



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

August 3, 2023

REGIONAL MEMORANDUM

No. **816**, s. 2023

**BI-ANNUAL WORKSHOP AND REGIONAL COORDINATION MEETING
OF ALL INFRASTRUCTURE IMPLEMENTED PROJECTS IN
SCHOOL DIVISION OFFICES**

To: Schools Division Superintendents
Area Manager-DepEd Region VIII
Regional and Division Engineers
Division Project Engineers
All Others Concerned

1. Pursuant to the thrust of the Education Facilities Section (EFS) of providing relevant and appropriate technical assistance to School Division Offices, this Office, through the Regional Engineer at the Education Support System Division (ESSD)-Education Facilities Section (EFS) and in collaboration with the Division Engineers, shall conduct a **Bi-Annual Workshop and Regional Coordination Meeting of all the Infrastructure Implemented Projects in School Division Offices on August 9-11, 2023**, inclusive of travel time of the participant and for the venue to be announced later.
2. The workshop activity aims to:
 - a. monitor and validate the Program and Project status based on the submitted accomplishment from the School Division Offices.
 - b. C.Y. 2024 Budget Proposal for All Infrastructure Programs and Projects Implementations Ready Deliverables.
 - c. EFD Central Office concern and other matters.
 - d. discussion on the submission of the accomplishment report based on Google Drive and the regional consolidation report.
 - e. other issues and concerns.
3. All the School Division Superintendents shall ensure that all the above-cited Programs and Projects are regularly monitored using the prescribed monitoring tool and shall likewise submit the consolidated report of the monitoring activity every 25th Day of the Month to <http://bitly.ws/tPp7> for regional consolidation. Furthermore, failure to submit the monitoring tool on the above deadline the Division Engineer shall submit an explanation or justification letter for the non-submission of reports.



4. Travel and other incidental expenses incurred relative to the event shall be charged against Local Funds or any available funds, subject to the usual accounting and auditing rules and regulations.
5. Immediate dissemination of and strict compliance with this Memorandum is desired.

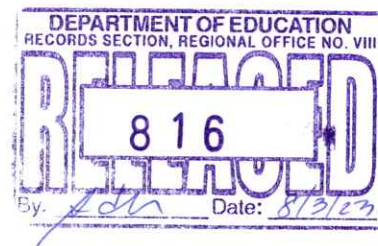

EVELYN R. FETALVERO, CESO IV
Regional Director

Enclosures: None

References: None

To be indicated in the Perpetual Index under the following subjects:
EFS MONITORING AND WORKSHOP

ESSD-EFS-RJB



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