



Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
**REGION IV-A CALABARZON**  
 Gate 2, Karangalan Village, Cainta Rizal



**REGIONAL MEMORANDUM**  
 No. 107, s.2016

0005252

**TO :** **SCHOOLS DIVISION/CITY SUPERINTENDENTS**  
**DepEd DIVISION ENGINEERS AND DIVISION ACCOUNTANTS**

**FROM :** **DIOSDADO M. SAN ANTONIO**  
*Director*

**SUBJECT :** **CONDUCT OF DEPED REGIONAL MEETINGS AND DPWH MEETINGS**  
**FOR THE IMPLEMENTATION OF VARIOUS INFRASTRUCTURE**  
**PROJECTS OF THE DEPARTMENT**  
**ON APRIL 19 – 20, 2016 AT NEAP MALVAR, BATANGAS**

**DATE :** **April 14, 2016**

1. With the remaining four (4) months for the completion of the remaining targets for the construction and repair and rehabilitation of various school buildings in different programs and projects (BEFF, QRF, PAGCOR, etc.) and in preparation for the upcoming opening of School Year 2016 – 2017, thorough monitoring of the projects at the regional and division level is necessary to ensure substantial if not 100% completion of the targets.
2. In this regard, Education Facilities Division (EFD) of the Central Office will conduct DepED Regional Meetings and DPWH Coordination Meetings for the period of April to June 2016.

3. The objective and intended outputs of the meeting are as follow:

Objective	Intended Output
Update accomplishment of each project.	Accomplishment Report updated for information of the management.
Determine issues and concerns that delay the implementation.	Issues and concerns identified and appropriate solutions recommended or elevated at the level of the management for decision.
	Action Plans are established at the Regional and Division levels.

4. For the DPWH Coordination Meeting, the objectives are to resolve issues at the regional and division levels primarily on the procurement, contract implementation up to recording of the completed school buildings in the book of accounts of DepEd for school buildings implemented by DPWH. The discussion will focus on the following:





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- b. Discussion on issues and concerns on implementations;
  - c. Reconciliation of records in the book of accounts for completed school buildings.
5. Participants to this activity include the DepEd Regional and Division Engineers and Accountants, DepEd Project Engineers and Architects, DPWH Regional and District Engineers and Accountants, and representatives from Education Facilities Division (EFD) and Accounting Division of the Central Office.
  6. The schedule for the DepEd Regional Coordination Meeting will be on April 19, 2016, 8:00 am to 4:00 pm at NEAP Malvar, Batangas, while the DPWH Coordination Meeting with its Regional District Engineers and Accountants shall be on April 20, 2016, 8:00 am to 4:00 pm at the same venue.
  7. Travelling expenses of the Regional/Division Engineers and Accountants shall be charged against the local funds subject to standard auditing rules and regulations.
  8. A 100% attendance of all concerned is highly requested.

