



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF PANABO CITY



Office of the Schools Division Superintendent

DIVISION MEMORANDUM

OSDS-2025-0110

To : Assistant Schools Division Superintendent/BAC Committee Chair
Chief Education Supervisor, Schools Governance Operations Division
Chief Education Supervisor, Curriculum Implementation Division
All Bids and Awards Committee Regular and Alternate Members
All concerned

Subject: **DAILY MONITORING AND REPORTING ON THE ALS BUILDING PROJECT**

Date: August 11, 2025

In the interest of ensuring the timely and quality completion of the ALS Building Project, you are hereby directed to conduct a daily on-site monitoring of the said project from **August 11 to August 22, 2025**.

KEREN T. LUMA	EPS/BAC Member	Shall conduct on-site monitoring and coordinate directly with the contractor and project personnel regarding the daily progress of works.
ENGR. ERIC S. VALENCIA	Engineer III	Shall conduct the technical monitoring and prepare a <i>Daily Progress Report</i> addressed to the Schools Division Superintendent.

The report must be submitted at the end of each working day within the monitoring period. Strict compliance with this directive is expected.

Travel, incidental, and other allowable expenses incurred relative to this activity is chargeable against Division MOOE funds subject to the usual accounting and auditing rules and regulations.

For your information and compliance

JINKY B. FIRMAN PhD, CESO VI
Schools Division Superintendent

RELEASED

AUG 11 2025



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BY: