

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




08 September 2025

Regional Memorandum
No.670 s.2025

**3RD QUARTER REGIONAL COORDINATION MEETING
OF ENGINEERS AND ARCHITECTS**

To: **Schools Division Superintendents**

1. In reference to the Regional Memorandum No. 115, s. 2025¹, this Office, through the Education Support Services Division, will conduct the 3rd Regional Coordination Meeting (RCM) of Engineers and Architects on September 15, 2025, via Microsoft Teams at 1:30 p.m.
2. The activity aims to provide updates on the status of programs and projects under the Basic Education Facilities Fund and discuss the concerns regarding its implementation.
3. Participants in this activity include Division Engineers and DepEd Project Engineers/Architects.
4. The participants shall prepare the status report of the School Building Program and other educational facilities projects. The PowerPoint presentation shall be uploaded on or before September 12, 2025, through this Google Drive link https://bit.ly/DepEdRIV-A_RCM2025-Q3.
5. Enclosure 1 provides the indicative program of activities and a copy of the Minutes of Meeting of the 2nd Quarter RCM last June 4, 2025.
6. 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.
7. Immediate dissemination and compliance with this Memorandum are highly desired.


ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director

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¹ CY 2025 Monitoring and Evaluation of Programs under Basic Education Facilities Fund and Other Educational Facilities Projects

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

Indicative Program of Activities

Time	Activity	Persons Involved
1:30 p.m. - 2:00 p.m.	Preliminaries and Introduction of Participants	Ar. Anjo H. Raqueño Engr. Edilberto A. Damiles, Jr. Engr. James Mattwill E. Abalos
	Welcome Remarks	Chief Eduarda M. Zapanta
	Objective	Engr. Jamaica Rose G. Rolloque
2:00 p.m. – 3:30 p.m.	Presentation of the accomplishments of the School Building Program and its various components and other concerns	Division Engineers/ DepEd Project Engineers
3:30 p.m. – 4:00 p.m.	Synthesis and Ways Forward Closing Remarks	Engr. Jamaica Rose G. Rolloque Chief Eduarda M. Zapanta



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**2ND QUARTER REGIONAL COORDINATION MEETING
OF ENGINEERS AND ARCHITECTS**

Bulwagang Arcillas, SDO Santa Rosa City, Santa Rosa City, Laguna
June 4, 2025

A. ATTENDANCE

	NAME	POSITION	OFFICE / DIVISION
1.	Hereberto Jose Miranda CESO VI	Schools Division Superintendent	Santa Rosa City
2.	Nehru Rainier P. Sarmiento	Engineer III	Education Facilities Division – CO
3.	Eduarda M. Zapanta	Chief Education Supervisor	ESSD
4.	Jamaica Rose G. Rolloque-Oreña	Engineer III	Regional Office
5.	James Mattwill E. Abalos	Technical Assistant IV	Regional Office
6.	Edilberto A. Damiles Jr.	Technical Assistant III	Regional Office
7.	Anjo H. Raqueño	Technical Assistant III	Regional Office
8.	Madiel D. Verzola	Engineer III	Antipolo City
9.	Eduardo M. Ulit	Engineer III	Batangas City
10.	John Albert L. Tiquis	Engineer III	Batangas Province
11.	Jesriel Anne A. Macaraig	Technical Assistant III	Batangas Province
12.	Precious Joy A. Coronado	Engineer III	Biñan City
13.	Sarah B. Castillo-Lagrada	Engineer III	Cabuyao City
14.	Michael Angelo T. Tayo	Technical Assistant IV	Cavite City

