

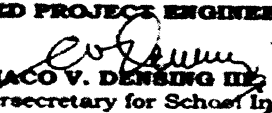


Office of the Chief

**MEMORANDUM**

**FOR :** REGIONAL DIRECTORS  
 SCHOOLS DIVISION SUPERINTENDENTS

**ATTN :** REGIONAL ENGINEERS  
 DIVISION ENGINEERS  
 DEPED PROJECT ENGINEERS

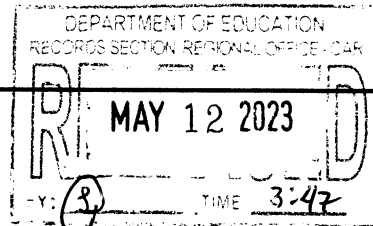
**FROM :**   
 EPIMACO V. DENING III  
 Undersecretary for School Infrastructure and Facilities

**SUBJECT :** SUBMISSION OF STATUS REPORT UNDER THE BASIC  
 EDUCATION FACILITIES FUND (BEFF), LAST MILE SCHOOLS  
 PROGRAM, RESTORATION OF GABALDON BUILDINGS AND  
 QUICK RESPONSE FUND

**DATE :** April 24, 2023

As part of our commitment to transparency and accountability on the programs/projects implemented by the Department, monitoring, evaluation and reporting of the status of implementation are essential to ensure timely delivery while identifying problems and risks at the early stage which are necessary in achieving project objective and goals. With this in mind, we are requesting for your usual cooperation for the following:

1. Timely updating and submission of status report:
  - a. Regional Engineers should consolidate and validate status report from the Division Engineers every 20<sup>th</sup> of the month for submission to the Central Office on or before 25<sup>th</sup> of every month;
  - b. Reporting of the status of accomplishment should be done monthly through the templates provided on the official google drive shared by EFD to the Regional Engineers;
  - c. Regional Engineers are also required to send via email their consolidated report, catch-up plan and other necessary documents to [ousif.ed@deped.gov.ph](mailto:ousif.ed@deped.gov.ph).
2. Completeness of the details on the status report template:
  - a. Procurement timelines such as the Issuance of the Invitation to Bid, Pre- Submission Conference, Bid Opening, Issuance of Resolution to Award, and Issuance of Notice to Proceed as well as the contract



Republic of the Philippines  
 Department of Education  
 CORDILLERA ADMINISTRATIVE REGION

May 12, 2023

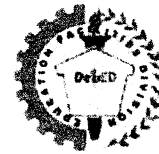
**To :** Schools Division Superintendents  
 All Schools Division Offices  
 All Others Concerned

For strict compliance of all concerned.

**ESTELA P. LEON-CARIÑO EdD, CESO III**  
 Director IV/Regional Director

For the Regional Director:

  
**RONALD B. CASTILLO, CESO V**  
 Director III/Assistant Regional Director

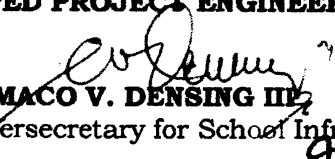


*Office of the Chief*

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