



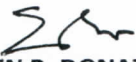
Republic of the Philippines  
 Department of Education  
 CORDILLERA ADMINISTRATIVE REGION  
 Wangal, La Trinidad, Benguet



**REGIONAL MEMORANDUM**

TO : Engr. Christopher B. Hadsan  
 Engr. Cullen S. Wegiyon  
 Division Engineer-Mountain Province  
 Division Physical Facilities Coordinator  
 School Head of recipient schools

**RELEASED**  
 NOV 17 2015  
 DEPED-CAR Time: \_\_\_\_\_

FROM :   
**ELLEN B. DONATO, Ed.D., CESO III**  
 Regional Director

SUBJECT : PRE-CONSTRUCTION CONFERENCE FOR THE PROJECT REPAIR/REHAB OF  
 SCHOOL BUILDINGS IN VARIOUS SCHOOL SITES IN CAR-LOT 4A, 4B and 4C (Mountain  
 Province Division)

DATE : NOVEMBER 16, 2015

- In order to facilitate the smooth implementation of the above-mentioned project, a pre-construction conference will be done on November 19-20, 2015. The pre-construction conference shall be conducted per school site to clarify all issues regarding the scope or items of works to be done, specifications of materials to be used and all other matters regarding the implementation of the project.
- The schedule of the pre-construction conference will be as follows:

DATE	TIME	NAME OF SCHOOL
November 19, 2015	11:00 A.M.	Sadanga National High School
November 19, 2015	3:00 P.M.	Bontoc National High School
November 20, 2015	8:30 A.M.	Sabangan Central School
November 20, 2015	10:30 A.M.	Pingad National High School

- Travel expenses of participants shall be charged against local funds subject to the usual accounting and auditing rules and regulations
- For strict compliance.

ESSD/ABG/cbh

Telephone Numbers:					
Office of the Director IV	-422-1318	Budget and Finance Division	-422-5155	Cash Section	-309-3017
Fax Machine	-422-4074	Elementary Education Division	-422-7096	Physical Facilities Unit/ICT	-309-3011
Office of the Director III	-309-3013	Alternative Learning System	-422-5187	Regional Planning Unit	-309-1234
Administrative Division	-422-1804	Secondary Education Division	-309-3014	Supply Unit	-422-2198
				Record Section	-309-3015
				Payroll Services Unit	-424-3993
				Special Services Division	-424-5167
				Commission on Audit	-422-7434