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Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

September 22, 2022

REGIONAL MEMORANDUM

No. **1074**, s. 2022

**PARTICIPATION TO THE THIRD SITE VISIT AND TECHNICAL EVALUATION
AND REVIEW MEETING ON THE CONSTRUCTION OF THE
GIRLS' EDUCATION CENTER**

To: Regional Office Division Chiefs/Unit Head
(CLMD, AD, ESSD, and PAU)
All Others Concerned

1. In reference to the official communication from the Director and Representative of the United Nations Educational, Scientific and Cultural Organization (UNESCO) dated September 19, 2022, requesting the participation and assistance during the **Third Site Visit and Technical Evaluation and Review Meeting** on September 27, 2022 and September 28, 2022, respectively, relative to the construction of the Girls Education Center, the following DepEd Regional officials and personnel shall be at the designated venues as shown below:

Date/ Venue	Activity	RO8 Participants
September 27, 2022 (9:30 am -10:30 am) PMO, VistaGreen Office	Briefing and Orientation Meeting	<ul style="list-style-type: none"> • Dr. Evelyn R. Fetalvero, CESO IV, Regional Director • Bebiano I. Sentillas, CESO V, Asst. Regional Director • Alfredo P. Café, EPS, ALS Focal Person, CLMD • Ryan Jay L. Bagon, Engineer III, ESSD • (Other Personnel from the ESSD and GSU)
September 27, 2022 (10:30 am -4:00 pm) GEC Site	Site Visit (Field Work) by the UNESCO, KOICA, and DepEd-EFD Team with the assistance of the concerned officials and personnel from the DepEd RO8 and from the VistaGreen Builders, Inc.	<ul style="list-style-type: none"> • Alfredo P. Café, EPS, ALS Focal Person, CLMD/ Support Staff • Ryan Jay L. Bagon, Engineer III, ESSD • (Other Personnel from the ESSD and GSU)
September 27, 2022 (4:00 pm - 5:00 pm) PMO, VistaGreen BI	Debriefing	



<p>September 28, 2022 Oriental Leyte Hotel, Baras, Palo, Leyte</p> <p>(9:30 am - 12:10 pm)</p>	<p>Technical Evaluation and Review Meeting with the UNESCO, KOICA, DepEd-EFD Team, DepEd RO8 Team, and the VistaGreen Builders, Inc.</p>	<ul style="list-style-type: none"> • Dr. Evelyn R. Fetalvero, CESO IV, Regional Director • Bebiano I. Sentillas, CESO V, Asst. Regional Director • Dr. Harvie D. Villamor, Chief, CLMD • Dr. Rosemarie M. Guino, OIC-Chief, ESSD • Alfredo P. Café, EPS, ALS Focal Person, CLMD • Ryan Jay L. Bagon, Engineer III, ESSD • Apple T. Reyes, AOIV, GSU • Ms. Jasmin F. Calzita, Head, PAU • (Other Personnel from the ESSD and GSU)
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2. There is **no registration fee**. Provision of snacks and lunch for two days for the general participants and the Board and Lodging expenses of the monitoring team will be arranged by the UNESCO, while the transportation within the region of the DepEd Education Facilities Division (EFD) Team, DepEd Central Office, shall be facilitated by the DepEd Regional Office VIII through the Education Support Services Division - Education Facilities Section (ESSD-EFS), chargeable against the DepEd Regional Office VIII Funds, subject to the usual accounting and auditing rules and regulations.

3. The participants are advised to observe health protocol in this kind of gathering considering the recent COVID-19 local measures.

4. Further, the PAU shall document the activity and promote the advocacy of the project.

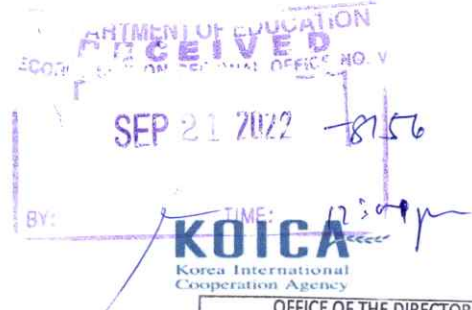
5. Immediate dissemination of and compliance with this Memorandum are desired.


