Regional Memorandum
No. 396 s. 2023

SUBMISSION OF STATUS REPORT OF SCHOOL BUILDING PROGRAMS AND OTHER EDUCATIONAL FACILITIES PROJECTS

To: Schools Division Superintendents

1. In reference to the DepEd Unnumbered Memorandum dated April 24, 2023, this Office reiterates the timely updating and submission of the status report of school building programs and other educational facilities projects.

2. The Division Engineers are requested to accomplish the status report with complete details through the Google Drive link every 20th of the month. The templates are available at https://bit.ly/RIV-APrjectStatusReport. Hard copies are requested to be submitted to the Regional Office on or before the 25th of the month in the prescribed format.

3. The Bids and Awards Committee of the Schools Division Offices is requested to provide the necessary procurement details as included in the report to the Division Engineers.

4. For educational facilities projects implemented by other agencies and private sectors, the Division Engineers are advised to submit the project brief form provided in Enclosure 1s.

5. For more information or queries, please contact Chief Michael Girard R. Alba or Engr. Jamaica Rose G. Rolloque of Education Support Services Division at (02) 8682 – 2114 local 430.

6. Immediate dissemination and compliance of this Memorandum are highly desired.

   ATTY. ALBERTO T. ESCOBARTE, CESO II
   Regional Director

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1 Submission of Status Report under Basic Education Facilities Fund (BEFF), Last Mile Schools Program, Restoration of Gabaldon Buildings and Quick Response Fund

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Certificate No. PHP QMS 22 93 0085
Enclosure No. 1 to Regional Memorandum No. ___s, 2023

**Project Brief Form**

<table>
<thead>
<tr>
<th>Project Title</th>
<th>Description and Location</th>
<th>a) Project Cost (Php)</th>
<th>b) Funding Source</th>
<th>Implementation Period</th>
<th>Status as of</th>
<th>a) Issues</th>
<th>b) Action Taken/Being Taken</th>
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Additional Information

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**Prepared by:**

Division Engineer III

**Reviewed by:**

Chief, SGOD

**Approved by:**

Schools Division Superintendent