municipality.
2. Folio the documents in set of 100. As much as possible all documents in a municipality should be in one folio.
3. Number and label each folio indicating the following in the folio cover, BP Form 2 – Folio Cover. (See Appendix 2):
 - a. Province;
 - b. Year, Quarter and Month;
 - c. Folio Number, which should be from 001 to 999;
 - d. Folio ID;
 - e. Date folioed encoded; and
 - f. Name of persons who performed the folioing and data encoding.
4. Assign a folio ID to every folio as follows: YYQPPfff where
 - YY = reference year
 - Q = reference quarter
 - PP = province code
 - fff = folio number
5. Number the documents in a folio starting with **00** for the first document and **99** for the 100th document. Write the document number on the upper center portion of the document.

4 MACHINE PROCESSING

Machine data processing includes data encoding, validation of data including encoding of updates, completeness check, and generation of tables. It utilizes micro-computers with especially prepared application program in the BPCS. An instruction manual for the BPCS was prepared to guide each and every NSO personnel involved in the processing

of building permit. Encoding will be done using the specified data entry module in the BPCS.

Statistical tables generated by field offices using the BPCS can be disseminated and published as preliminary statistics for the province or region.

4.1 Verification of Edit Listing

During data processing, items which did not meet editing specifications will be flagged in edit or reject listing. The Edit Listing displays the inconsistencies, errors and omissions found in the building permits as identified by the folio ID and sheet number. It should be verified against the identified building permit and corresponding corrections and or updates be made in the data files.

1. Use red ballpen in reflecting corrections in the Edit Listing.
2. Ensure that editing procedures are followed if there are inconsistencies between the flagged data items and the data in the document.
3. Write on the space nearest the item the correct value in the Edit Listing. This will guide the encoder in reflecting corrections in the data files.
4. See Appendix 6 for the complete list of error messages and the corresponding action to be taken for easy reference.

4.2 Tabulation of Results

Preliminary and final statistical tables from approved Building Permits will be tabulated monthly, quarterly and annually at the national, regional, provincial, and municipality level. These are the following:

Table 1 Number, floor area and value of building constructions, by type of building, by region, province, city/municipality for (period)

Table 2 Number of new residential building constructions, floor area and value of constructions by type of building, by region, province, city/municipality for (period)

Table 3 Number of new non-residential building constructions started, floor area and value of constructions, by type of building, by region, province, city/municipality for (period)

Table 4 Number of new commercial building constructions started, floor area and value of constructions, by type of building, by region, province, city/municipality for (period)

Table 5 Number of new industrial building constructions started, floor area and value of constructions, by type of building, by region, province, city/municipality for (period)

5 TRANSMITTAL OF DOCUMENTS AND DATA FILES TO CENTRAL OFFICE

Diskettes containing batch files and merged files with filenames **YYQPPff** and **BPSYYQn.mge**, respectively, together with the processed and properly folioed building permits should be transmitted to ITSD Central Office via the fastest means **not later than the 22nd calendar day after the reference month**. Data files may also be sent directly to ITSD as attachment to e-mail to Ms. DULCE REGALA with e-mail address **d.regala@census.gov.ph**.

In cases where there are no building construction in some municipalities, certification from the LBO should be included in the transmittal. All transmittal should be addressed as:

| |
|--|
| <p style="text-align: center;">THE ADMINISTRATOR NATIONAL STATISTICS OFFICE STA. MESA, MANILA ATTENTION; Chief, ITSD</p> <p style="text-align: center;">Contents: Building Permits</p> |
|--|

A copy of the statistical tables should be provided the Regional Offices. These data can then be released by the Regional Director as **preliminary estimates** for the provinces.

Appendix 1 **BP Form 1 (Control Form)**

| BP Control Form 1 <div style="text-align: right;"> Province : _____ Year : _____ Quarter/Month : _____ </div> | | | | |
|---|---------------|----------------|------------------------|---------|
| Municipality | Date Received | Number of B.P. | Number of Missing B.P. | Remarks |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| Controlled by: _____ | | | | |

Appendix 2 **BP Form 2 (Folio Cover)**

BP Form 2

Building Permit Folio Cover

Province

Year:

Quarter/Month

Folio Number

Folio ID

:

:

:

:

:

Folioed by:

Date:

:

:

Encoded by:

Date:

:

:

Appendix 3 Philippine Standard Geographic Code

| | | | |
|-----------|-------------------------|-----------|-----------------------|
| 01 | ABRA | 03 | AGUSAN DEL SUR |
| 0101 | Bangued | 0301 | Bayugan |
| 0102 | Boliney | 0302 | Bunawan |
| 0103 | Bucay | 0303 | Esperanza |
| 0104 | Bucloc | 0304 | La Paz |
| 0105 | Daguioman | 0305 | Loreto |
| 0106 | Danglas | 0306 | Prosperidad (Capital) |
| 0107 | Dolores | 0307 | Rosario |
| 0108 | La Paz | 0308 | San Francisco |
| 0109 | Lacub | 0309 | San Luis |
| 0110 | Lagangilang | 0310 | Sta. Josefa |
| 0111 | Lagayan | 0311 | Talacogon |
| 0112 | Langiden | 0312 | Trento |
| 0113 | Licuan-Baay (Licuan) | 0313 | Veruela |
| 0114 | Luba | 0314 | Sibagat |
| 0115 | Malibcong | | |
| 0116 | Manabo | 04 | AKLAN |
| 0117 | Penarrubia | 0401 | Altavas |
| 0118 | Pidigan | 0402 | Balete |
| 0119 | Pilar | 0403 | Banga |
| 0120 | Sallapadan | 0404 | Batan |
| 0121 | San Isidro | 0405 | Buruanga |
| 0122 | San Juan | 0406 | Ibajay |
| 0123 | San Quintin | 0407 | Kalibo |
| 0124 | Tayum | 0408 | Lezo |
| 0125 | Tineg | 0409 | Libacao |
| 0126 | Tubo | 0410 | Madalag |
| 0127 | Villaviciosa | 0411 | Makato |
| | | 0412 | Malay |
| 02 | AGUSAN DEL NORTE | 0413 | Malinao |
| 0201 | Buenavista | 0414 | Nabas |
| 0202 | Butuan City (Capital) | 0415 | New Washington |
| 0203 | Cabadbaran | 0416 | Numancia |
| 0204 | Carmen | 0417 | Tangalan |
| 0205 | Jabonga | | |
| 0206 | Kitcharao | 05 | ALBAY |
| 0207 | Las Nieves | 0501 | Bacacay |
| 0208 | Magallanes | 0502 | Camalig |
| 0209 | Nasipit | 0503 | Daraga (Locsin) |
| 0210 | Santiago | 0504 | Guinobatan |
| 0211 | Tubay | 0505 | Jovellar |
| 0212 | Remedios T. Romualdez | 0506 | Legazpi City |

0507 Libon
 0508 Ligao
 0509 Malilipot
 0510 Malinao
 0511 Manito
 0512 Oas
 0513 Pio Duran
 0514 Polangui
 0515 Rapu-Rapu
 0516 Santo Domingo (Libog)
 0517 Tabaco
 0518 Tiwi

06 ANTIQUE

0601 Anini-Y
 0602 Barbaza
 0603 Belison
 0604 Bugasong
 0605 Caluya
 0606 Culasi
 0607 Tobias Fornier (Dao)
 0608 Hamtic
 0609 Lawa-An
 0610 Libertad
 0611 Pandan
 0612 Patnongan
 0613 San Jose
 0614 San Remigio
 0615 Sebaste
 0616 Sibalom
 0617 Tibiao
 0618 Valderama

07 BASILAN

0701 Isabela (Capital)
 0702 Lamitan
 0703 Lantawan
 0704 Maluso
 0705 Sumisip
 0706 Tipo-Tipo
 0707 Tuburan

08 BATAAN

0801 Abucay
 0802 Bagac
 0803 Balanga

0804 Dinalupihan
 0805 Hermosa
 0806 Limay
 0807 Mariveles
 0808 Morong
 0809 Orani
 0810 Orion
 0811 Pilar
 0812 Samal

09 BATANES

0901 Basco
 0902 Itbayat
 0903 Ivana
 0904 Mahatao
 0905 Sabtang
 0906 Uyugan

10 BATANGAS

1001 Agoncillo
 1002 Alitagtag
 1003 Balayan
 1004 Balete
 1005 Batangas City
 1006 Bauan
 1007 Calaca
 1008 Calatagan
 1009 Cuenca
 1010 Ibaan
 1011 Laurel
 1012 Lemery
 1013 Lian
 1014 Lipa City
 1015 Lobo
 1016 Mabini
 1017 Malvar
 1018 Mataas-Na-Kahoy
 1019 Nasugbu
 1020 Padre Garcia
 1021 Rosario
 1022 San Jose
 1023 San Juan
 1024 San Luis
 1025 San Nicolas
 1026 San Pacual
 1027 Sta. Teresita
 1028 Sto. Tomas
 1028 Taal

