



Office of the Secretary

NOV 17 2006

DepED MEMORANDUM

No. 404, s. 2006

2ND NATIONAL CONVENTION OF PHYSICAL FACILITIES COORDINATORS
AND DEPED PROJECT ENGINEERS

To: Regional Directors
Schools Division/City Superintendents

1. The Physical Facilities and Schools Engineering Division (PFSED) is currently implementing various programs and projects which include the following:

- a. CY 2005 DepED-led School Building Program (Php1.0B)
- b. CY 2004-2005 10% Unallocated Portion of the SBP
- c. CY 2006 Principal-led School Building Program (PhP1.0B)
- d. School-based Repair and Maintenance Scheme (SBRMS)
- e. Schools Water and Electrical Facilities Assessment Project (SWEFAP)
- f. Assessment of School Buildings' Structural Integrity and Stability (ASSIST)
- g. Repair/Rehabilitation of Typhoon Damaged School Buildings
- h. Conduct of Nationwide School Mapping Exercise
- i. Project Related to Disaster Preparedness
- j. Status of School Furniture Procurement and Delivery

2. The successful outcomes of these projects require the regular coordination with the Physical Facilities Coordinators (PFCs) of the different divisions and regions with the assistance of the DepED Project Engineers (DPEs).

3. Since PFCs and DPEs play a vital role in the implementation of the aforementioned projects it is necessary that they should be updated on the latest policies and guidelines.

4. In this regard, the PFSED will conduct a **Three-Day National Convention of Physical Facilities Coordinators and DepED Project Engineers** on December 11-13, 2006 at Teachers Camp, Baguio City.

5. The objectives of the activity are to:

- a. discuss the latest status of the different projects and other issues and concerns that is affecting its smooth implementation and completion;
- b. update the participants with the latest guidelines and management policies relative to the implementation of the projects; and
- c. prepare an action plan for CY 2007.

6. The participants to this convention are Physical Facilities Coordinators of the different divisions and regional offices and DepED Project Engineers assigned at the different divisions. Enclosed is the program of activities.

7. Expected outputs for the activity shall include an action plan for the fulfillment of the projects together with a time-table of implementation relevant activities, and Action Plan for CY 2007 and awareness of participants on latest policies and guidelines on project implementation.

8. A registration of Two Thousand Pesos (PhP2,000.00) shall be charged each participant. This will be used to augment expenses for accommodation and meals (from dinner of Day 0 until breakfast of Day 4), seminar kits, reproduction of modules, certificates and honoraria of speakers and facilitators. Participants shall charge their registration fee, transportation and other expenses against School Building Monitoring Funds or at any local funds subject to the usual accounting and auditing rules and regulations.

9. The accomplished Confirmation Slip (copy enclosed) must be submitted ten (10) days before the convention to PFSED at tel. no. (02) 638-4108, 638-4044 and telefax no. 633-7263.

10. Immediate dissemination of this Memorandum is desired.

U-A, U-...
A.: **JESLI A. LAPUS**
Secretary

Encl.:

As stated

Reference:

Allotment: 1—(D.O. 50-97)

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

CONVENTION
OFFICIALS
SCHOOLBUILDING

Made/PESED
11-07-06



Department of Education
Office of the Planning Service
Physical Facilities and Schools Engineering Division



2ND NATIONAL CONVENTION OF PHYSICAL FACILITIES
COORDINATORS AND DEPED PROJECT ENGINEERS
Teachers' Camp, Baguio City
December 11-13, 2006

CONFIRMATION SLIP

REGION: _____

DIVISION: _____

NAME OF PFC: _____

NICKNAME: _____

SEX: _____

OFFICE ADDRESS: _____

OFFICE TEL. NO.: _____

CELLPHONE NO.: _____

IMPORTANT: This form should be submitted to PFSED on or before November 29, 2006, via telefax nos. (02) 633-7263, (02) 638-4108, (02) 638-7110.