15.	Deo V. Fernandez	Technical Assistant III	Cavite Province
16.	Joel A. Mina	Engineer III	Cavite Province
17.	Aiza M. Bulaon	Engineer III	Dasmariñas City
18.	Abhram P. Colocado	Engineer III	Gen. Trias City
19.	Jay Darius M. Montealegre	Technical Assistant III	Imus City
20.	Ronaldo A. Reodica	Engineer III	Laguna Province
21.	Catherine Jones G. Cantalejo	Technical Assistant III	Laguna Province
22.	Yomer S. Bermejo	Technical Assistant III	Laguna Province
23.	Jeffrey M. Santos	Engineer III	Lipa City
24.	Romeo B. Aguilera	Technical Assistant III	Lipa City
25.	Sharmaine G. Cortas	Technical Assistant III	Quezon Province
26.	Daniel I. Hutamares Jr.	Technical Assistant IV	Quezon Province
27.	Gian Carlo O. Pardilla	Technical Assistant IV	Quezon Province
28.	Ritchie A. Lagunda	Engineer III	Rizal Province
29.	Alfe Y. Jacobe	Engineer III	San Pablo City
30.	Sherwin P. Santos	Engineer III	San Pedro City
31.	Shernan P. Roncales	Engineer III	Sta. Rosa City
32.	Leandro Paul H. Zamora	Engineer III	Sto. Tomas City
33.	Jaypee A. Escobar	Technical Assistant III	Tayabas City
----- Nothing Follows -----			

B. MINUTES

I. Introduction

DepEd Region IV-A CALABARZON, through the Education Support Services Division, conducted the 2nd Regional Coordination Meeting (RCM) of Engineers and Architects on June 4, 2025. The activity was held at Bulwagang Arcillas of the Schools Division Office (SDO) of Sta. Rosa City as the host division in reference to the Regional Memorandum No. 146, s. 2025^[1].

^[1] 2nd Quarter Regional Coordination Meeting

II. Meeting proper

The meeting started at 8:00 am with the registration and preliminaries. A warm welcome remarks was delivered by Hereberto Jose Miranda, CESO VI, the Schools Division Superintendent of Sta. Rosa City. The statement of purpose was presented by Eduarda M. Zapanta, Chief Education Supervisor of the Education Support Services Division. This was followed by the presentation of the agenda by Engr. Jamaica Rose G. Rolloque, Regional Engineer.

The twelve (12) Division Engineers and DepEd Project Engineers of SDOs were identified and presented the accomplishments of the School Building Program and its various components as follows:

- | | | |
|--------------------------|---|---------------------------------|
| 1. SDO Sta. Rosa City | - | Engr. Shernan P. Roncales |
| 2. SDO San Pablo City | - | Engr. Alfe Y. Jacobe |
| 3. SDO Batangas Province | - | Engr. John Albert L. Tiquis |
| 4. SDO Biñan City | - | Engr. Precious Joy A. Coronado |
| 5. SDO Rizal Province | - | Engr. Ritchie A. Lagunda |
| 6. SDO Tayabas City | - | Engr. Jaypee A. Escobar |
| 7. SDO San Pedro City | - | Engr. Sherwin P. Santos |
| 8. SDO Quezon Province | - | Engr. Daniel I. Hutamares Jr. |
| 9. SDO Cabuyao City | - | Engr. Sarah B. Castillo-Lagrada |
| 10. SDO Cavite City | - | Engr. Michael Angelo T. Tayo |
| 11. SDO Lipa City | - | Engr. Romeo B. Aguilera |
| 12. SDO Cavite Province | - | Engr. Deo V. Fernandez |

The PowerPoint presentation of all the SDOs, Regional Office and Central Office is available through this Google Drive link https://bit.ly/DepedRIV-A_RCM2025-Q2.