| | | | |
|------|------------------|------|----------------------------|
| 1030 | Talisay | 1225 | Jagna |
| 1031 | Tanauan | 1226 | Jetafe |
| 1032 | Taysan | 1227 | Lila |
| 1033 | Tingloy | 1228 | Loay |
| 1034 | Tuy | 1229 | Loboc |
| | | 1230 | Loon |
| 11 | BENGUET | 1231 | Mabini |
| | | 1232 | Maribojoc |
| 1101 | Atok | 1233 | Panglao |
| 1102 | Baguio City | 1234 | Pilar |
| 1103 | Bakun | 1235 | Pres. C.P. Garcia (Pitogo) |
| 1104 | Bokod | 1236 | Sagbayan (Borja) |
| 1105 | Buguias | 1237 | San Isidro |
| 1106 | Itogon | 1238 | San Miguel |
| 1107 | Kabayan | 1239 | Sevilla |
| 1108 | Kapangan | 1240 | Sierra-Bullones |
| 1109 | Kibungan | 1241 | Sikatuna |
| 1110 | La Trinidad | 1242 | Tagbilaran City |
| 1111 | Mankayan | 1243 | Talibon |
| 1112 | Sablan | 1244 | Trinidad |
| 1113 | Tuba | 1245 | Tubigon |
| 1114 | Tublay | 1246 | Ubay |
| | | 1247 | Valencia |
| 12 | BOHOL | 1248 | Bien Unido |
| | | | |
| 1201 | Alburquerque | 13 | BUKIDNON |
| 1202 | Alicia | | |
| 1203 | Anda | 1301 | Baungon |
| 1204 | Antequera | 1302 | Damulog |
| 1205 | Baclayon | 1303 | Dangcagan |
| 1206 | Balilihan | 1304 | Don Carlos |
| 1207 | Batuan | 1305 | Impasug-Ong |
| 1208 | Bilar | 1306 | Kadingilan |
| 1209 | Buenavista | 1307 | Kalilangan |
| 1210 | Calape | 1308 | Kibawe |
| 1211 | Candijay | 1309 | Kitaotao |
| 1212 | Carmen | 1310 | Lantapan |
| 1213 | Catigbian | 1311 | Libona |
| 1214 | Clarín | 1312 | Malaybalay City (Capital) |
| 1215 | Corella | 1313 | Malitbog |
| 1216 | Cortes | 1314 | Manolo Fortich |
| 1217 | Dagohoy | 1315 | Maramag |
| 1218 | Danao | 1316 | Pangantucan |
| 1219 | Dauis | 1317 | Quezon |
| 1220 | Dimiao | 1318 | San Fernando |
| 1221 | Duero | 1319 | Sumilao |
| 1222 | Garcia-Hernandez | 1320 | Talakag |
| 1223 | Guindulman | 1321 | Valencia |
| 1224 | Inabanga | 1322 | Cabanglasan |

14 BULACAN

| | |
|------|------------------------|
| 1401 | Angat |
| 1402 | Balagtas (Bigaa) |
| 1403 | Baliuag |
| 1404 | Bocaue |
| 1405 | Bulacan |
| 1406 | Bustos |
| 1407 | Calumpit |
| 1408 | Guiguinto |
| 1409 | Hagonoy |
| 1410 | Malolos |
| 1411 | Marilao |
| 1412 | Meycauayan |
| 1413 | Norzagaray |
| 1414 | Obando |
| 1415 | Pandi |
| 1416 | Paombong |
| 1417 | Plaridel |
| 1418 | Pulilan |
| 1419 | San Ildefonso |
| 1420 | San Jose Del Monte |
| 1421 | San Miguel |
| 1422 | San Rafael |
| 1423 | Sta. Maria |
| 1424 | Dona Remedios Trinidad |

15 CAGAYAN

| | |
|------|--------------|
| 1501 | Abulug |
| 1502 | Alcala |
| 1503 | Allacapan |
| 1504 | Amulung |
| 1505 | Aparri |
| 1506 | Baggao |
| 1507 | Ballesteros |
| 1508 | Buguey |
| 1509 | Calayan |
| 1510 | Camalaniugan |
| 1511 | Claveria |
| 1512 | Enrile |
| 1513 | Gattaran |
| 1514 | Gonzaga |
| 1515 | Iguig |
| 1516 | Lal-Lo |
| 1517 | Lasam |
| 1518 | Pamplona |
| 1519 | Peñablanca |
| 1520 | Piat |

| | |
|------|---------------------------|
| 1521 | Rizal |
| 1522 | Sanchez-Mira |
| 1523 | Sta. Ana |
| 1524 | Sta. Praxedes (Langangan) |
| 1525 | Sta. Teresita |
| 1526 | Sto. Niño (Faire) |
| 1527 | Solana |
| 1528 | Tuao |
| 1529 | Tuguegarao |

16 CAMARINES NORTE

| | |
|------|---------------------------|
| 1601 | Basud |
| 1602 | Capalonga |
| 1603 | Daet |
| 1604 | San Lorenzo Ruiz (Imelda) |
| 1605 | Jose Panganiban |
| 1606 | Labo |
| 1607 | Mercedes |
| 1608 | Paracale |
| 1609 | San Vicente |
| 1610 | Sta. Elena |
| 1611 | Talisay |
| 1612 | Vinzons |

17 CAMARINES SUR

| | |
|------|--------------|
| 1701 | Baao |
| 1702 | Balatan |
| 1703 | Bato |
| 1704 | Bombon |
| 1705 | Buhi |
| 1706 | Bula |
| 1707 | Cabusao |
| 1708 | Calabanga |
| 1709 | Camaligan |
| 1710 | Canaman |
| 1711 | Caramoan |
| 1712 | Del Gallego |
| 1713 | Gainza |
| 1714 | Garchitorena |
| 1715 | Goa |
| 1716 | Iriga City |
| 1717 | Lagonoy |
| 1718 | Libmanan |
| 1719 | Lupi |
| 1720 | Magarao |
| 1721 | Milaor |
| 1722 | Minalabac |

1723 Nabua
 1724 Naga City
 1725 Ocampo
 1726 Pamplona
 1727 Pasacao
 1728 Pili
 1729 Presentacion (Parubcan)
 1730 Ragay
 1731 Sagnay
 1732 San Fernando
 1733 San Jose
 1734 Sipocot
 1735 Siruma
 1736 Tigaon
 1737 Tinambac

18 CAMIGUIN

1801 Catarman
 1802 Guinsiliban
 1803 Mahinog
 1804 Mambajao (Capital)
 1805 Sagay

19 CAPIZ

1901 Cuartero
 1902 Dao
 1903 Dumalag
 1904 Dumarao
 1905 Ivisan
 1906 Jamindan
 1907 Maayon
 1908 Mambusao
 1909 Panay
 1910 Panitan
 1911 Pilar
 1912 Pontevedra
 1913 Pres. Roxas
 1914 Roxas City
 1915 Sapi-An
 1916 Sigma
 1917 Tapaz

20 CATANDUANES

2001 Bagamanoc
 2002 Baras
 2003 Bato

2004 Caramoran
 2005 Gigmoto
 2006 Pandan
 2007 Panganiban (Payo)
 2008 San Andres (Calulbon)
 2009 San Miguel
 2010 Vega
 2011 Virac

21 CAVITE

2101 Alfonso
 2102 Amadeo
 2103 Bacoar
 2104 Carmona
 2105 Cavite City
 2106 Dasmariñas
 2107 Gen. E. Aguinaldo (Bailen)
 2108 Gen. Trias
 2109 Imus
 2110 Indang
 2111 Kawit
 2112 Magallanes
 2113 Maragondon
 2114 Mendez-Nunez
 2115 Naic
 2116 Noveleta
 2117 Rosario
 2118 Silang
 2119 Tagaytay City
 2120 Tanza
 2121 Ternate
 2122 Trece Martires City
 2123 Gen. M. Alvarez

22 CEBU

2201 Alcantara
 2202 Alcoy
 2203 Alegria
 2204 Aloguinsan
 2205 Argao
 2206 Asturias
 2207 Badian
 2208 Balamban
 2209 Bantayan
 2210 Barili
 2211 Bogo
 2212 Boljoon

2213 Borbon
 2214 Carcar
 2215 Carmen
 2216 Catmon
 2217 Cebu City
 2218 Compostela
 2219 Consolacion
 2220 Cordoba
 2221 Daanbantayan
 2222 Dalaguete
 2223 Danao City
 2224 Dumanjug
 2225 Ginatilan
 2226 Lapu-Lapu City (Opon)
 2227 Liloan
 2228 Madridejos
 2229 Malabuyoc
 2230 Mandaue City
 2231 Medellin
 2232 Minglanilla
 2233 Moalboal
 2234 Naga
 2235 Oslob
 2236 Pilar
 2237 Pinamungajan
 2238 Poro
 2239 Ronda
 2240 Samboan
 2241 San Fernando
 2242 San Francisco
 2243 San Remigio
 2244 Sta. Fe
 2245 Santander
 2246 Sibonga
 2247 Sogod
 2248 Tabogon
 2249 Tabuelan
 2250 Talisay
 2251 Toledo City
 2252 Tuburan
 2253 Tudela