EVELYN R. FETALVERO, CESO IV
 Regional Director



Enclosures: None
 References: As Stated
 To be indicated in the Perpetual Index under the following subjects:
ALS GIRLS EDUCATION PROGRAM INFRASTRUCTURE

CLMD-APC



Technical Evaluation and Review Meeting on the Construction of the Girls Education Centre

09 :30AM – 17 :00PM, 27 September 2022 (Tuesday)

Construction Site, DepEd Regional Office VIII Compound, Brgy Candahug, Palo, Leyte

9 :30AM -12 :00NN, 28 September 2022 (Wednesday)

The Oriental Leyte Hotel, Brgy. Baras, Palo, Leyte

INFORMATION NOTE

- Participants for the 3rd technical and review meeting are from UNESCO Jakarta Office and DepEd's Education Facilities Division together with DepEd Regional Office VIII's Representatives which are the following :

No	Names	Position
A	UNESCO Jakarta	
1	Dr. Mee Young Choi	Head of Education Unit
2	Mr. Remegio Alquitran	National Project Officer
3	Engr. Karen L. Roa	Project Construction Manager
4	Ms. Ade Kurnia	Project Assistant
B	DepED-Education Facilities Division	
1	Engr. Rommel Esplana	EFD Engineer
2	Engr. Gerald Sarabia	Structural Engineer
F	DepEd Regional Office VIII	
1	Dr. Evelyn Fetalvero	Regional Director
2	Dr. Bebiano Sentillas	Assistant Regional Director
3	Dr. Harvie Villamor	Chief, CLMD
4	Dr. Rosemarie Guino	Chief, ESSD
5	Mr. Alfredo Cafe	Regional ALS Focal Person, CLMD
6	Engr. Ryan L. Bagon	Regional Engineer, ESSD
7	Ms. Apple Reyes	Admin Officer, Administrative Division

- Arrival and departure of UNESCO Jakarta Office and DepEd's Education Facilities Division Teams

No	Names	Arrival Date/Time in Tacloban City	Departure from Tacloban City
A	UNESCO Jakarta		
1	Dr. Mee Young Choi	PR 1987Y 26SEP MNL-TAC ; 1530-1650	PR 1988Y 28SEP TAC-MNL;1730-1850
2	Ms. Ade Kurnia	PR 1987Y 26SEP MNL-TAC ; 1530-1650	PR 1988Y 28SEP TAC-MNL;1730-1850
B	DepED-Education Facilities Division		
1	Engr. Rommel Esplana	PR 1981Y 27SEP MNL-TAC ; 0630-0750	PR 1982Y 01OCT TAC-MNL; 0830 0950
2	Engr. Gerald Sarabia	PR 1981Y 27SEP MNL-TAC ; 0630-0750	PR 1986Y 28SEP TAC-MNL; 1320-1440

3. Accommodation (hotel) of the visitors/guests from UNESCO and DepEd Central Office (DepEd-EFD) in Tacloban City shall be taken care of the travelling visitors on their own by their respective offices/organizations.

4. Venue of the meetings :

For 27 September 2022 activity that includes briefing and orientation and actual site inspection of the on-going construction, the venue of the meeting will be at the VistaGreen Office for briefing and orientation and subsequent discussion meetings during the site inspection.

For 28 September 2022 meeting, the venue will be at The Oriental Leyte Hotel located in Brgy. Baras, Palo, Leyte close to DepEd Regional Office VIII Compound (about 10 mins ride) with an expected number of 20 participants for the meeting (see list of participants). During the meeting at The Oriental Leyte Hotel snacks will be served to the participants and the meeting is expected to be finished before lunch time in consideration for the departing visitors going back to Manila.

5. For the agenda of the meetings both for 27 September 2022 and 28 September 2022, please refer to the programme agenda of the 3rd technical evaluation and review of the GEC construction.
6. Morning snacks and afternoon snacks for the September 27, 2022 programme/activity at the site will be provided by VistaGreen to the participants.
7. Lunch for 27 September 2022 will be at the Ocho Restaurant in downtown Tacloban City arranged by UNESCO for the participants of the technical evaluation and review of the GEC construction.
8. Transport provision shall be arranged by the respective agencies/offices of the respective mission teams. UNESCO team will provide for their own transport courtesy of VistaGreen and for the DepEd-EFD team, this will be provided by DepEd Regional Office VIII.
9. The Technical and Review Meeting agenda is separately provided as reference to the participants which is also part of the concept note for the activity.
10. The site visit on September 27, 2022 will be carried out by DepEd-EFD and UNESCO teams accompanied by the Contractor of the GEC construction (VistaGreen Builders, Inc.) and DepEd R8-ALS Focal Person and Regional Engineer and other relevant persons in the construction of the building.

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The 3rd Technical Evaluation & Review Meeting on the Progress of the Construction of the Girls Education Centre

"Better Life for Out-of-School Girls to Fight Against Poverty and Injustice in the Philippines Project"

27-28 September 2022 | Tuesday & Wednesday

GEC Construction Site, DepEd Regional Office VIII Compound & The Oriental Leyte Hotel

Brgy. Candahug, Palo, Leyte | Brgy. Baras, Palo, Leyte

CONCEPT NOTE

1. Background

UNESCO supports the Philippine Government through the Department of Education in its Alternative Learning System (ALS) Programme with the implementation of the "Better Life for Out-of-School Girls to Fight Poverty and Injustice in the Philippines" Project with the overall goal of improving quality of life for girls living in poverty particularly supporting out-of-school girls registered in ALS for their further education opportunities or future job chances. The project is envisioned to contribute to the attainment of Sustainable Development Goals (SDG) in the Philippines, particularly SDG 4 with the generous financial assistance of the Korea International Cooperation Agency (KOICA).

