



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

July 13, 2022

OFFICE MEMORANDUM

No. **386**, s. 2022

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

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

1. In reference to the official communication from the Director and Representative of the United Nations Educational, Scientific and Cultural Organization (UNESCO) dated July 5, 2022 requesting our participation and assistance during the **Second Site Visit and Technical Evaluation and Review Meeting** on July 27, 2022 and July 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
July 27, 2022 (9:00 am -10:00 am) Mess Hall, DepEd RO8 Compound	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)
July 27, 2022 (10:00 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 • Ryan Jay L. Bagon, Engineer III, ESSD • (Other Personnel from the ESSD and GSU)
July 27, 2022 (4:00 pm - 5:00 pm) PMO, VistaGreen BI	Debriefing	



<p>July 28, 2022 RELC, Training Hall – 1, DepEd RO8 Compound (9:30 am - 1:00 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: As stated
 References: As Stated
 To be indicated in the Perpetual Index under the following subjects:
ALS CURRICULUM TRAINING



CLMD-APC

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

05 July 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/22/0336

Subject: Invitation Letter for the 2nd Technical Evaluation and Review Meeting of the
Construction of the Girls Education Centre, 27-28 July 2022

Dear Dr. 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 the contract with UNESCO, a monitoring and technical evaluation of the progress of the construction shall be undertaken in order to determine and confirm further the actual accomplishment of the construction up to the present period.


In this regard, we are cordially inviting you and your team, related to the project, to The 2nd Technical Evaluation and Review Meeting of the Progress of the Construction of the GEC to be held on 27-28 July 2022 in GEC Construction Site & NEAP Training Hall at the DepEd Regional Office VIII Compound in Brgy. Candahug, Palo, Leyte.

Together with UNESCO, KOICA and DepEd through the Education Facilities Division's team, as technical team support in the construction of GEC, an actual site visit to the location of the construction on 27 July 2022 shall be undertaken followed by an evaluation and review meeting with the construction contractor on 28 July 2022. We attach the concept note that includes the meeting agenda and list of participants for your reference.

We look forward for the confirmation of your availability and should you have further clarification regarding this meeting, 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 and Meeting Agenda
2. Meeting Information Note



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

09 :00AM – 17 :00PM, 27 July 2022
Construction Site Location, DepEd Regional Office VIII Compound
9 :30AM -13 :00PM, 28 July 2022, Thursday
Training Hall, NEAP, DepEd Regional Office VIII Compound
Brgy. Candahug, Palo, Leyte

INFORMATION NOTE

- Participants of the technical and review meeting from UNESCO Jakarta Office, KOICA and DepEd's Education Facilities Division are :

No	Names	Position
A	UNESCO Jakarta	
1	Dr. Mee Young Choi	Head of Education Unit
2	Mr. Remegio Alquitrán	National Project Officer
3	Engr. Karen L. Roa	Project Construction Manager
4	Ms. Ade Kurnia	Project Assistant
B	DepED-Education Facilities Division	
1	Engr. Annabelle Pangan	Chief of Division, EFD
2	Engr. Rommel Esplana	EFD Engineer
3	Engr. Gerald Sarabia	Structural Engineer
4	Engr. Junred Tambis	Sanitary Engineer
F	KOICA Philippine Office	
1	Mr. Kim Eunsub	Country Director
2	Ms. Sue Kim	Project Coordinator
3	Mr. Lee Deuk Seong	Construction Manager
4	Ms. Andrea Conopio	Programme Officer

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

No	Names	Arrival Date/Time in Tacloban City	Departure from Tacloban City
A	UNESCO Jakarta		
1	Dr. Mee Young Choi	TBC	TBC
4	Ms. Ade Kurnia	TBC	TBC
B	DepED-Education Facilities Division		
1	Engr. Annabelle Pangan	TBC	TBC
2	Engr. Rommel Esplana	TBC	TBC
3	Engr. Gerald Sarabia	TBC	TBC
4	Engr. Junred Tambis	TBC	TBC
F	KOICA Philippine Office		
1	Mr. Kim Eunsub	TBC	TBC
2	Ms. Sue Kim	TBC	TBC
3	Mr. Lee Deuk Seong	TBC	TBC
4	Ms. Andrea Conopio	TBC	TBC

TBC : To Be Confirmed

3. Accommodation (board & lodging) of the visitors from UNESCO, KOICA and DepEd Central Office (EFD) in Tacloban City shall be taken care of the travelling visitors on their own by their respective offices.
4. Venue of the meeting/meeting room shall be provided and arranged by DepEd Regional Office VIII that can accommodate a maximum of 25 meeting participants.
5. Snacks (including water and juices) in the morning and 1 lunch shall be provided to meeting participants and the cost shall be shouldered by UNESCO during the Technical Evaluation and Review Meeting of 28 July 2022. DepEd Regional Office VIII meanwhile shall assist UNESCO in arranging for catering services for snacks and lunch during the meeting. The cost will be charged to UNESCO.
6. Transport provision shall be arranged by the respective agencies/offices of the respective mission teams. UNESCO will provide for their own transport and likewise with KOICA. DepEd-EFD team shall be provided with transport by DepEd Region VIII.
7. The Technical and Review Meeting agenda is separately provided as reference to the participants which is part of the concept note for the activity.
8. The site visit on July 27, 2022 will be carried out by DepEd-EFD, UNESCO and KOICA 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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2nd 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 July 2022 | Wednesday & Thursday

**GEC Construction Site & NEAP Training Hall, DepEd Regional Office VIII Compound
Barangay Candahug, 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 in 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. This 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.