Issues and Concerns	Discussion	Agreement/ Ways Forward
Non-compliance with the DepEd standard color scheme (roofing sheet color)	Engr. Alfe Y. Jacobe of SDO San Pablo City presented their ongoing educational facilities, with one school having a non-compliance with the DepEd standard color scheme.	For removal and replacement of the installed roofing sheet in one school (Blue to Green) For strict compliance with the DepEd standard color scheme
Discrepancy in the percentage of accomplishment of DepEd and DPWH in the status report	Engr. Ritchie A. Lagunda of SDO Rizal Province presented their ongoing and completed educational facilities. On the actual assessment of Engr. Lagunda, the 2Sty8CL school building at Laiban Elementary School was still ongoing and has an accomplishment of 80%, but based on the report of the DPWH District Engineering Office, the status of the project is completed with an actual completion date of May 15, 2025.	For discussion with the concerned District Engineering Office (DEO) of DPWH
Different budget estimates for the New Construction of School Building within the same province, but different DPWH-DEOs	Engr. Lagunda raised the concern on the costing of school buildings with the same scope of works between the 2 DPWH District Engineering Offices in Rizal Province. For example is the construction of classrooms at DPWH Rizal 1st DEO and DPWH Rizal 2nd DEO. Based on their observations, there is the same scope of work at the 2nd District, but it is much higher costing compared to the 1st District, considering the project at the 1st District has tiling works.	For information

Issues and Concerns	Discussion	Agreement/ Ways Forward
CY 2024 BEFF Solar PV System (Off-Grid) at Busal Integrated School with ongoing rectification of punchlisted items	Engr. Jaypee A. Escobar of SDO Tayabas City presented their ongoing projects.	For information
<p>Termination of New Construction Project due to the Home Owners Association</p> <p>Procurement of School Furniture for new classrooms</p> <p>Electrical Upgrading at the School on-grid (through SEF)</p> <p>Funding for Schools damaged by typhoons</p>	Engr. Sherwin Santos reported that the Adelina I National High School (Sampaguita Annex) NewCon 2024 has terminated due to the objection of the current Home Owners Association (HOA) that prohibits the Construction of the School building at the proposed site inside a non-exclusive subdivision at San Pedro City.	For request for reversion of budget
Delay of the Electrification project	<p>SDO Quezon Province presented their ongoing educational facilities.</p> <p>The electrification project at Real Central School was already energized, but has a punchlisted items for rectification of the Contractor.</p> <p>The Construction of Classrooms at Padre Burgos Central School has a time extension due to additional manual hauling during construction.</p>	For information and fast-track of completion of the project

Issues and Concerns	Discussion	Agreement/ Ways Forward
<p>Completion of data on monitoring</p> <p>Projects with a status of not yet started or under procurement</p> <p>Central Office has already consolidated the area of Assignments of COS Engineers and Architects.</p>	<p>Engr. Sarmiento presented the updates and reminders to DepEd IV-A Engineers and Architects.</p> <p>BEFF Newcon Updates as of January 2025</p> <p>BEFF historical data- the trend takes at least 4 years to complete a single funding year to be completed.</p>	<p>For information</p>
	<p>Engr. Rolloque presented the regional updates as follows:</p> <p>Schedule of CY 2025 Monitoring and Evaluation of Programs under Basic Education Facilities Fund and Other Educational Facilities Projects as stated in the Regional Memorandum No. 115, s. 2025 and the Regional Memorandum No. 251, s. 2025, which reminds that the Division Engineers shall accomplish the monitoring tool prior to the conduct of the inspection and will be validated by the Regional Office Monitoring Officials.</p> <p>Regional Memorandum No. 282, 2. 2025 - Reiteration on the Submission of Status Report of Various Program Components of Basic Education</p>	<p>Schools Division Offices (SDO) shall update the status report accomplished in the Standard Accomplishment Report Form provided by the Central Office.</p> <p>This shall be submitted every 15th of the month through the regional online link accessible to all Division Engineers and deployed DepEd Project Engineers and Architects</p> <p>4th Quarter Regional Coordination Meeting of Engineers and Architects to be hosted by (SDO Biñan City or SDO Quezon Province)</p>