23 DAVAO DEL NORTE

2301 Asuncion (Saug)
 2303 Carmen
 2305 Kapalong
 2314 New Corella
 2315 Panabo

2317 Island Garden City Of Samal
 2318 Sto. Tomas
 2319 Tagum City (Capital)
 2322 Talaingod
 2323 Braulio E. Dujali

24 DAVAO DEL SUR

2401 Bansalan
 2402 Davao City
 2403 Digos City (Capital)
 2404 Hagonoy
 2405 Jose Abad Santos (Trinidad)
 2406 Kiblawan
 2407 Magsaysay
 2408 Malalag
 2409 Malita
 2410 Matanao
 2411 Padada
 2412 Sta. Cruz
 2413 Sta. Maria
 2414 Sulop
 2415 Sarangani
 2416 Don Marcelino

25 DAVAO ORIENTAL

2501 Baganga
 2502 Banay-Banay
 2503 Boston
 2504 Caraga
 2505 Cateel
 2506 Governor Generoso
 2507 Lupon
 2508 Manay
 2509 Mati (Capital)
 2510 San Isidro
 2511 Tarragona

26 EASTERN SAMAR

2601 Arteche
 2602 Balangiga
 2603 Balangkayan
 2604 Borongan
 2605 Can-Avid
 2606 Dolores
 2607 Gen. Macarthur
 2608 Giporlos

2609 Guianan
 2610 Hernani
 2611 Jipapad
 2612 Lawa-An
 2613 Llorente
 2614 Maslog
 2615 Maydolong
 2616 Mercedes
 2617 Oras
 2618 Quinapundan
 2619 Salcedo
 2620 San Julian
 2621 San Policarpo
 2622 Sulat
 2623 Taft

27 IFUGAO

2701 Banaue
 2702 Hungduan
 2703 Kiangnan
 2704 Lagawe (Burnay)
 2705 Lamut
 2706 Mayoyao
 2707 Alfonso Lista (Potia)
 2708 Aguinaldo
 2709 Hingyon
 2710 Tinoc
 2711 Asipulo

28 ILOCOS NORTE

2801 Adams
 2802 Bacarra
 2803 Badoc
 2804 Bangui
 2805 Batac
 2806 Burgos
 2807 Carasi
 2808 Currimao
 2809 Dingras
 2810 Dumalneg
 2811 Banna (Espiritu)
 2812 Laoag City
 2813 Marcos
 2814 Nueva Era
 2815 Pagudpud
 2816 Paoay
 2817 Pasuquin

2818 Piddig
 2819 Pinili
 2820 San Nicolas
 2821 Sarrat
 2822 Solsona
 2823 Vintar

29 ILOCOS SUR

2901 Alilem
 2902 Banayoyo
 2903 Bantay
 2904 Burgos
 2905 Cabugao
 2906 Candon
 2907 Caoayan
 2908 Cervantes
 2909 Galimuyod
 2910 Gregorio Del Pilar
 2911 Lidlidda
 2912 Magsingal
 2913 Nagbukel
 2914 Narvacan
 2915 Quirino (Angaki)
 2916 Salcedo (Baugen)
 2917 San Emilio
 2918 San Esteban
 2919 San Ildefonso
 2920 San Juan (Lapog)
 2921 San Vicente
 2922 Santa
 2923 Sta. Catalina
 2924 Sta. Cruz
 2925 Sta. Lucia
 2926 Sta. Maria
 2927 Santiago
 2928 Sto. Domingo
 2929 Sigay
 2930 Sinait
 2931 Sugpon
 2932 Suyo
 2933 Tagudin
 2934 Vigan

30 ILOILO

3001 Ajuy
 3002 Alimodian
 3003 Anilao

3004 Badiangan
 3005 Balasan
 3006 Banate
 3007 Barotac Nuevo
 3008 Barotac Viejo
 3009 Batad
 3010 Bingawan
 3012 Cabatuan
 3013 Calinog
 3014 Carles
 3015 Concepcion
 3016 Dingle
 3017 Dueñas
 3018 Dumangas
 3019 Estancia (Concepcion)
 3020 Guimbal
 3021 Igaras
 3022 Iloilo City
 3023 Janiuay
 3025 Lambunao
 3026 Leganes
 3027 Lemery
 3028 Leon
 3029 Maasin
 3030 Miagao
 3031 Mina
 3032 New Lucena
 3034 Oton
 3035 Passi
 3036 Pavia
 3037 Pototan
 3038 San Dionisio
 3039 San Enrique
 3040 San Joaquin
 3041 San Miguel
 3042 San Rafael
 3043 Sta. Barbara
 3044 Sara
 3045 Tigbauan
 3046 Tubungan
 3047 Zarraga

31 ISABELA

3101 Alicia
 3102 Angadanan
 3103 Aurora
 3104 Benito Soliven
 3105 Burgos

3106 Cabagan
 3107 Cabatuan
 3108 Cauayan
 3109 Cordon
 3110 Dinapigui
 3111 Divilican
 3112 Echague
 3113 Gamu
 3114 Ilagan
 3115 Jones
 3116 Luna (Antatet)
 3117 Maconacon
 3118 Delfin Albano (Magsaysay)
 3119 Mallig
 3120 Naguilian
 3121 Palanan
 3122 Quezon
 3123 Quirino
 3124 Ramon
 3125 Reina Mercedes
 3126 Roxas
 3127 San Agustin
 3128 San Guillermo
 3129 San Isidro
 3130 San Manuel (Callang)
 3131 San Mariano
 3132 San Mateo
 3133 San Pablo
 3134 Sta. Maria
 3135 Santiago
 3136 Sto. Tomas
 3137 Tumauini

32 KALINGA

3201 Balbalan
 3206 Lubuagan
 3208 Pasil
 3209 Pinukpuk
 3211 Rizal (Liwan)
 3213 Tabuk (Capital)
 3214 Tanudan
 3215 Tinglayan

33 LA UNION

3301 Agoo
 3302 Aringay
 3303 Bacnotan

3304 Bagulin
 3305 Balaoan
 3306 Bangar
 3307 Bauang
 3308 Burgos
 3309 Caba
 3310 Luna
 3311 Naguilian
 3312 Pugo
 3313 Rosario
 3314 San Fernando
 3315 San Gabriel
 3316 San Juan
 3317 Sto. Tomas
 3318 Santol
 3319 Sudipen
 3320 Tubao

34 LAGUNA

3401 Alaminos
 3402 Bay
 3403 Binan
 3404 Cabuyao
 3405 Calamba (Canlubang)
 3406 Calauan
 3407 Cavinti
 3408 Famy
 3409 Kalayaan (Longos)
 3410 Liliw
 3411 Los Banos
 3412 Luisiana
 3413 Lumban
 3414 Mabitac
 3415 Magdalena
 3416 Majayjay
 3417 Nagcarlan
 3418 Paete
 3419 Pagsanjan
 3420 Pakil
 3421 Pangil
 3422 Pila
 3423 Rizal
 3424 San Pablo City
 3425 San Pedro
 3426 Sta. Cruz
 3427 Sta. Maria
 3428 Sta. Rosa
 3429 Siniloan
 3430 Victoria

35 LANA DEL NORTE

3501 Bacolod
 3502 Balo-I
 3503 Baroy
 3504 Iligan City
 3505 Kapatagan
 3506 Sultan Naga Dimaporo
 3507 Kauswagan
 3508 Kolambugan
 3509 Lala
 3510 Linamon
 3511 Magsaysay
 3512 Maigo
 3513 Matungao
 3514 Munai
 3515 Nunungan
 3516 Pantao Ragat
 3517 Poona Piagapo
 3518 Salvador
 3519 Sapad
 3520 Tagoloan
 3521 Tangcal
 3522 Tubod (Capital)
 3523 Pantar

36 LANA DEL SUR

3601 Bacolod-Kalawi
 3602 Balabagan
 3603 Balindong (Watu)
 3604 Bayang
 3605 Binidayan
 3606 Bubong
 3607 Butig
 3609 Ganassi
 3610 Kapai
 3611 Lumba-Bayabao (Maguing)
 3612 Lumbatan
 3613 Madalum
 3614 Madamba
 3615 Malabang
 3616 Marantao
 3617 Marawi City *
 3618 Masiu
 3619 Mulondo
 3620 Pagayawan (Tatarikan)
 3621 Piagapo
 3622 Poon-A-Bayabao (Gata)
 3623 Pualas

3624 Ditsaan Rmain
 3625 Saguieran
 3626 Tamparan
 3627 Taraka
 3628 Tubaran
 3629 Tugaya
 3630 Wao
 3631 Marogong
 3632 Calanogas
 3633 Buadiposo-Buntong
 3634 Maguing
 3635 Sultan Gumander
 3636 Lumbayanague
 3637 Bumbaran
 3638 Tagoloan
 3639 Kapatagan
 3640 Sultan Dumalondong

