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MAR 12 2004

DepED ORDER
No. **17**, s. 2004

**CREATION OF THE PHYSICAL FACILITIES AND SCHOOLS
ENGINEERING DIVISION (PFSED)**

To: Undersecretaries
Assistant Secretaries
Bureau Directors
Directors of Services, Centers and Heads of Units
Schools Division/City Superintendents
All Others Concerned

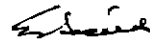
1. The Department of Budget and Management (DBM) has approved the merging of the Physical Facilities Division, Office of the Planning Service (PFD-OPS) with the Task Force Engineering, Assessment and Monitoring (TFEAM) to become the Physical Facilities and Schools Engineering Division (PFSED), effective December 1, 2003. The PFSED will remain as a division under the Office of Planning Service (OPS) directly under the Office of the Assistant Secretary for Planning.
2. The organizational structure of PFSED and the staffing pattern are shown in Enclosure Nos. 1 and 2.
3. The functions of PFSED are as follows:
 - a. Formulate policies, plans, guidelines and standards relative to the school building program (SBP), school building repair and maintenance (SBRM), school furniture, and school mapping exercise (SME);
 - b. Prepare designs, plans and cost estimates for all facilities, including school furniture;
 - c. Conduct researchers and studies on new technologies for school building construction and furniture;
 - d. Prepare the Annual Regular Schoolbuilding Program;
 - e. Monitor the implementation of 90% of SBP undertaken by DPWH;
 - f. Supervise the implementation of the unallocated 10% of SBP;
 - g. Monitor the implementation of infrastructure projects as well as the repair, rehabilitation or maintenance of educational facilities, evaluate progress of work, and ensure that all specifications are followed;
 - h. Evaluate requests for repair, rehabilitation and maintenance of educational facilities and submit appropriate recommendations;

- i. Give technical specifications of materials to be used in the construction, repair or maintenance of educational facilities to Procurement Service;
- j. Provide assistance in the conduct of technical evaluation of bids for infrastructure projects and school furniture;
- k. Inspect delivered infrastructure projects and school furniture;
- l. Develop and maintain an information system which will include data about physical facilities and structures and geographical information concerning the location of the school and its access to services;
- m. Provide information to government and private sectors on matters pertaining to educational facilities of SBP; and
- n. Perform other related functions.

4. By virtue of the creation of PFSED, the TFEAM is hereby abolished. Contractual employees of TFEAM shall be absorbed by PFSED, subject to Civil Service rules and regulations.

5. PFSED will become operational as soon as the created/reclassified positions per approved Notice of Organization, Staffing and Compensation Action (NOSCA No. 2003-12-023) of DBM have been filled-up following prescribed Civil Service rules and regulations.

6. Immediate and wide dissemination of this Order is directed.



EDILBERTO C. DE JESUS
Secretary

Encls.:

As stated

Reference:

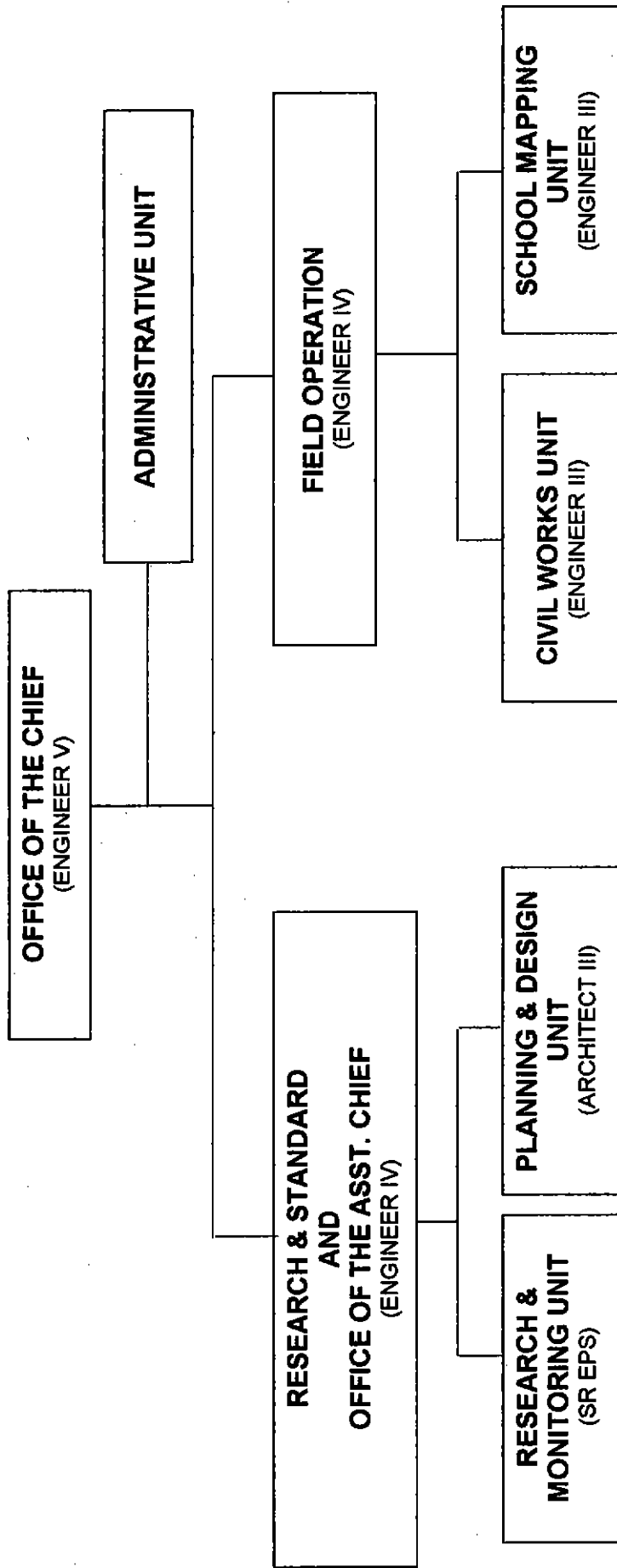
None

Allotment: 1- -(D.O. 50-97)

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

**BUREAUS & OFFICES
CHANGE**

PHYSICAL FACILITIES AND SCHOOLS ENGINEERING DIVISION (PFSED) ORGANIZATIONAL STRUCTURE (FUNCTIONAL)



functions: a, c, d, k, n, o

functions: b, h, i, j, n, o

functions: e, f, g, n, o

functions: l, m, n,

Department of Education

Physical Facilities and Schools Engineering Division,
Office of Planning Service

Staffing Pattern

Number	Position Title	Salary Grade
1	Engineer V *	24
1	Engineer IV *	22
1	Architect III	19
2	Engineer III **	19
3	Engineer III	19
3	Senior Edu. Prog. Spe. **	19
2	Architect II **	16
2	Architect II	16
1	Edu. Prog. Spe. II **	16
1	Draftsman **	8
3	Computer Operator I	7
2	Clerk II **	4
22		

Field Operations Unit

Number	Position Title	Salary Grade
1	Engineer IV	22
6	Engineer III	19
27	Engineer II	16
10	Engineer I	12
2	Architect I	12
46		

Department of Budget and Management



2003-S15655P

* Conversion of positions from Chief Education Program Specialist, SG 24 to Engineer V, SG 24 and Supervising Education Program Specialist, SG 22 to Engineer IV, SG 22.

** Existing positions