Issues and Concerns	Discussion	Agreement/ Ways Forward
	<p>Facilities Funds (BEFF) and Other Educational Facilities Projects</p> <p>Called up the SDO with incomplete data on the online monitoring of BEFF projects.</p> <p>Upcoming activities: July 29-30, 2025 - DPWH-DepEd Midyear Coordination Meeting</p> <p>September 9, 2025 - 3rd Quarter Regional Coordination Meeting of Engineers and Architects</p> <p>September 10-12, 2025 - Technical Conference for the Professional Development of CALABARZON Engineers and Architects.</p> <p>December 10, 2025 - 4th Quarter Regional Coordination Meeting of Engineers and Architects</p>	
	<p>Open Forum was presided by Engr. Nehru Rainier P. Sarmiento and Engr. Jamaica Rose G. Rolloque-Oreña</p>	
<p>Incomplete/ abandoned Barangay Health Station at Imus City</p>	<p>The incomplete/abandoned Barangay Health Station was in the way of the construction of the 4STY-12CL School Building. The building footprint was not affected by the BHS, however, to fully utilize the limited buildable space of the school site</p>	<p>For follow-up to the Central Office.</p>

Issues and Concerns	Discussion	Agreement/ Ways Forward
Hiring of Contract of Service Engineer (COS) for SDO Bacoar City	<p>and the lack of other options, the abandoned BHS became the proposed location of the cistern tank.</p> <p>Engr. Montealegre raised the concern for the hiring of COS Engineer to be detailed at Schools Division Office of Bacoar City.</p> <p>Engr. Sarmiento replied that the document for the hiring of New COS engineers and architects is already ongoing, but as of the date of the meeting, no schedule of hiring has been released in the Central Office.</p>	For hiring of additional engineers and architects upon approval and release of the Memorandum from Central Office
Revised plan for Mid-Rise School Building	<p>Engr. Montealegre raised the concern for the pending requirements for the Mid-rise School building to be constructed at Bacoar City.</p> <p>Engr. Sarmiento recommended to Engr. Montealegre to complete all other required documents while waiting for the revised plan of the Mid-Rise School Building.</p>	For completion of all required documents
Usage of completed 4Sty8CL at the Cavite National High School	Engr. Tayo of SDO Cavite City raised the concern if the school can use the completed 1-unit of 4Sty8CL while the other unit is still ongoing.	<p>SDO to coordinate with the concerned DPWH District Engineering Office for the possible issuance of partial turnover.</p> <p>Engr. Sarmiento reminded Engr. Tayo to scrutinized the agreement to</p>

Issues and Concerns	Discussion	Agreement/ Ways Forward
		avoid further issues that may arise from the usage of the completed school building and also mention that the DPWH may disagree to the usage of completed classroom due to the conflict to occupancy permit.
Schedule of turnover of PSIP phase 2	Engineer Reodica of SDO Laguna Province raised the concern on the schedule of turnover of PSIP Phase 2 at selected schools within the Laguna Province	Engr. Sarmiento instructed Engr. Reodica to coordinate the details of the schools to EFD Central Office for their verification and the SDO and to wait for the transfer of book of account of the project from Central Office.
CY 2023 and CY 2024 incomplete New Construction of Classroom	Engr. Jacobe raised the concern on the next tranche of funding for the Completion of New construction of school buildings	To coordinate with Mr. Sherwin Bangagunio on the list for completion. Engr. Sarmiento also reiterated that there will be a separate line item for the completion of the school buildings.
Utilization of Program Support Fund	Engr. Roncales of SDO Santa Rosa City raised the concern on the Program Support Fund (PSF) for Engineers that downloaded to SDO Santa Rosa was not utilized due to the disapproval of their Accountant having several requests to utilize the fund.	