37 LEYTE

3701 Abuyog
 3702 Alangalang
 3703 Albuera
 3705 Babatngon
 3706 Barugo
 3707 Bato
 3708 Baybay
 3710 Burauen
 3713 Calubian
 3714 Capoocan
 3715 Carigara
 3717 Dagami
 3718 Dulag
 3719 Hilongos
 3720 Hindang
 3721 Inopacan
 3722 Isabel
 3723 Jaro
 3724 Javier (Bugho)
 3725 Julita
 3726 Kananga
 3728 La Paz
 3729 Leyte
 3730 Macarthur
 3731 Mahaplag
 3733 Matag-Ob
 3734 Matalom
 3735 Mayorga
 3736 Merida

3738 Ormoc City
 3739 Palo
 3740 Palompon
 3741 Pastrana
 3742 San Isidro
 3743 San Miguel
 3744 Santa Fe
 3745 Tabango
 3746 Tabontabon
 3747 Tacloban City
 3748 Tanauan
 3749 Tolosa
 3750 Tunga
 3751 Villaba

38 MAGUINDANAO

3801 Ampatuan
 3802 Buldon
 3803 Buluan
 3804 Cotabato City *
 3805 Datu Paglas
 3806 Datu Piang
 3807 Datu Odin Sinsuat (Dinaig)
 3808 Shariff Aguak (Maganoy)
 3809 Matanog
 3810 Pagalungan
 3811 Parang
 3812 Sultan Kudarat (Nuling)
 3813 Sultan Sa Barongis
 3814 Kabuntalan (Tumbao)
 3815 Upi
 3816 Talayan
 3817 South Upi
 3818 Barira
 3819 Gen. S.K. Pendatun
 3820 Mamasapano
 3821 Talitay
 3822 Pagagawan

39 MANILA, FIRST DISTRICT

3901 Tondo
 3902 Binondo
 3903 Quiapo
 3904 San Nicolas
 3905 Sta. Cruz
 3906 Sampaloc (Sta. Mesa)
 3907 San Miguel

3908 Ermita
 3909 Intramuros
 3910 Malate
 3911 Paco
 3912 Pandacan
 3913 Port Area
 3914 Sta. Ana

40 MARINDUQUE

4001 Boac
 4002 Buenavista
 4003 Gasan
 4004 Mogpog
 4005 Santa Cruz
 4006 Torrijos

41 MASBATE

4101 Aroroy
 4102 Baleno
 4103 Balud
 4104 Batuan
 4105 Cataingan
 4106 Cawayan
 4107 Claveria
 4108 Dimasalang
 4109 Esperanza
 4110 Mandaon
 4111 Masbate
 4112 Milagros
 4113 Mobo
 4114 Monreal
 4115 Palanas
 4116 Pio V. Corpuz (Limbuhan)
 4117 Placer
 4118 San Fernando
 4119 San Jacinto
 4120 San Pascual
 4121 Uson

42 MISAMIS OCCIDENTAL

4201 Aloran
 4202 Baliangao
 4203 Bonifacio
 4204 Calamba
 4205 Clarin
 4206 Concepcion

4207 Jimenez
 4208 Lopez Jaena
 4209 Oroquieta City (Capital)
 4210 Ozamis City
 4211 Panaon
 4212 Plaridel
 4213 Sapang Dalaga
 4214 Sinacaban
 4215 Tangub City
 4216 Tudela
 4217 Don V. Chiongbian

43 MISAMIS ORIENTAL

4301 Alubijid
 4302 Balingasag
 4303 Balingoan
 4304 Binuangan
 4305 Cagayan De Oro City (Capital)
 4306 Claveria
 4307 El Salvador
 4308 Gingoog City
 4309 Gitagum
 4310 Initao
 4311 Jasaan
 4312 Kinogitan
 4313 Lagonglong
 4314 Laguindingan
 4315 Libertad
 4316 Lugait
 4317 Magsaysay (Linugos)
 4318 Manticao
 4319 Medina
 4320 Naawan
 4321 Opol
 4322 Salay
 4323 Sugbongcogon
 4324 Tagoloan
 4325 Talisayan
 4326 Villanueva

44 MOUNTAIN PROVINCE

4401 Barlig
 4402 Bauko
 4403 Besao
 4404 Bontoc
 4405 Natonin
 4406 Paracelis (Paracales)

4407 Sabangan
 4408 Sadanga
 4409 Sagada
 4410 Tadian

45 NEGROS OCCIDENTAL

4501 Bacolod City
 4502 Bago City
 4503 Binalbagan
 4504 Cadiz City
 4505 Calatrava
 4506 Candoni
 4507 Cauayan
 4508 E. B. Magalona (Sarana)
 4509 Escalante
 4510 Himamaylan
 4511 Hinigaran
 4512 Hinoba-An (Asia)
 4513 Ilog
 4514 Isabela
 4515 Kabankalan
 4516 La Carlota City
 4517 La Castellana
 4518 Manapla
 4519 Moises Padilla (Magallon)
 4520 Murcia
 4521 Pontevedra
 4522 Pulupandan
 4523 Sagay
 4524 San Carlos City
 4525 San Enrique
 4526 Silay City
 4527 Sipalay
 4528 Talisay
 4529 Toboso
 4530 Valladolid
 4531 Victorias
 4532 Salvador Benedicto

46 NEGROS ORIENTAL

4601 Amlan (Ayuquitan)
 4602 Ayungon
 4603 Bacong
 4604 Bais City
 4605 Basay
 4606 Bayawan (Tulong)
 4607 Bindoy (Payabon)

4608 Canlaon City
 4609 Dauin
 4610 Dumaguete City
 4611 Guihulngan
 4612 Jimalalud
 4613 La Libertad
 4614 Mabinay
 4615 Manjuyod
 4616 Pamplona
 4617 San Jose
 4618 Santa Catalina
 4619 Siaton
 4620 Sibulan
 4621 Tanjay
 4622 Tayasan
 4623 Valencia (Luzurriaga)
 4624 Vallehermoso
 4625 Zamboanguita

47 NORTH COTABATO

4701 Alamada
 4702 Carmen
 4703 Kabacan
 4704 Kidapawan City (Capital)
 4705 Libungan
 4706 Magpet
 4707 Makilala
 4708 Matalam
 4709 Midsayap
 4710 M'lang
 4711 Pigkawayan
 4712 Pikit
 4713 President Roxas
 4714 Tulunan
 4715 Antipas
 4716 Banihilan
 4717 Aleosan
 4718 Arakan

48 NORTHERN SAMAR

4801 Allen
 4802 Biri
 4803 Bobon
 4804 Capul
 4805 Catarman
 4806 Catubig
 4807 Gamay

4808 Laoang
 4809 Lapinig
 4810 Las Navas
 4811 Lavezares
 4812 Mapanas
 4813 Mondragon
 4814 Palapag
 4815 Pambujan
 4816 Rosario
 4817 San Antonio
 4818 San Isidro
 4819 San Jose
 4820 San Roque
 4821 San Vicente
 4822 Silvino Lobos
 4823 Victoria
 4824 Lope De Vega

49 NUEVA ECIJA

4901 Aliaga
 4902 Bongabon
 4903 Cabanatuan City
 4904 Cabiao
 4905 Carranglan
 4906 Cuyapo
 4907 Gabaldon (Bitulok & Sabani)
 4908 Gapan
 4909 Gen. Mamerto Natividad
 4910 Gen. Tinio (Papaya)
 4911 Guimba
 4912 Jaen
 4913 Laur
 4914 Licab
 4915 Llanera
 4916 Lupao
 4917 Munoz
 4918 Nampicuan
 4919 Palayan City
 4920 Pantabangan
 4921 Penaranda
 4922 Quezon
 4923 Rizal
 4924 San Antonio
 4925 San Isidro
 4926 San Jose City
 4927 San Leonardo
 4928 Sta. Rosa
 4929 Sto. Domingo

4930 Talavera
 4931 Talugtog
 4932 Zaragoza

50 NUEVA VIZCAYA

5001 Ambaguio
 5002 Aritao
 5003 Bagabag
 5004 Bambang
 5005 Bayombong
 5006 Diadi
 5007 Dupax Del Norte
 5008 Dupax Del Sur
 5009 Kasibu
 5010 Kayapa
 5011 Quezon
 5012 Santa Fe
 5013 Solano
 5014 Villa Verde (Ibung)
 5015 Alfonso Castaneda

51 OCCIDENTAL MINDORO

5101 Abra De Ilog
 5102 Calintaan (San Miguel)
 5103 Looc
 5104 Lubang
 5105 Magsaysay
 5106 Mamburao
 5107 Paluan
 5108 Rizal
 5109 Sablayan
 5110 San Jose
 5111 Santa Cruz