In April 2021, the construction of the Girls Education Centre has commenced with the official ground-breaking ceremony and thereafter actual construction and is currently on-going. A slight delay was encountered in the construction due to the revision of the foundational structure of the building as a response to the significant challenge of a weak soil condition at the rear side of the GEC building site from the result of the joint-sectional survey conducted of the site. With the final revision of the foundational structural design completed, the construction activities resumed in October 2021.

Under the contract of VistaGreen, the engaged building contractor for the GEC, a monitoring and technical evaluation of the progress of the construction of the GEC building was undertaken to determine and confirm the 25% actual physical accomplishment of the construction on 17 March 2022. The second technical evaluation is planned for the month of July 2022 to further confirm and determine the 50% accomplishment of the physical construction of the building. Together with UNESCO, the Department of Education through the Education Facilities Division's team and KOICA, a monitoring and technical evaluation of the progress of the on-going construction will be carried out again. This task will involve field visit to the construction site and undertake actual physical check of the progress to be followed by a review and evaluation 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 50% 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 50% 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. Key Participants

No	Names	Position	Remarks
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. Annabelle Pangan	Chief of Division, EFD	
2	Engr. Rommel Esplana	EFD Engineer	
3	Engr. Gerald Sarabia	Structural Engineer	
4	Engr. Junred Tambis	Sanitary 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	OIC of the ESSD or its Representative	Chief, ESSD	
5	Mr. Alfred 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	
F KOICA Philippine Office			
1	Mr. Kim Eunsub	Country Director	
2	Ms. Sue Kim	Project Coordinator	
3	Mr. Lee Deuk Seong	Construction Manager	
4	Ms. Andrea Conopio	Programme Officer	

A total of 25 participants are expected to attend the meeting for the review and evaluation of the status of the on-going construction of the GEC building.

5. Date and Venue

Date and Time : 27-28 July 2022 | Wednesday & Thursday
Venue : GEC Construction Site, DepEd Regional Office VIII Compound
NEAP Training Hall, DepEd Regional Office VIII Compound
Brgy. Candahug, Palo, Leyte

6. 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

7. Agenda

Time	Session	In-Charge/Responsible
DAY 1: Wednesday, 27 July 2022 – Construction Site Visit		
09:00 – 10:00	Briefing and Orientation Meeting	Engr. Karen Roa , UNESCO Construction Project Manager VistaGreen Team
10:00 – 12:00	Field Work in the Construction Location - Progress Check and Evaluation	DepEd-EFD Team and VistaGreen Team
12:00 – 14:00	Lunch Break	Participants
14:00 – 16:00	Continuation: Field Work in the Construction Site	DepEd-EFD and VistaGreen
16:00 – 17:00	Debriefing	DepEd-EFD Team

DAY 2: Thursday, 28 July 2022 – Technical Review & Evaluation Meeting		
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 – 09:45	Welcoming remarks	Dr Evelyn Fetalvero , Regional Director, DepEd Regional Office VIII
09:45 – 09:50	Brief Remarks	Mr. Kim Eunsub , Country Director, KOICA Philippine Office
09:45 – 09:50	Brief Remarks	Dr. Mee Young Choi , Head of Education Unit, UNESCO Jakarta
Session 2: Reporting on Technical Evaluation Results		
09:50 – 09:55	Objective of the Meeting	Mr. Remegio Alquitran , National Project Officer, UNESCO
09:55 – 10:15	Report on the Result of the monitoring and evaluation of the accomplishment of the on-going construction	Engr. Annabelle Pangan DepEd-EFD Team
10:15 – 10:20	Comments & Remarks from DepEd Regional Office	DepEd Regional Office VIII Staff/Representative
10:20 – 10:25	Comments & Remarks from VistaGreen	VistaGreen Builders, Inc. Staff/Representatives
10:25 – 10:30	Comments and Remarks from KOICA	KOICA Team Staff/Representatives
10:30 – 10:50	Discussions and Sharing	Participants
10:50 – 11:00	Closing Remarks	Dr Bebiano Sentillas , Assistant Regional Director, DepEd Regional Office VIII Mr. Kim Eunsub , Country Director, KOICA Philippine Office Dr Mee Young Choi , Head of Education Unit, UNESCO Jakarta
11:00 – 13:00	Lunch	Participants

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

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