



Tanggapan ng Kalihim
Office of the Secretary

DEC 28 2004

DepED MEMORANDUM
No. 479, s. 2004

ORIENTATION SEMINAR-WORKSHOPS FOR IMPLEMENTORS OF PRINCIPAL-LED
SCHOOL BUILDING PROGRAM, SEMP SBP 2004

To: Regional Directors
Schools Division/City Superintendents
Heads, Elementary and Secondary Schools
All Others Concerned

1. In line with the implementation of the Principal-Led SBP for CY 2004, the Physical Facilities and Schools Engineering Division (PFSED) will conduct orientation seminar-workshops for the 6th Batch of Implementors. Specifically, the seminar aims to orient the participants on the Principal-Led SBP implementation which includes procurement and contract monitoring; finalize proposed program of works and procurement schedule; and discuss the guidelines on acceptance on the delivery of school furniture, monitoring of DPWH-Constructed SBP and SBRMS Projects, Brigada Eskwela and Heritage School Building Program. The workshop will also provide the opportunity for the Principals, Project Engineers and other Implementors to jointly plan out the implementation activities.
2. Participants are School Heads, Schools Superintendents, Regional/Division Physical Facilities Coordinators, Regional/Division/School Accountants and OSEC/PFSED staff who will be involved in the implementation of Principal-Led SBP 2004.
3. The workshop shall be a two (2)-day activity (excluding travel time) for four (4) batches as follows:

Batch	Group	Date (2005)	Venue
1	Luzon-Batch I Regions I, II and III	January 18-21	La Union
2	Luzon-Batch II NCR, Regions IV-A, IV-B and V	February 15-18	Legazpi City
3	Visayas Regions VI, VII and VIII	March 1-4	Bohol
4	Mindanao Regions IX, X, XI, XII, CARAGA and ARMM	March 15-18	General Santos

4. The Regional/Division Offices, using the enclosed form, shall submit the List of Participants to the TFEAM Office via fax number (02) 637-6464 or e-mail at tfeam@yahoo.com on the following dates:

Region	Deadline
Luzon-Batch I (Regions I, II and III)	January 10, 2005
Luzon-Batch II (NCR, Regions IV-A, IV-B and V)	February 7, 2005
Visayas (Regions VI, VII and VIII)	February 21, 2005
Mindanao (Regions IX, X, XII, CARAGA and ARMM)	March 7, 2005

Accomplished registration forms shall be deemed as confirmation of attendance of the participant/s.

5. Transportation and travelling expenses of the participants shall be charged against local funds. Disbursements shall be subject to the usual government accounting rules and regulations.

6. For further details, please contact Engr. Oliver R. Hernandez, Chief, PFSED, DepED Central Office, Meralco Avenue, Pasig City at tel. nos. (02) 638-4108 or (02) 638-4044.

7. Immediate and wide dissemination of this Memorandum is desired.


FLORENCIO B. ABAD
Secretary

Encl.: As stated

Reference: DepED Memorandum: No. 272, s. 2004

Allotment: 1—(D.O. 50-97)

To be indicated in the Perpetual Index
under the following subjects:

SEMINARS
SCHOOLBUILDING
PROGRAMS
WORKSHOPS

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SCHOOL BUILDING PROGRAM , SEMP SBP 2004**

LIST OF PARTICIPANTS

- () Batch 1: Luzon Group A
 () Batch 2: Luzon Group B
 () Batch 3: Visayas
 () Batch 4: Mindanao

Region: _____

Division: _____

No.	Position	Name of Participant	Nickname	Sex	Office Address	Office Tel./Cellphone No.	E-mail
1	Regional PFC						
2	Regional Accountant						
3	Superintendent						
4	Division PFC						
5	Division Accountant						
6	School Accountant						
7	School Head of: (name of recipient school/s)						

IMPORTANT: This form should be submitted to PFCSED on or before the date of deadline, via telefax nos. (02)637-64-64 or email: team@yahoo.com