52 ORIENTAL MINDORO

5201 Baco
 5202 Bansud
 5203 Bongabong
 5204 Bulalacao (San Pedro)
 5205 Calapan
 5206 Gloria
 5207 Mansalay
 5208 Naujan
 5209 Pinamalayan
 5210 Pola
 5211 Puerto Galera

5212 Roxas
 5213 San Teodoro
 5214 Socorro
 5215 Victoria

53 PALAWAN

5301 Aborlan
 5302 Agutaya
 5303 Araceli
 5304 Balabac
 5305 Bataraza
 5306 Brooke's Point
 5307 Busuanga
 5308 Cagayancillo
 5309 Coron
 5310 Cuyo
 5311 Dumaran
 5312 El Nido (Bacuit)
 5313 Linapacan
 5314 Magsaysay
 5315 Narra
 5316 Puerto Princesa City
 5317 Quezon
 5318 Roxas
 5319 San Vicente
 5320 Taytay
 5321 Kalayaan
 5322 Cullon (Marcos)
 5323 Marcos (Rizal)
 5324 Sofronio Espanola

54 PAMPANGA

5401 Angeles City
 5402 Apalit
 5403 Arayat
 5404 Bacolor
 5405 Candaba
 5406 Floridablanca
 5407 Guagua
 5408 Lubao
 5409 Mabalacat
 5410 Macabebe
 5411 Magalang
 5412 Masantol
 5413 Mexico
 5414 Minalin
 5415 Porac

5416 San Fernando
 5417 San Luis
 5418 San Simon
 5419 Santa Ana
 5420 Santa Rita
 5421 Santo Tomas
 5422 Sasmuan (Sexmoan)

55 PANGASINAN

5501 Agno
 5502 Aguilar
 5503 Alaminos
 5504 Alcala
 5505 Anda
 5506 Asingan
 5507 Balungao
 5508 Bani
 5509 Basista
 5510 Bautista
 5511 Bayambang
 5512 Binalonan
 5513 Binmaley
 5514 Bolinao
 5515 Bugallon
 5516 Burgos
 5517 Calasiao
 5518 Dagupan City
 5519 Dasol
 5520 Infanta
 5521 Labrador
 5522 Lingayen
 5523 Mabini
 5524 Malasiqui
 5525 Manaoag
 5526 Mangaldan
 5527 Mangatarem
 5528 Mapandan
 5529 Natividad
 5530 Pozzorubio
 5531 Rosales
 5532 San Carlos City
 5533 San Fabian
 5534 San Jacinto
 5535 San Manuel
 5536 San Nicolas
 5537 San Quintin
 5538 Santa Barbara
 5539 Santa Maria

5540 Santo Tomas
 5541 Sison
 5542 Sual
 5543 Tayug
 5544 Umingan
 5545 Urbiztondo
 5546 Urdaneta
 5547 Villasis
 5548 Laoac

56 QUEZON

5601 Agdangan
 5602 Alabat
 5603 Atimonan
 5605 Buenavista
 5606 Burdeos
 5607 Calauag
 5608 Candelaria
 5610 Catanauan
 5615 Dolores
 5616 General Luna
 5617 General Nakar
 5618 Guinayangan
 5619 Gumaca
 5620 Infanta
 5621 Jumalig
 5622 Lopez
 5623 Lucban
 5624 Lucena City
 5625 Macalelon
 5627 Mauban
 5628 Mulanay
 5629 Padre Burgos
 5630 Pagbilao
 5631 Panukulan
 5632 Patnanungan
 5633 Perez
 5634 Pitogo
 5635 Plaridel
 5636 Polillo
 5637 Quezon
 5638 Real
 5639 Sampaloc
 5640 San Andres
 5641 San Antonio
 5642 San Francisco (Aurora)
 5644 San Narciso
 5645 Sariaya

5646 Tagkawayan
 5647 Tayabas
 5648 Tiaong
 5649 Unisan

57 QUIRINO

5701 Aglipay
 5702 Cabarroguis
 5703 Diffun
 5704 Maddela
 5705 Saguday
 5706 Nagtipunan

58 RIZAL

5801 Angono
 5802 Antipolo
 5803 Baras
 5804 Binangonan
 5805 Cainta
 5806 Cardona
 5807 Jala-Jala
 5808 Rodriguez (Montalban)
 5809 Morong
 5810 Pililla
 5811 San Mateo
 5812 Tanay
 5813 Taytay
 5814 Teresa

59 ROMBLON

5901 Alcantara
 5902 Banton (Jones)
 5903 Cajidiocan
 5904 Calatrava
 5905 Concepcion
 5906 Corcuera
 5907 Looc
 5908 Magdiwang
 5909 Odiongan
 5910 Romblon
 5911 San Agustin
 5912 San Andres
 5913 San Fernando
 5914 San Jose
 5915 Santa Fe
 5916 Ferrol
 5917 Sta. Maria (Imelda)

60 SAMAR (WESTERN SAMAR)

| | |
|------|------------------|
| 6001 | Almagro |
| 6002 | Basey |
| 6003 | Calbayog City |
| 6004 | Calbiga |
| 6005 | Catbalogan |
| 6006 | Daram |
| 6007 | Gandara |
| 6008 | Hinabangan |
| 6009 | Jiabong |
| 6010 | Marabut |
| 6011 | Matuguinao |
| 6012 | Motiong |
| 6013 | Pinabacdao |
| 6014 | San Jose De Buan |
| 6015 | San Sebastian |
| 6016 | Santa Margarita |
| 6017 | Santa Rita |
| 6018 | Santo Nino |
| 6019 | Talalora |
| 6020 | Tarangnan |
| 6021 | Villareal |
| 6022 | Paranas (Wright) |
| 6023 | Zumarraga |
| 6024 | Tagapul-An |
| 6025 | San Jorge |
| 6026 | Pagsanghan |

61 SIKUIJOR

| | |
|------|--------------------|
| 6101 | Enrique Villanueva |
| 6102 | Larena |
| 6103 | Lazi |
| 6104 | Maria |
| 6105 | San Juan |
| 6106 | Siquijor |

62 SORSOGON

| | |
|------|-----------|
| 6201 | Bacon |
| 6202 | Barcelona |
| 6203 | Bulan |
| 6204 | Bulusan |
| 6205 | Casiguran |
| 6206 | Castilla |
| 6207 | Donsol |
| 6208 | Gubat |
| 6209 | Irosin |

| | |
|------|-----------------|
| 6210 | Juban |
| 6211 | Magallanes |
| 6212 | Matnog |
| 6213 | Pilar |
| 6214 | Prieto Diaz |
| 6215 | Santa Magdalena |
| 6216 | Sorsogon |

63 SOUTH COTABATO

| | |
|------|---------------------|
| 6302 | Banga |
| 6303 | General Santos City |
| 6306 | Koronadal (Capital) |
| 6311 | Norala |
| 6312 | Polomolok |
| 6313 | Surallah |
| 6314 | Tampakan |
| 6315 | Tantangan |
| 6316 | T'boli |
| 6317 | Tupi |
| 6318 | Santo Nino |
| 6319 | Lake Sebu |

64 SOUTHERN LEYTE

| | |
|------|---------------------|
| 6401 | Anahawan |
| 6402 | Bontoc |
| 6403 | Hinunangan |
| 6404 | Hinundayan |
| 6405 | Libagon |
| 6406 | Liloan |
| 6407 | Maasin |
| 6408 | Macrohon |
| 6409 | Malitbog |
| 6410 | Padre Burgos |
| 6411 | Pintuyan |
| 6412 | Saint Bernard |
| 6413 | San Francisco |
| 6414 | San Juan (Cabalian) |
| 6415 | San Ricardo |
| 6416 | Silago |
| 6417 | Sogod |
| 6418 | Tomas Oppus |
| 6419 | Limasawa Island |

65 SULTAN KUDARAT

| | |
|------|------------|
| 6501 | Bagumbayan |
| 6502 | Cumbio |

6503 Esperanza
 6504 Isulan
 6505 Kalamansig
 6506 Lebak
 6507 Lutayan
 6508 Lambayong (Mariano Marcos)
 6509 Palimbang
 6510 Pres. Quirino
 6511 Tacurong
 6512 Sen. Ninoy Aquino

66 SULU

6601 Indanan
 6602 Jolo (Capital)
 6603 Kalingalan Caluang
 6604 Luuk
 6605 Maimbung
 6606 Hadji Panglima Tahil (Marunggas)
 6607 Old Panamao
 6608 Pangutaran
 6609 Parang
 6610 Pata
 6611 Patikul
 6612 Siasi
 6613 Talipao
 6614 Tapul
 6615 Tongkil
 6616 Panglima Estino (New Panamao)
 6617 Lugus
 6618 Pandami

67 SURIGAO DEL NORTE

6701 Alegria
 6702 Bacuag
 6703 Basilisa (Rizal)
 6704 Burgos
 6705 Cagdianao
 6706 Claver
 6707 Dapa
 6708 Del Carmen
 6709 Dinagat
 6710 General Luna
 6711 Gigaquit
 6712 Libjo (Albor)
 6713 Loreto
 6714 Mainit
 6715 Malimono