Issues and Concerns	Discussion	Agreement/ Ways Forward
	This was followed by the comments of the Division engineers on the concern of Engr. Roncales, the guidelines on the utilization of PSF created a different interpretation among the accountants across the region.	
Ongoing CY 2018 Electrification of Schools at Batangas City	There will be a joint inspection between Meralco and SDO Batangas City for the energization of the school	For information
Batangas City was not included in the listing of PSIP phase 3	Engr. Ulit raised the concern on the non-inclusion of Batangas City in the listing for PSIP phase 3	Engr. Sarmiento to check for the listing of PSIP Phase 3
Incidence of collapsed Ceiling on newly constructed/ repaired School Buildings (single/multi-storey)	<p>The Division Engineers raised a concern about a new design of the ceiling for School Buildings.</p> <p>The Division engineers raised the Issue that the Contractors of the new construction of classrooms/ repair do not follow the details of the Ceiling indicated in the standard plans of DPWH, which causing the collapse of the ceiling.</p> <p>The Division engineers also pointed out that the contractors used a double metal furring or main channel instead of a threaded rod with an adjustment spring, as indicated in the standard plans of DPWH.</p>	<p>Engr. Sarmiento replied that there will be no revision on the current design of the ceiling (composed of Fiber Cement Board and double metal furrings and wireclip.)</p> <p>The division engineer to raised the concern to their respective DPWH counterparts for their action on the issue of poor workmanship.</p>
Procurement of School Furniture	The School Furniture using the New Design will be the procured of the DepEd Central Office.	For information

Issues and Concerns	Discussion	Agreement/ Ways Forward
Usage of pick-up vehicle issued to the Deped Division Engineers	The Division engineers raised the issue that some of the Pick-up Vehicles issued for the use of the engineers are not being utilized as intended.	To raise the concern to Central Office
Replacement of a blackboard with a whiteboard	The division engineers raised a concern for the use of whiteboards in classrooms as they received some feedback that some parts of the whiteboard are not clearly visible from the back, especially if sunlight reflects on the whiteboard	For verification of the design at EFD Central Office
Hiring of Geodetic Engineer and other Technical Assistants (Tas) for site titling	Engr. Lagunda ask if there will be equipment to be issued to the Geodetic Engineers to be hired	Engr. Sarmiento clarified that there's no fund (as of the time of the meeting) to provide to purchase such equipment (i.e. total station)
Geodetic Engineer and other TAs for site titling	Schedule of monitoring and hierarchy of reporting	To verify the concern to Central Office
Soft copy of Site Development Plan (SDP)	There is an issue that the site development plans did not match on the actual title and there are issues such as encroachment which is still not addressed.	There is a soft copy of site development plan, the link previously given The link to the soft copy of the SDP to be provided to SDO once coordinated with the service provider.
Training of Deped Engineers and Architects (COS and Plantilla) on New Procurement Law	The Division engineers and COS Engineers and Architects are asking If the deped engineers and architect can be trained to new procurement law	The concern will be coordinated to PSDBM by the EFD central Office.
CY 2025 list for the new construction of classrooms	Due to insufficient funds of the project, Engr. Pardilla requested to DPWH District Office if they can use the Old Design of DepEd school building to	The building will be requested to be included in to list for completion.

Issues and Concerns	Discussion	Agreement/ Ways Forward
	maximize the funds. The concerned DPWH DEO denied the request as it would violate existing rules and regulations of both DepEd and DPWH.	
2025 proposed new classroom design	A new design of classroom was under proposal with Eight (8) million average budget for classroom that will feature the following but not limited to: Slab roof deck Solar-powered System Elevator Foundation ready for future renovation Elevator for PWD	For proposal to top management
Latest issuance of approved Construction Materials Price Database (CMPD)	Request for updated approved CMPD from CO	Engr. Sarmiento replied that they will follow up on planning for the approved CMPD.
Delay of procurement on educational Facilities	Engr. Nehru asked the SDO on the the reasons for the delay in procurement on Educational Facilities. Some Division Engineers replied the following: 1. Volume of activities of the Procurement Unit/ Bids and Awards Committee (BAC) 2. Some of the division Procurement Unit/ Bids and Awards Committee (BAC) opted to not conduct Early procurement due to the reason that the Sub-aro may not be release later on and choose to wait first for the released of Sub-aro before proceeding to the procurement process.	To be raised to the Central Office

