November 3, 2026

REGIONAL MEMORANDUM
No. 1506 s. 2026

REGIONAL EDUCATION FACILITIES SITE INSPECTION AND MONITORING OF THE COMPLETED AND ONGOING CONSTRUCTION PROJECTS OF ALL INFRASTRUCTURE PROJECTS

To: School Division Superintendents
Division Engineers
School Heads
All Other Concerned

1. Pursuant to the thrust of the Department, through the Education Facilities Section (EFS), of providing relevant and appropriate technical assistance to School Division Offices, this Office, through the Education Support Services Division - Education Facilities Section (ESSD-EFS), shall conduct a Regional Monitoring and Validation of the Completed and On-going Constructions of all Infrastructure Projects across the Region from November 2026 to March 2027.

2. This activity aims to:

a) to assess the physical progress of the infrastructure projects in comparison to the accomplishment status reported;
b) to validate the workmanship and ensure conformity to the Plan, Standard and Specifications;
c) to identify and document implementation issues and constraints encountered at the project sites and recommend and appropriate corrective actions, if necessary; and
d) to provide technical assistance to ensure the effective and efficient implementation of projects when required.

3. The ESSD-EFS monitoring team, in coordination with the Schools Division EFS team, must set and agree on schedule and specific projects for monitoring and submit reports thereafter.

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 are desired.

SALUSTIANO T. JIMENEZ JD, EdD, CESO III
Regional Director

DEPARTMENT OF EDU
1506
11.16.26

Enclosures: None
References: None
To be indicated in the Perpetual Index under the following subjects:

EFS MONITORING VALIDATION

ESSD-RJB

BASIC EDUCATION FACILITIES INSPECTION REPORT

Project Title: _____
Date of Inspection: _____
Location/Site: _____

I. Please check the appropriate BEFF Program

___New Construction of Building	___Electrification	_____Library Hub Building
_____ Repair of Class Room	_____Gabaldon	_____ SPED Center Building/
_____ School Furniture	_____School Health Facilities	ILRCs Building
_____ Last Mile School (LMS) Building	_____School Furniture	
_____ Quick Response Fund (QRF)	_____Water and Sanitation Facilities	_____Others

II. PURPOSE OF INSPECTION

.

III. SCOPE OF INSPECTION

IV. FINDINGS AND OBSERVATIONS

Findings/Observations	Remarks

V. RECOMMENDATIONS

VI. PHOTOS

Inspected By:

XXXXXXXXXXXXXXXXXXXXXXXX
Technical Assistant IV

XXXXXXXXXXXXXXXXXXXX
Technical Assistant IV

Concurred By:

XXXXXXXXXXXXXXXXXXXXX
Regional Engineer

Conforme:

XXXXXXXXXXXXXXXXXXXXXXX
SDO Personnel / Representative

Noted By:

XXXXXXXXXXXXXXXXXXXXXXXX
ESSD, Chief

Approved:

XXXXXXXXXXXXXXXXXXXXXXXX
Regional Director