



Republic of the Philippines
Department Of Education
 Region XI
Schools Division of Panabo

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

SGOD-2024-0612

To : **ENGR. ERIC S. VALENCIA**
Division Engineer

Subject: **ATTENDANCE TO THE COORDINATION MEETING FOR THE FORMULATION OF CLASSROOM MASTERPLAN AND MASTER LIST FOR THE SCHOOLS CONSTRUCTION AND REPAIRS**

Date : November 20, 2024

Attached is the Regional Memorandum (ESSD-2024-517), with above-stated subject.

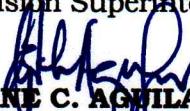
With this, you are hereby advised to attend the said activity on November 24-26, 2024 at the venue to be communicated in a separate issuance.

Travel and incidental expenses incurred to this activity are chargeable against Division MOOE/Program Support Funds (EAO) funds subject to the usual accounting and auditing rules and regulations.

For your information and strict compliance.

JINKY B. FIRMAN, PhD, CESO VI
Schools Division Superintendent

For and in the absence of the
 Schools Division Superintendent


DJHOANE C. AGUILAR
Education Program Supervisor

RELEASED

Enclosed.: As stated.

SGOD/EFD/esv

NOV 22 2024

RECORDS SECTION-EDO PANABO CITY
 BY 



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 City Hall Drive, Brgy. JP Laurel, Km 31, Panabo City
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Republic of the Philippines
Department of Education
DAVAO REGION

+2025

November 18, 2024

REGIONAL MEMORANDUM
ESSD-2024-517

**ATTENDANCE TO THE COORDINATION MEETING FOR THE FORMULATION
OF CLASSROOM MASTERPLAN AND MASTER LIST FOR THE SCHOOLS
CONSTRUCTION AND REPAIRS**

To: Schools Division Superintendents

1. Enclose herewith is Memorandum DM-OUHROD-2024-2276 on the above-captioned subject on November 24-26, 2024 (inclusive of travel time) at DepEd Ecotech Center, Lahug, Cebu City.
2. Participants to the coordination meeting are the Regional Directors, Schools Division Superintendents, Regional and Division Engineers and/or DepEd Project Engineers (COS).
3. Travelling expenses shall be charged against local funds subject to the usual government accounting rules and regulations.
4. For information and guidance.

ALLAN G. FARNAZO
Director IV

By the Authority of the Regional Director

Encl.: As stated
ROE/rpa

DEPARTMENT OF EDUCATION RUA
RECORDS SECTION
RELEASED

REBONFAMIL R. BAGUIO

Director III 19 NOV 2024



Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM

DM-OUHROD-2024-2276

TO : **REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS
REGIONAL AND DIVISION ENGINEERS
All Others Concerned**

FROM : **WILFREDO E. CABRAL
Undersecretary
Human Resource and Organizational Development**

SUBJECT : **CONDUCT OF COORDINATION MEETING FOR THE FORMULATION OF CLASSROOM MASTERPLAN AND MASTER LIST FOR THE SCHOOLS CONSTRUCTION AND REPAIRS**

DATE : NOVEMBER 15, 2024

The Department of Education (DepEd) and the Department of Public Works and Highways (DPWH) issued Joint Memorandum Circular (JMC) No. 1, s. 2024, titled *Formulation of a Classroom Masterplan and Master List for the Schools Construction and Repairs*, dated September 27, 2024. The JMC directs DepEd Regional Directors, Schools Division Superintendents, and DPWH Engineers to jointly formulate and develop a masterplan for school infrastructure projects.

To guide the relevant officials in formulating their respective masterplans, the Office of the Undersecretary for Human Resource and Organizational Development, through the Education Facilities Division, will conduct a **coordination meeting on November 24-26, 2024 (inclusive of travel time)** at the **DepEd Ecotech Center, Cebu City**. The first meal to be served will be dinner on November 24, 2024, and the last meal on November 26, 2024, will be breakfast.

The participants in this activity include Regional Directors, Schools Division Superintendents, and Regional and Division Engineers. Attached as Annex A is the number of participants per region, and Annex B contains the indicative program.

Should you have any questions or concerns regarding the above-mentioned subject, you may contact the **Education Facilities Division** at 8638-7110 or email at 8638-7110.

For information and reference.



**Coordination Meeting on the Formulation of Classroom Masterplan for New Classroom Construction, Repairs
and other School Infrastructure Projects**

Venue:

Inclusive Dates:

DepEd Ecotech Center, Cebu City
November 24-26, 2024

Region	REGION		DIVISION		TOTAL
	Regional Director	Regional Engineer	Schools Division Superintendent	Division Engineer	
Region I	1	1	8	8	18
Region II	1	1	5	5	12
Region III	1	1	14	14	30
Region IVA	1	1	18	18	38
NCR	1	1	15	15	32
CAR	1	1	8	8	18
Region IVB	1	1	7	7	16
Region V	1	1	12	12	26
Region VI	1	1	18	18	38
Region VII	1	1	14	14	30
Region VIII	1	1	10	10	22
Region IX	1	1	8	8	18
Region X	1	1	10	10	22
Region XI	1	1	10	10	22
Region XII	1	1	9	9	20
CARAGA	1	1	9	9	20
TOTAL	16	16	175	175	382
OSEC/OUHROD/EFD					28
TOTAL					28
GRAND TOTAL					410

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Coordination Meeting on the Formulation of Classroom Masterplan for New Classroom Construction, Repairs and other School Infrastructure Projects

DepEd Ecotech Center, Cebu City
November 24-26, 2024

*******Tentative Program of Activities*******

Date (2024)	Time	Activity	Speakers/Facilitators	Meals
24-Nov	8:00 AM - 3:00 PM	TRAVEL TIME	Secretariat	DINNER
	3:00 PM - 6:00 PM	REGISTRATION		
25-Nov	8:00 AM - 8:30 AM	REGISTRATION	Secretariat	BREAKFAST, AM/PM SNACKS, LUNCH, DINNER
	8:30 AM - 9:30 AM	PRELIMINARIES:		
		Doxology, National Anthem	Emcee	
		Introduction of Participants	Emcee	
		Opening and Welcoming Remarks	SALUSTIANO T. JIMENEZ JD., EdD, CESO III Regional Director, DepEd Region VII	
	9:30 AM - 10:00 AM	Objective Setting & Discussion of the Agenda	WILFREDO E. CABRAL Undersecretary, HROD	
	10:00 AM - 10:30 AM	Presentation of the Masterplan Outline and Masterlist Template	ENGR. MARJORIE H. TIBURCIO Officer-In-Charge, EFD	
	10:30 AM - 11:30 AM	OPEN FORUM		
	11:30 AM - 11:45 AM	Break-out Session Mechanics	Area Managers	
	12:00NN - 1:00 PM	LUNCH		
26-Nov	1:00 PM - 4:30 PM	Break-out Session per Region	Area Managers	BREAKFAST
	4:30 PM - 5:30 PM	Presentation of Output		
26-Nov	8:00 AM - 5:00 PM	TRAVEL TIME		BREAKFAST