Issues and Concerns	Discussion	Agreement/ Ways Forward
Deadline on Authority to Procure (ATP)	Engr. Santos of SDO Lipa City suggested to have a deadline included in the ATP.	To be proposed to Central Office
Release of Sub-ARO for electrification in Laguna province	Waiting Sub-ARO for CY 2024 Electrification projects in Laguna Province. Resolution to Award already submitted to central office	To follow up to Central Office
Donation of School Buildings from Gambling, alcohol and cigarettes Company/ corporations	The Division Engineers are asking if the DepEd can now accept from Gambling, Alcohol and Cigarettes Company/ corporations.	To be raised to Central Office
Delay in the Implementation on various projects	<p>Causes of delay in the implementation</p> <p>Electrification of On-Grid/off-grid Schools</p> <ol style="list-style-type: none"> 1. Local Electric Cooperative 2. Private Electric Concessionaires <p>New Construction of School Buildings</p> <ol style="list-style-type: none"> 1. Processing of building permit <ul style="list-style-type: none"> • There are cases that the OBO questions why the Principals are the ones applying for the building permit of Schools instead of the Contractor. 2. Some Municipal/City Engineers question the structural analysis of DepEd School buildings 3. Delay in processing/ approval of Demolition permit <ul style="list-style-type: none"> • Some of the COA provisions are not aligned with the provisions of the OBO. 	<p>DO 107 s.2010 is already proposed for revision</p> <p>For information</p>

Issues and Concerns	Discussion	Agreement/ Ways Forward
	<ul style="list-style-type: none"> • Delay in inspection of COA <p>Repair of School Buildings</p> <ol style="list-style-type: none"> 1. Lack of space at the school to relocate the existing furniture, shelves etc., inside the classroom, which often results in phasing of the scope of work. <p>Repair and Rehabilitation of Gabaldon School Buildings</p> <ol style="list-style-type: none"> 1. Approval of Conservation Management Plan 	
Site Development Plan of Schools	Engr. Sarmiento said that the Site development plan can be included in the scope of works for the New Construction of classrooms if there is prior coordination with the respective DPWH District Office.	For information
Completion of CY 2025 New Construction of Classroom	Division engineers asked for the inclusion of the incomplete New Construction of the classroom.	Engr. Sarmiento gave instructions to coordinate with the EFD Central Office to be included in the List.
Schools with major repairs	The Division engineers are asking if there will be an additional allocation for repair in the CY 2025 fund	The schools with Major repairs will probably be funded next year.
School MOOE on repair and maintenance	The Division engineer raised the issue of a conflicting amount on NSBI vs the amount at the Existing Educational Facilities Manual. The Minor repair on NSBI was Php 15,000. On existing EFD Manual only amounts to Php 10,000 per classroom same with the damage assessment form	EFD manual has an ongoing revision to address such issue.

Issues and Concerns	Discussion	Agreement/ Ways Forward
Unfunded Quick Response Fund (QRF)	Engr. Sarmiento noted that some of the unfunded QRF are listed to be funded under the proposed ISRS and PSIP	Engr. Sarmiento reminded the Division engineers to prioritize to Regular repairs those schools still not funded through QRF
----- Nothing follows -----		

III. Synthesis/ Ways Forward/ Closing Program.

Facilitated by the Regional Engineer of DepEd Region IV-A, Engr. Jamaica Rose G. Rolloque-Oreña.

IV. Photo Documentation



Participants during the preliminaries



SDS Hereberto Jose Miranda CESO VI giving a welcome speech



Eduarda M. Zapanta, ESSD-Chief Giving the statement of purpose



Engr. Jamaica Rose G. Rolloque- Oreña giving the Meeting Agenda



Engr. Shernan Roncales reporting the status of accomplishment for SDO Santa Rosa City




Engr. Nehru rainier P. Sarmiento Reporting updates and presiding the Open forum

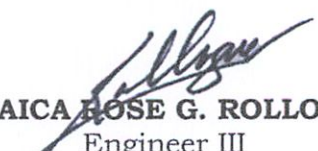


The DepEd CALABARZON Engineers and Architects


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