



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



ESSD-RM-2025-115

17 February 2025

Regional Memorandum
No. 115 s. 2025

**CY 2025 MONITORING AND EVALUATION OF PROGRAMS
UNDER BASIC EDUCATION FACILITIES FUND
AND OTHER EDUCATIONAL FACILITIES
PROJECTS**

To: **Schools Division Superintendents**

1. In reference to DepEd Order No. 18 s. 2023¹, this Office, through the Education Support Services Division (ESSD), will conduct monitoring and evaluation of programs under the Basic Education Facilities Fund (BEFF) and other educational facilities projects.
2. The activity aims to ensure that the programs and projects are implemented in compliance with the laws, rules, regulations, and other relevant issuances of the department.
3. The Regional Office (RO) monitoring officials are the ESSD Chief, Regional Engineer, and DepEd Project Engineers and Architect under Contract of Service.
4. The Schools Division Offices (SDO) through the School Governance and Operations Division shall assist the RO monitoring officials during the time of inspection.
5. Relative to this, a quarterly coordination meeting will be conducted to address updates and concerns regarding the implementation of programs and projects. A virtual coordination meeting with the concerned SDO shall be facilitated by the Regional Office, if necessary.
6. Enclosure 1 provides the target schedule, venue, and expected participants relative to the conduct of activities.
7. Travel and other related expenses of the RO Monitoring Officials relative to the conduct of this activity will be charged against the regional funds, while that of the SDO will be charged against their local funds, subject to the usual accounting and auditing rules and regulations.

¹ Revised Multi-Year Guidelines on the Allocation, Receipt, Utilization, Monitoring, and Reporting of the Basic Education Facilities Funds (BEFF)



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8. 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.
9. Immediate dissemination and compliance with this Memorandum are highly desired.


ATTY. ALBERTO T. ESCOBARTE, CESO II
 Regional Director 

03/ROE6

Enclosure No. 1 to Regional Memorandum No. ____s, 2025

SCHEDULE OF ACTIVITIES

Date/Time*	Venue/ SDO to be visited	Activity/ Modality	Participants			
March 12, 2025	Bulwagan ng Karangalan, DepEd Region IV-A CALABARZON	1st Quarter Regional Coordination Meeting (RCM) of Engineers and Architects	Central Office (CO), RO, and SDO Concerned Personnel			
March 13-14, 2025	Tayabas City Lucena City	On-site monitoring and inspection of various recipient schools of the School Building Program, Last Mile School Program, and other educational facilities projects	RO and SDO Monitoring Officials			
April 2-4, 2025	Quezon Province					
April 8, 10 and 11, 2025	Rizal Province Antipolo City					
April 22-25, 2025	Batangas Province Batangas City					
	Lipa City					
April 29-30, 2025	Tanauan City Sto.Tomas City					
June 4, 2025	Venue to be announced on a separate issuance.	2nd Quarter RCM of Engineers and Architects	CO, RO, and SDO Concerned Personnel			
June 23-25, 2025	Venue to be announced on a separate issuance.	Midyear Conference of DepEd and DPWH Engineers and Architects	CO, RO, and SDO Concerned Personnel DPWH RO Representative			
August 12-15, 2025	Laguna Province San Pablo City Calamba City	On-site monitoring and inspection of various recipient schools of the School Building Program, Last Mile School Program, and other educational facilities projects	RO and SDO Monitoring Officials			
August 26-29, 2025	Cabuyao City San Pedro City Biñan City Sta.Rosa City					
	July 2-4, 2025			Cavite Province Dasmariñas City		
	July 22-25, 2025			Cavite City General Trias City Bacoor City Imus City		
September 9, 2025				Venue to be announced on a separate issuance.	3rd Quarter RCM of Engineers and Architects	CO, RO, and SDO Concerned Personnel

Date/Time*	Venue/ SDO to be visited	Activity/ Modality	Participants
September 2025 onwards	Select SDOs	On-site monitoring and inspection of various recipient schools of the School Building Program, Last Mile School Program, and other educational facilities projects	RO and SDO Monitoring Officials
December 10, 2025	Venue to be announced on a separate issuance.	4th Quarter Regional Coordination Meeting (RCM) of Engineers and Architects	Central Office (CO), RO, and SDO Concerned Personnel

**The actual schedule may vary if there will be equally important activity to be conducted by the Central and Regional Office on the said target dates.*