6716 Pilar
 6717 Placer
 6718 San Benito
 6719 San Francisco (Anao-Aon)
 6720 San Isidro
 6721 Santa Monica (Sapao)
 6722 Sison
 6723 Socorro
 6724 Surigao City (Capital)
 6725 Tagana-An
 6726 Tubajon
 6727 Tubod
 6728 San Jose

68 SURIGAO DEL SUR

6801 Barobo
 6802 Bayabas
 6803 Bislig
 6804 Cagwait
 6805 Cantilan
 6806 Carmen
 6807 Carrascal
 6808 Cortes
 6809 Hinatuan
 6810 Lanuza
 6811 Lianga
 6812 Lingig
 6813 Madrid
 6814 Marihatag
 6815 San Agustin
 6816 San Miguel
 6817 Tagbina
 6818 Tago
 6819 Tandag (Capital)

69 TARLAC

6901 Anao
 6902 Bamban
 6903 Camiling
 6904 Capas
 6905 Concepcion
 6906 Gerona
 6907 La Paz
 6908 Mayantoc
 6909 Moncada
 6910 Paniqui
 6911 Pura

| | | | |
|-----------|------------------------------|-----------|----------------------------|
| 6912 | Ramos | 7210 | Polanco |
| 6913 | San Clemente | 7211 | Pres. Manuel A. Roxas |
| 6914 | San Manuel | 7212 | Rizal |
| 6915 | Santa Ignacia | 7213 | Salug |
| 6916 | Tarlac | 7214 | Sergio Osmena Sr. |
| 6917 | Victoria | 7215 | Siayan |
| 6918 | San Jose | 7216 | Sibuco |
| | | 7217 | Sibutad |
| 70 | TAWI-TAWI | 7218 | Sindangan |
| | | 7219 | Siocon |
| | Panglima | | |
| 7001 | Sugala(Balimbing)(Capital) | 7220 | Sirawai |
| 7002 | Bongao | 7221 | Tampilisan |
| 7003 | Mapun (Cagayan De Tawi-Tawi) | 7222 | Jose Dalman (Ponot) |
| 7004 | Simunul | 7223 | Gutalac |
| 7005 | Sitangkai (Sibatu) | 7224 | Baliguian |
| 7006 | South Ubian | 7225 | Godod |
| 7007 | Tandubas | 7226 | Bacungan (Leon B. Postigo) |
| 7008 | Turtle Island | 7227 | Kalawit |
| 7009 | Languyan | | |
| 7010 | Sapa-Sapa | 73 | ZAMBOANGA DEL SUR |
| 71 | ZAMBALES | 7301 | Alicia |
| | | 7302 | Aurora |
| 7101 | Botolan | 7303 | Bayog |
| 7102 | Cabangan | 7304 | Buug |
| 7103 | Candelaria | 7305 | Dimataling |
| 7104 | Castillejos | 7306 | Dinas |
| 7105 | Iba | 7307 | Dumalinao |
| 7106 | Masinloc | 7308 | Dumingag |
| 7107 | Olongapo City | 7309 | Ipil |
| 7108 | Palauig | 7310 | Kabasalan |
| 7109 | San Antonio | 7311 | Kumalarang |
| 7110 | San Felipe | 7312 | Labangan |
| 7111 | San Marcelino | 7313 | Lapuyan |
| 7112 | San Narciso | 7314 | Mabuhay |
| 7113 | Santa Cruz | 7315 | Mahayag |
| 7114 | Subic | 7316 | Malangas |
| | | 7317 | Margosatubig |
| 72 | ZAMBOANGA DEL NORTE | 7318 | Midsalip |
| | | 7319 | Molave |
| 7201 | Dapitan City | 7320 | Naga |
| 7202 | Dipolog City (Capital) | 7321 | Olutanga |
| 7203 | Katipunan | 7322 | Pagadian City (Capital) |
| 7204 | La Libertad | 7323 | Ramon Magsaysay (Liargo) |
| 7205 | Labason | 7324 | San Miguel |
| 7206 | Liloy | 7325 | San Pablo |
| 7207 | Manukan | 7326 | Siay |
| 7208 | Mutia | 7327 | Tabina |
| 7209 | Pinan (New Pinan) | 7328 | Tambulig |

7329 Titay
 7330 Tukuran
 7331 Tungawan
 7332 Zamboanga City
 7333 Lakewood
 7334 Talusan
 7335 Payao
 7336 Imelda
 7337 Josefina
 7338 Pitogo
 7339 Diplahan
 7340 Sominot (Don Mariano Marcos)
 7341 Vincenzo A. Sagun
 7342 Roseller Lim
 7343 Guipos
 7344 Tigbao

74 SECOND DISTRICT

7401 Mandaluyong City
 7402 Marikina City
 7403 Pasig City
 7404 Quezon City
 7405 San Juan

75 THIRD DISTRICT

7501 Caloocan City
 7502 Malabon
 7503 Navotas
 7504 Valenzuela City

76 FOURTH DISTRICT

7601 Las Pinas
 7602 Makati City
 7603 Muntinlupa City
 7604 Paranaque City
 7605 Pasay City
 7606 Pateros
 7607 Taguig

77 AURORA

7701 Baler
 7702 Casiguran
 7703 Dilasag
 7704 Dinalongan
 7705 Dingalan

7706 Dipaculao
 7707 Maria Aurora
 7708 San Luis

78 BILIRAN

7801 Almeria
 7802 Biliran
 7803 Cabucgayán
 7804 Caibiran
 7805 Culaba
 7806 Kawayan
 7807 Maripipi
 7808 Naval

79 GUIMARAS

7901 Buenavista
 7902 Jordan
 7903 Nueva Valencia
 7904 San Lorenzo
 7905 Sibunag

80 SARANGANI

8001 Alabel (Capital)
 8002 Glan
 8003 Kiamba
 8004 Maasim
 8005 Maitum
 8006 Malapatan
 8007 Malungon

81 APAYAO

8101 Calanasan (Bayag)
 8102 Conner
 8103 Flora
 8104 Kabugao (Capital)
 8105 Luna
 8106 Pudtol
 8107 Santa Marcela

82 COMPOSTELA VALLEY

8201 Compostela
 8202 Laak (San Vicente)
 8203 Mabini (Dona Alicia)
 8204 Maco

| | |
|------|-------------------------|
| 8205 | Maragusan (San Mariano) |
| 8206 | Mawab |
| 8207 | Monkayo |
| 8208 | Montevista |
| 8209 | Nabunturan |
| 8210 | New Bataan |
| 8211 | Pantukan |

83 ZAMBOANGA SIBUGAY

| | |
|------|--------------|
| 8301 | Alicia |
| 8302 | Buug |
| 8303 | Diplahan |
| 8304 | Imelda |
| 8305 | Ipil |
| 8306 | Kabasalan |
| 8307 | Mabuhay |
| 8308 | Malangas |
| 8309 | Naga |
| 8310 | Olutanga |
| 8311 | Payao |
| 8312 | Roseller Lim |
| 8313 | Siay |
| 8314 | Talusan |
| 8315 | Titay |
| 8316 | Tungawan |

Appendix 4 **Complete List of Type of Occupancy and Corresponding Codes**

| Code | Type of Occupancy | Code | Type of Occupancy |
|------|--|------|---|
| 11 | RESIDENTIAL SINGLE | 26 | SHOP <i>Barber Shop</i> <i>Beauty Parlor</i> <i>Dress Shop</i> <i>Engraving Shop</i> <i>Internet Café</i> <i>Laundry Shop</i> <i>Painter Studio</i> <i>Photo Developing Shop</i> <i>Tailoring Shop</i> |
| 12 | DUPLEX | 27 | GASOLINE STATION <i>Gas deposit</i> <i>Oil deposit</i> |
| 13 | ROWHOUSE/ACCESORIA/ TOWNHOUSE/APARTMENT | 28 | MARKET <i>Wet & Dry Market</i> |
| 14 | QUADRUPLEX | 29 | DORMITORY & OTHER LODGING HOUSES <i>Bunkhouse</i> <i>Cottage</i> <i>Resthouse</i> |
| 15 | RESIDENTIAL CONDOMINIUM | 20 | OTHER COMMERCIAL <i>Bus Depot & Terminals</i> <i>Carbarns for street cars & buses</i> <i>Display Garages for vehicles</i> <i>Guardhouse</i> <i>Parking Bldgs or Comm'l Garages</i> <i>Train sections & terminals</i> |
| 10 | OTHER RESIDENTIAL <i>School or company staff housing units</i> | | |
| | COMMERCIAL | | |
| 21 | BANK | | |
| 22 | STORE <i>Bakery</i> <i>Department Store</i> <i>Grocery</i> <i>Shopping center</i> <i>Supermarket</i> <i>Sari-Sari Store</i> <i>Video Rental Store</i> <i>Water refilling stations</i> <i>Other Business Stores</i> | | |
| 23 | HOTEL/MOTEL <i>Inns</i> <i>Pension houses</i> | | |
| 24 | OFFICE CONDOMINIUM/BUSINESS OFFICE BUILDINGS. <i>Radio & TV Broadcasting & Transmitting Studios</i> <i>Transportation Office</i> | 31 | INDUSTRIAL FACTORY/PLANT <i>Bottling plant</i> <i>Breweries</i> <i>Canneries</i> <i>Cold Storage Plant</i> <i>Dairies & Creameries</i> <i>Iceplant</i> <i>Lumber & Timberyard</i> <i>Planning Mills & Sawmills</i> <i>Tanneries</i> <i>Textile Mills</i> <i>Wood drying kilns</i> |
| 25 | RESTAURANT, ETC. <i>Bar & Cocktail Lounges</i> <i>Beer Gardens Cabarets</i> <i>Day & Night Clubs</i> <i>Discopads/Discohouse</i> <i>Music Lounges</i> <i>Night Club</i> | | |

