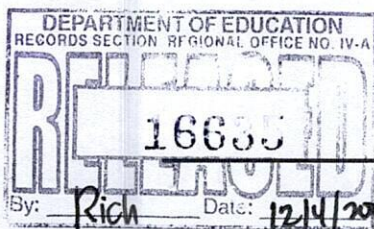




ESSD-RM-2023-727



Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON

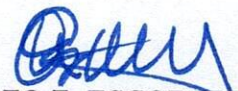
November 29, 2023

**Regional Memorandum**  
No. 727 s. 2023

**REITERATION ON THE ROLES AND RESPONSIBILITIES OF  
ENGINEERS AND ARCHITECTS**

To: **Schools Division Superintendents**

1. In reference to the DepEd Unnumbered Memoranda dated November 14, 2023<sup>1</sup>, this Office, through Education Support Services Division reiterates the roles and responsibilities of engineers and architects to ensure the effective implementation of programs, projects and activities especially those related to school infrastructure and facilities.
2. Attention is hereby requested to paragraph three of the issued Memoranda.
3. For more information or queries, please contact Chief Eduarda M. Zapanta or Engr. Jamaica Rose G. Rolloque of Education Support Services Division at (02) 8682 – 2114 local 430.
4. Immediate dissemination and compliance of this Memorandum are highly desired.

  
**ATTY. ALBERTO T. ESCOBARTE, CESO II**  
Regional Director

<sup>1</sup> Reiteration on the Grounds for Administrative Disciplinary Action for Field Engineers Holding Plantilla Position and Reiteration of the Terms of Responsibilities of the Field Engineers and Architects under Contract of Service

03/ROE6



Address: Gate 2, Karangalan Village, Cainta, Rizal  
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Website: depdcalabarzon.ph



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Republic of the Philippines

## Department of Education

OFFICE OF THE UNDERSECRETARY FOR SCHOOL INFRASTRUCTURE AND FACILITIES

### OFFICE MEMORANDUM

OM-OUSIF-2023- 057

**TO :** REGIONAL DIRECTORS  
SCHOOLS DIVISION SUPERINTENDENTS  
COS FIELD ENGINEERS AND ARCHITECTS  
ALL OTHERS CONCERNED

**FROM :** EPIMACO V. DENSING, III  
Undersecretary for School Infrastructure and Facilities

**SUBJECT :** REITERATION OF THE TERMS OF RESPONSIBILITIES OF  
THE FIELD ENGINEERS AND ARCHITECTS UNDER  
CONTRACT OF SERVICE

**DATE :** NOVEMBER 14, 2023

To ensure the streamlined and effective execution of the Department of Education's (DepEd) programs, projects, and activities, especially those related to school infrastructure and facilities, the Office of the Undersecretary for School Infrastructure and Facilities (OUSIF) supervises these initiatives by closely monitoring the reports submitted to the Central Office through the Education Facilities Division.

In connection hereto, this Office reiterates the Terms and Responsibilities of the Field Engineers and Architects under the Contract of Service to properly observe their duties and functions as indicated.

Failure to comply with the requirements of OUSIF in relation to the implementation of school building program shall subject them to the immediate termination of their contract without further notice.

For strict compliance and preferential attention.





Republic of the Philippines  
**Department of Education**

OFFICE OF THE UNDERSECRETARY FOR SCHOOL INFRASTRUCTURE AND FACILITIES

**OFFICE MEMORANDUM**

**OM-OUSIF-2023-** 054

**TO :** REGIONAL DIRECTORS  
 REGIONAL ENGINEERS  
 ALL OTHERS CONCERNED

**FROM :** EPIMACO V. DENISING, III  
 Undersecretary for School Infrastructure and Facilities

**SUBJECT :** REITERATION ON THE GROUNDS FOR ADMINISTRATIVE  
 DISCIPLINARY ACTION FOR FIELD ENGINEERS HOLDING  
 PLANTILLA POSITION

**DATE :** NOVEMBER 14, 2023

To ensure the streamlined and effective execution of the Department of Education's (DepEd) programs, projects, and activities, especially those related to school infrastructure and facilities, the Office of the Undersecretary for School Infrastructure and Facilities (OUSIF) supervises these initiatives by closely monitoring the reports submitted by Regional Engineers.

In this regard, this Office reiterates the Terms and Responsibilities of the Regional Engineers to properly observe their job functions indicated therein. The Regional Engineers are required to oversee all the infrastructure programs within their respective jurisdiction through proper coordination with their respective area managers. As such, monitoring reports relative to the construction of school buildings and other related data needed for the implementation of school building programs is paramount.

Failure to comply with the requirements of OUSIF in relation to the implementation of school building program shall be tantamount to Administrative Disciplinary Action as stated in Section 11 of Republic Act No. 6713, which states as:

*Section 11. Penalties – Any public official or employee, regardless of whether or not he holds office or employment in a casual, temporary, holdover, permanent or regular capacity, committing any violation of this Act shall be punished with a fine not exceeding the equivalent of six (6) months salary or suspension not exceeding one (1) year, or removal depending on the gravity of the offense after due notice and hearing by the appropriate body or agency. If the violation is punishable by a heavier penalty under another law, he shall be prosecuted under the latter statute. Violations of Sections 7, 8 or 9 of this Act shall be punishable with imprisonment not exceeding five (5) years, or a fine not exceeding five thousand pesos (P5,000), or both, and, in the discretion of the court of competent jurisdiction, disqualification to hold public office.*

For strict compliance and preferential attention.



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