One key component of the Project is the establishment of the Girls Education Centre (GEC) located inside the compound of DepEd Regional Office VIII-Eastern Visayas, Government Centre, Brgy. Candahug, Palo, Leyte. The GEC is expected to be a one-stop educational hub where out-of-school girl-learners will be able to avail holistic support and opportunities to improve their lives through continuing learning and lifeskills training under ALS programme targeting ALS learners of Tacloban City and its vicinity including Palo in Leyte as the project's pilot areas.

The construction of the Girls Education Centre, which was started in April 2021 from the ground-breaking ceremony and from thereon, is currently on-going. There were already two (2) technical evaluation and review of the progress of construction conducted, in March and July 2022 respectively, to monitor progress of the 25% and 50% physical completion of the construction.

A follow up monitoring and technical evaluation of the progress of the construction will be subsequently conducted to determine and confirm the 75% actual physical accomplishment of the construction on 27-28 September 2022. Together with UNESCO, the Department of Education through the Education Facilities Division's team and KOICA will carry out the technical evaluation with the Construction Contractor, VistaGreen, Inc. The technical evaluation and review of the progress of the construction will involve field ocular visit in the construction site to assess the physical accomplishment of the building and to be followed by a meeting to discuss the result and progress of the on-going construction work.

2. Objectives

The technical evaluation and review meeting aims to:

- 1) Check the progress of the on-going construction and determine the 75% level of the physical accomplishment of the building based on the construction workplan and schedule of the Contractor through field visit inspection and evaluation;
- 2) Specify and indicate observations, technical points based on quality of work following the quality assurance measures and recommendations formed and developed from the field inspection and visit of the technical experts;
- 3) Discuss the result of the field visit monitoring and progress check by the team involved and develop specific agreements in terms of carrying out recommended steps to be undertaken towards the completion of the physical building.

3. Outcomes

The expected outcomes from the meeting are:

- 1) Levelling off of understanding on the actual physical accomplishment of the construction of the GEC building with clear field/ground understanding of the situation in the construction site;
- 2) Monitoring the actual physical accomplishments against the expected deliverables of the contractor based on agreed timelines;
- 3) Verifying and certifying the completion of 75% accomplishment of the physical construction of the GEC building;
- 4) Addressing issues and challenges encountered by the contractor in the on-going construction activities as part of the review and evaluation of the progress.

4. Date and Venue

Date and Time : 27-28 September 2022 | Tuesday & Wednesday

Venue : GEC Construction Site, DepEd Regional Office VIII Compound, Brgy. Candahug, Palo, Leyte
The Oriental Leyte Hotel, Brgy. Baras, Palo, Leyte

5. Contact Person(s)

Mr. Remegio A. Alquitran, National Project Officer, UNESCO Jakarta; r.alquitran@unesco.org

Ms. Ade Kurnia, Project Assistant, UNESCO Jakarta, aa.kurnia@unesco.org

6. Participants

No	Names	Position
A	UNESCO Jakarta Office	
1	Dr. Mee Young Choi	Head of Education Unit
2	Mr. Remegio Alquitran	National Project Officer
3	Engr. Karen L. Roa	Project Construction Manager
4	Ms. Ade Kurnia	Project Assistant
B	Department of Education- Education Facilities Division	
1	Engr. Rommel Esplana	EFD Engineer
2	Engr. Gerald Sarabia	Structural Engineer
C	Department of Education- Regional Office VIII	
1	Dr. Evelyn Fetalvero	Regional Director
2	Dr. Bebiano Sentillas	Assistant Regional Director
3	Dr. Harvie Villamor	Chief, CLMD
4	Dr. Rosemarie Guino	Chief, ESSD
5	Mr. Alfredo Cafe	Regional ALS Focal Person, CLMD
6	Engr. Ryan L. Bagon	Regional Engineer, ESSD
7	Ms. Apple Reyes	Admin Officer, Administrative Division

E	VistaGreen Builders, Inc.	
1	Engr. Avito Opiniano	President
2	Engr. Dana Gabriola	Project Manager
3	Engr. Geniel Letran	Project Engineer
4	Engr. Jesusa B Ponferrada	Site Office Engineer
5	Engr. Ma Gina Lasaca	Engineer
6	Engr. Bj Abrahan	Electrical Engineer

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The 3rd Technical Evaluation & Review Meeting on the Progress of the Construction of the Girls Education Centre

"Better Life for Out-of-School Girls to Fight Against Poverty and Injustice in the Philippines Project"