| Code | Type of Occupancy | Code | Type of Occupancy |
|------|--|------|---|
| 32 | REPAIR SHOP/MACHINE SHOP <i>Auto repair shop</i> <i>Battery repair shop</i> | 44 | WELFARE & CHARITABLE STRUCTURES <i>Correctional Institutions</i> <i>Homes for the Aged</i> <i>Jails/Prison</i> <i>Nursing Homes</i> <i>Orphanages</i> <i>Reformatories</i> <i>Rehabilitation Centers</i> |
| 34 | PRINTING PRESS <i>Publishing House</i> | | |
| 35 | WAREHOUSE <i>Cement Silos</i> | 45 | THEATER, AUDITORIUM, GYMNASIUM <i>Audio-visual Rooms</i> <i>Ballrooms</i> <i>Boxing Arenas</i> <i>Concert Halls</i> <i>Dance Halls</i> <i>Jai-alai Stadium</i> <i>Little Theater</i> <i>Opera Houses</i> <i>Pelota/Tennis Court</i> <i>Race Trucks & Hippodrome</i> <i>Skating Rinks</i> <i>Sports Complex/Stadium</i> |
| 36 | POWERPLANTS <i>Geothermal Plant</i> <i>Hydro Electric Plant</i> <i>Thermal Power Plant</i> | | |
| 37 | WATER PUMPING STATION | | |
| 30 | OTHER INDUSTRIAL <i>Shipyards</i> <i>Slipway & Drydocks</i> | | |
| | INSTITUTIONAL | | |
| 41 | SCHOOL <i>Colleges/Universities</i> <i>Kindergarten School</i> <i>Libraries</i> <i>Novitiates</i> <i>Seminaries</i> <i>Vocational schools</i> | 46 | GOVERNMENT BUILDING <i>Army Barracks</i> <i>Fire Stations</i> <i>Government Offices</i> <i>Police Stations</i> |
| 42 | CHURCH & OTHER RELIGIOUS STRUCTURES <i>Chapels</i> <i>Church rectories</i> <i>Convents</i> <i>Monasteries</i> <i>Mosques</i> <i>Temples</i> <i>Shrines</i> | 47 | PORT/AIRPORT/FISHING PORTS <i>Airport Hangar</i> <i>Airport Terminal Bldg.</i> <i>Ferry Landing Stations</i> <i>Heliports</i> <i>Landings</i> <i>Pier Shades</i> <i>Port & Harbor Facilities</i> <i>Wharves</i> |
| 43 | HOSPITAL OR SIMILAR STRUCTURES <i>Dental Clinics</i> <i>Leprosarium</i> <i>Mental Asylum</i> <i>Medical Clinics</i> <i>Quarantine Stations</i> <i>Sanitarium</i> | 40 | OTHER INSTITUTIONAL <i>Art Galleries</i> <i>Civic Center</i> <i>Clubhouses</i> <i>Community Center</i> <i>Convention Halls</i> <i>Exhibition Hall</i> <i>Museums</i> |

| Code | Type of Occupancy | Code | Type of Occupancy |
|------|---|------|---|
| 51 | AGRICULTURAL BARNs, POULTRY HOUSES .. <i>Piggeries</i> <i>Hatcheries</i> <i>Stables</i> <i>Cowsheds</i> | 71 | STREET FURNITURE, LANDSCAPING & SIGNBOARDS PARKS, PLAZAS, MONUMENTS, POOLS, PLANT BOXES <i>Aviaries</i> <i>Aquariums</i> <i>Zoo Structures</i> |
| 52 | GRAIN MILL <i>Rice mills</i> <i>Sugar Centrals</i> | 72 | SIDEWALKS, PROMENADES, TERRACES, LAMPPOSTS, ELECTRIC POLES, TELEPHONE POLES |
| 50 | OTHER AGRICULTURAL <i>Greenhouses</i> <i>Granaries</i> <i>Grain Silo</i> | 73 | OUTDOOR ADS, SIGNBOARD, ETC |
| 60 | OTHER CONSTRUCTION <i>Communication Towers</i> <i>Water Tanks</i> | 74 | FENCE ENCLOSURE |
| 61 | FITNESS and BODY BUILDING CENTER, MASSAGE and HEALTH STUDIO | 75 | GOLF COURSE |
| 62 | COCKPIT/FUNHOUSE/BILLIARD/B OWLING <i>Amusement hall & parlor</i> | | |
| 63 | FUNERAL PARLOR <i>Crematorium</i> <i>Memorial & Mortuary chapels</i> <i>Morgues</i> | | |
| 64 | TOOL PLAZA | | |

**Appendix 5 Average Cost of Construction per Square Meter for Residential
and Non-Residential Building by Province: 2006**

| Region/Province | Average Cost per Square Meter | |
|----------------------------------|-------------------------------|-----------------|
| | Residential | Non-Residential |
| PHILIPPINES | 6,420 | 8,223 |
| NATIONAL CAPITAL REGION | 8,431 | 10,006 |
| MANILA, FIRST DISTRICT | 7,909 | 9,955 |
| 2ND DISTRICT | 6,803 | 6,336 |
| 3RD DISTRICT | 8,694 | 8,204 |
| 4TH DISTRICT | 6,052 | 3,931 |
| 5TH DISTRICT | 11,541 | 11,473 |
| 6TH DISTRICT | 8,543 | 11,756 |
| CORDILLERA ADMINISTRATIVE REGION | 6,199 | 6,807 |
| ABRA | 6,634 | 5,817 |
| BENGUET | 6,176 | 6,936 |
| IFUGAO | 5,044 | 7,457 |
| KALINGA-APAYAO | 5,083 | 7,999 |
| MOUNTAIN PROVINCE | 9,359 | 6,049 |
| REGION I - ILOCOS REGION | 5,989 | 6,618 |
| ILOCOS NORTE | 6,657 | 5,978 |
| ILOCOS SUR | 5,976 | 7,991 |
| LA UNION | 6,348 | 5,114 |
| PANGASINAN | 5,378 | 7,077 |
| REGION II - CAGAYAN VALLEY | 5,138 | 6,567 |
| BATANES | 6,339 | 10,157 |
| CAGAYAN | 4,850 | 5,556 |
| ISABELA | 5,218 | 7,310 |
| NUEVA VIZCAYA | 6,675 | 5,917 |
| QUIRINO | 4,201 | 3,757 |
| REGION III - CENTRAL LUZON | 5,929 | 6,129 |
| BATAAN | 6,031 | 4,349 |
| BULACAN | 5,392 | 4,813 |
| NUEVA ECIJA | 6,317 | 6,623 |
| PAMPANGA | 6,095 | 7,035 |
| TARLAC | 5,558 | 6,643 |
| ZAMBALES | 6,651 | 6,337 |
| AURORA | 4,889 | 6,666 |

