



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

August 10, 2022

**REGIONAL MEMORANDUM**

No. **891** s. 2022

**REGIONAL MONITORING OF ALL INFRASTRUCTURE IMPLEMENTED  
 PROJECTS IN SCHOOLS DIVISION OFFICES FOR FY 2022**

To: Schools Division Superintendents  
 Regional and Division Engineers  
 School Heads  
 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 Services Division (ESSD)-Education Facilities Section (EFS) and in collaboration with the Division Engineers shall conduct a Regional Monitoring and Validation of all the Infrastructure Implemented Projects in School Division Offices for Fiscal Year 2022.
2. The monitoring activity aims to:
  - a. monitor and validate the quality of the Program and Project based on the submitted accomplishment from the School Division Offices.
  - b. check the quality by which schools divisions monitor contractor's compliance of set standards based on their key inspection point reports and ocular visits.
  - c. recommend changes in program of works as needed
  - d. inspect and recommend acceptance of completed projects in the regional office.
3. The schedules of the said stipulated on the table below:

TARGET MONTH	SCHOOL DIVISION OFFICE
August 2022	Biliran, Samar, and Tacloban City
September 2022	Ormoc City and Baybay City
October 2022	Leyte, Maasin, and Southern Leyte
November 2022	Catbalogan City, Calbayog City, and Northern Samar
December 2022	Borongan City and Eastern Samar



4. Moreover, the Schools Division Office Engineers shall prepare the duly accomplished Program of Works (POW's) and other related documents before the conduct of the monitoring and inspection of division implemented infrastructure projects.
5. All the School Division Superintendents shall ensure that all the above-cited Program and Projects are regularly monitored using the prescribed monitoring tool and shall likewise submit the consolidated report of the monitoring activity every 20<sup>th</sup> day of the month to the [essd.region8@deped.gov.ph](mailto:essd.region8@deped.gov.ph) and [ryanjay.bagon@deped.gov.ph](mailto:ryanjay.bagon@deped.gov.ph) 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.
6. 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 regulation.
7. Immediate dissemination of and strict compliance with this Memorandum are 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 INSPECTION

ESSD-EFS- RJB