27-28 September 2022 | Tuesday & Wednesday

GEC Construction Site, DepEd Regional Office VIII Compound, Brgy. Candahug, Palo, Leyte

The Oriental Leyte Hotel, Brgy. Baras, Palo, Leyte

PROGRAMME AGENDA

Time	Session	In-Charge/Responsible
DAY 1: Tuesday, 27 September 2022 – Construction Site Visit VistaGreen Office		
09:30 – 10:30	Briefing and Orientation Meeting	Engr. Karen Roa, UNESCO Construction Project Manager VistaGreen Team
10:30 – 12:00	Field Evaluation and Progress Check at the GEC Construction Site	DepEd-EFD Team and VistaGreen Team
12:00 – 14:00	Lunch Break Ocho Restaurant, Tacloban City	Participants
14:00 – 16:00	Continuation: Field Evaluation and Progress Check at the GEC Construction Site	DepEd-EFD and VistaGreen
16:00 – 17:00	Debriefing	DepEd-EFD Team

DAY 2: Wednesday, 28 September 2022 – Technical Review & Evaluation Meeting The Oriental Leyte Hotel		
Session 1: Welcoming and Key Remarks		
09:30 – 09:40	Introduction of Meeting Participants and Acknowledgment	Mr. Remegio Alquitran, National Project Officer, UNESCO
09:40 – 10:45	Welcoming remarks	Dr Evelyn Fetalvero, Regional Director, DepEd Regional Office VIII
10:45 – 10:50	Brief Remarks	Dr. Mee Young Choi, Head of Education Unit, UNESCO Jakarta
Session 2: Reporting on Technical Evaluation Results The Oriental Hotel Leyte		
10:50 – 11:00	Objective of the Meeting	Mr. Remegio Alquitran, National Project Officer, UNESCO
11:00 – 11:30	Report on the Result of the Monitoring and Evaluation of the Team	Engr. Rommel Esplana DepEd-EFD Team
11:30 – 11:40	Comments & Remarks from DepEd Regional Office	DepEd Regional Office VIII Staff/Representative
11:40 – 11:50	Comments and Remarks from VistaGreen	VistaGreen Staff/Representative
11:50 – 12:00	Discussions and sharing	Participants
12:00 – 12:10	Closing Remarks	Dr. Bebiano Sentillas Assistant Regional Office, DepEd Regional Office VIII Dr. Mee Young Choi, Head of Education Unit, UNESCO

MC: Mr Remegio Alquitran, National Project Officer, UNESCO Jakarta

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Dr Evelyn Fetalvero, CESO IV
Regional Director
Department of Education Regional
Office VIII
Government Centre
Brgy. Candahug, Palo, Leyte

19 September 2022

UNESCO Office, Jakarta
Regional Science Bureau for Asia and the Pacific
Cluster Office for Brunei Darussalam, Indonesia, Malaysia, Philippines, and
Timor-Leste

Ref. JAK/ED/L/22/498

Subject: Invitation Letter for the 3rd Technical Evaluation and Review Meeting of the
Construction of the Girls Education Centre, 27-28 September 2022

Dear RD Evelyn Fetalvero,

UNESCO presents its compliments to the Department of Education through the DepEd Regional Office VIII and has the honour to emphasize our strong commitment to continued cooperation and partnership on mutual interest to attain the goal for quality education and lifelong learning and the Sustainable Development Goals (SDGs).

As the construction of the Girls Education Centre (GEC) is on-going through the continuing work of our engaged Contractor, VistaGreen Builders, Inc. under contract with UNESCO, a monitoring and technical evaluation of the progress of the construction shall be undertaken again to evaluate further the actual physical accomplishment of the construction at 75%. The evaluation will be conducted together with UNESCO and DepEd through the Education Facilities Division's team as technical team support in the construction of GEC.

In this regard, we are cordially inviting you and your team related to the project, to The 3rd Technical Evaluation and Review Meeting of the Progress of the Construction of the GEC to be held on 27-28 September 2022 at the GEC Construction Site in DepEd Regional Office VIII Compound for field inspection and at The Oriental Hotel Leyte in Brgy. Baras, Palo, Leyte for the meetings. We attach the concept note that includes list of meeting participants and programme agenda for your reference.

We look forward for the confirmation of you and your team availability. Should you have further clarification regarding this matter, our colleague, Mr. Remegio Alquitran (r.alquitran@unesco.org), will be available to assist you.

Once again, we greatly appreciate DepEd's continued partnership with UNESCO and its unwavering commitment to support the Better Life for Out-of-School Girls to Fight Against Poverty and Injustice in the Philippines Project in achieving SDG 4 - Quality Education.

Yours sincerely,



Mohamed Djelid
Director and Representative

Enclosure:

1. Concept Note, List of Participants and Programme Agenda
2. Meeting Information Note