| Region/Province | Average Cost per Square Meter | |
|-------------------------------|-------------------------------|-----------------|
| | Residential | Non-Residential |
| REGION IVA - CALABARZON | 6,959 | 8,976 |
| BATANGAS | 5,684 | 9,264 |
| CAVITE | 8,834 | 9,287 |
| LAGUNA | 5,601 | 8,800 |
| QUEZON | 6,724 | 6,117 |
| RIZAL | 7,059 | 9,853 |
| REGION IVB - MIMAROPA | 6,174 | 10,256 |
| MARINDUQUE | 6,246 | 9,101 |
| OCCIDENTAL MINDORO | 5,808 | 6,679 |
| ORIENTAL MINDORO | 4,978 | 6,205 |
| PALAWAN | 7,302 | 13,801 |
| ROMBLON | 5,952 | 8,273 |
| REGION V - BICOL | 5,094 | 6,574 |
| ALBAY | 3,547 | 4,748 |
| CAMARINES NORTE | 6,194 | 7,541 |
| CAMARINES SUR | 6,549 | 6,412 |
| CATANDUANES | 6,554 | 5,133 |
| MASBATE | 5,682 | 7,141 |
| SORSOGON | 6,752 | 19,471 |
| REGION VI - WESTERN VISAYAS | 6,690 | 9,823 |
| AKLAN | 7,729 | 14,802 |
| ANTIQUE | 6,219 | 7,044 |
| CAPIZ | 5,689 | 6,249 |
| ILOILO | 6,546 | 9,008 |
| NEGROS OCCIDENTAL | 6,720 | 6,786 |
| GUIMARAS | 6,268 | 6,581 |
| REGION VII - CENTRAL VISAYAS | 4,912 | 6,851 |
| BOHOL | 4,370 | 4,724 |
| CEBU | 5,181 | 6,934 |
| NEGROS ORIENTAL | 4,111 | 7,291 |
| SIQUIJOR | 7,469 | 8,670 |
| REGION VIII - EASTERN VISAYAS | 5,506 | 5,711 |
| EASTERN SAMAR | 6,143 | 10,481 |
| LEYTE | 5,506 | 5,395 |
| NORTHERN SAMAR | 4,894 | 3,615 |

| Region/Province | Average Cost per Square Meter | |
|--------------------------------------|-------------------------------|-----------------|
| | Residential | Non-Residential |
| SAMAR (WESTERN SAMAR) | 5,723 | 4,762 |
| SOUTHERN LEYTE | 5,721 | 7,307 |
| BILIRAN | 3,843 | 1,862 |
| REGION IX - ZAMBOANGA PENINSULA | 5,055 | 5,753 |
| ZAMBOANGA DEL NORTE | 3,928 | 4,077 |
| ZAMBOANGA DEL SUR | 6,432 | 6,067 |
| ZAMBOANGA SIBUGAY | 4,568 | 8,049 |
| REGION X - NORTHERN MINDANAO | 4,357 | 4,550 |
| BUKIDNON | 2,756 | 3,790 |
| CAMIGUIN | 3,704 | 4,153 |
| LANAO DEL NORTE | 3,915 | 4,375 |
| MISAMIS OCCIDENTAL | 3,722 | 1,674 |
| MISAMIS ORIENTAL | 5,189 | 5,225 |
| REGION XI - DAVAO REGION | 5,095 | 6,106 |
| DAVAO DEL NORTE | 3,288 | 4,908 |
| DAVAO DEL SUR | 5,920 | 6,504 |
| DAVAO ORIENTAL | 3,930 | 5,256 |
| COMPOSTELA VALLEY | 2,683 | 5,913 |
| REGION XII - SOCCSKSARGEN | 4,534 | 9,130 |
| NORTH COTABATO | 5,420 | 5,860 |
| SOUTH COTABATO | 5,039 | 5,124 |
| SULTAN KUDARAT | 4,875 | 23,160 |
| SARANGGANI | 3,390 | 5,143 |
| REGION XIII - CARAGA | 4,325 | 4,930 |
| AGUSAN DEL NORTE | 4,053 | 4,054 |
| AGUSAN DEL SUR | 5,314 | 5,846 |
| SURIGAO DEL NORTE | 4,258 | 6,216 |
| SURIGAO DEL SUR | 4,207 | 5,140 |
| AUTONOMOUS REGION IN MUSLIM MINDANAO | 3,125 | 4,483 |
| BASILAN (EXCLUDING ISABELA CIT | 3,543 | 10,696 |
| LANAO DEL SUR | 3,304 | 3,995 |
| MAGUINDANAO | 1,454 | 1,004 |
| SULU | 3,125 | 4,483 |
| TAWI-TAWI | 3,125 | 4,483 |

Appendix 6 List of Error Messages for BP Machine Processing of Data and Actions to be Taken

| Error Message | Remarks/Action to be Taken |
|--|---|
| Invalid permit number | Verify the permit number in the document. Encode the last five-digit of the permit number. |
| Date of issuance is out of coverage quarter | Month of issuance should be within the reference quarter and year. |
| Invalid date of issuance | Date should be within the range 1:31 |
| Invalid form of ownership (Valid entries=0:9) | Valid entries for form of ownership should be within the range 0:9 |
| Invalid economic activity | Valid entries for economic activity should be from A to O, and X. |
| Invalid province code (Valid entries=01:83) | Valid entries for province code should be within the range 01:83 |
| Invalid municipality code (Valid entries=01:999) | Valid entries for municipality code should be within the range 001:99 |
| Area code not found in the reference file | Verify the encoded location code. Ensure that the encoded location code is a valid province and municipality code. |
| Unmatched area name | Location code should correspond to the name of municipality. |
| Location Code (Prov) inconsistent with Folio ID | Verify the location code in the building permit document. Ensure that the location of construction correspond to the province code in the folio ID. If not, delete the document and re-encode to the appropriate folio. |
| Invalid scope of work (Valid entries=1:7) | Valid entries for scope of work should be within the range 1:7 |
| Invalid number of units (Valid entries > 0) | Valid entries for number of units should be greater than 0. Blank or zero is not acceptable for number of units. |
| Invalid type of occupancy | Valid entries for type of occupancy are the following: 10:15, 20:29, 30:37, 40:47, 50:52, 60:64, and 71:75 |
| Verify econ activity, ownership & occupancy | Valid entry for economic activity should be X if form of ownership=1 and type of occupancy=10:15. |
| Total Cost <> Details | Verify total estimated cost. Total cost should equal to sum of cost of building, electrical, mechanical, plumbing and other cost. |
| Verify average cost per floor area | Average cost per floor area should be within the range 1,000:40,000, however, use your best judgment in editing average cost that are outside the specified range. Compute for the average cost per floor area using the following formula: Ave Cost = Total Cost / Total Floor Area |
| Total Cost < CEE + CME + CPE | Total cost should be greater than the total cost of electrical, mechanical and plumbing equipment installed. |

| Error Message | Remarks/Action to be Taken |
|---|--|
| Cost of building should be > 0 | Cost of building should be non-zero if scope of work =1 or 2 and if type of occupancy = 10:52 or 61:64. |
| Other cost should be > 0 | Other cost should be non-zero if type of occupancy = 60, 71, 72, 73, 74 or 75. |
| Electrical cost < Cost of electrical equipment installed | Electrical cost should be greater than the cost of electrical equipment installed |
| Mechanical cost < Cost of mechanical equipment installed | Mechanical cost should be greater than the cost of mechanical equipment installed |
| Plumbing cost < Cost of electrical equipment installed | Plumbing cost should be greater than the cost of plumbing equipment installed |
| Number of storey should be > 0 | Case 1. Number of storey should be non-zero, if scope of work=1 and if type of occupancy = 10:52 and 61:64. Case 2. Number of storey should be non-zero, if scope of work=2 and floor area is greater than or equal to 20 sq. m., and if type of occupancy = 10:52 and 61:64. |
| Verify no. of storey, occupancy=____ | Number of storey should be zero if type of occupancy = 60, 71, 72, 73, 74 or 75. |
| Verify no. of storey, scope of work=____ | Number of storey should be zero if scope of work = 3:7. |
| Verify scope of work & occupancy, flr area=____ | Case 1. Floor area should be equal or greater than 16 sq.m., if scope of work=1 and type of occupancy = 10:15. Case 2. Floor area should be non-zero if scope of work=1 and type of occupancy = 20:52 or 61:64. Case 3. Floor area should be non-zero if scope of work=2 and type of occupancy = 10:52 or 61:64. |
| Verify occupancy, flr area=____ | Floor area should be zero if type of occupancy = 60 or 71:75. |
| Verify scope of work flr area=____ | Floor area should be zero if scope of work = 3:7. |
| Verify average floor area per unit | Case 1. Average floor area per unit should be equal or greater than 16 sq. m. if type of occupancy =11:15. Case 2. Average floor area per unit should be equal or greater than 4 sq.m., if type of occupancy=20:52 or 61:64. Use your best judgment in editing average floor area per unit depending on the type of occupancy of the building. Compute for the average floor area per unit using the following formula: Ave floor area per Unit = Floor Area/No. of Units |
| Verify, proposed date of construction earlier than date of issuance | The date of issuance should be earlier than the proposed date of construction |

| Error Message | Remarks/Action to be Taken |
|--|---|
| Verify, expected date of completion earlier than proposed date of construction | The proposed date of construction should be earlier than the expected date of completion |
| Invalid materials of construction | Valid entries for materials of construction are W, C, S or M |
| Invalid Contractor type (Valid entries=1:3) | Valid entries for Contractor type should be 1, 2 or 3 |
| Verify, no. of encoded docs <> last sheet no. + 1 | Case 1. Number of encoded documents is less than the last sheet number + 1 Verify if some documents were not encoded or there are missing sheet numbers in a folio Case 2. Number of encoded documents is greater than the last sheet number + 1 Verify if some documents were encoded more than once or assigning of sheet numbers did not start from 00. |
| Duplicate sheet nos. | Verify if the document was encoded more than once with the same sheet number |