



Republic of the Philippines  
Department of Education  
**REGION VI-WESTERN VISAYAS**  
Duran Street, Iloilo City



**MEMORANDUM**

**TO: Schools Division Superintendents  
Assistant Schools Division Superintendents**

**Attention: Division and Project Engineers**

**FROM: MA. GEMMA M. LEDESMA, CESO V**  
Director III  
Officer – In – Charge  
Office of the Regional Director

**SUBJECT: ATTENDANCE TO THE ONE-DAY CONSULTATIVE MEETING WITH  
REGIONAL DIRECTORS, SCHOOLS DIVISION SUPERINTENDENTS,  
ASSISTANT SCHOOLS DIVISION SUPERINTENDENTS AND  
REGIONAL/DIVISION ENGINEERS**

**DATE: June 6, 2017**

- 
1. The Office of the Undersecretary for Administration and the Education Facilities Division will conduct a One-Day Consultative Meeting with the Regional Directors, Schools Division Superintendents, Assistant Schools Division Superintendents and Regional/Division Engineers on the implementation of 2017 Basic Education Facilities Fund (BEFF).
  2. The clustered meeting will be held in **Region VII** as host region and is scheduled on **June 18-20, 2017** including travel time.
  3. Participants are the Regional Directors, Schools Division Superintendents, Assistant Schools Division Superintendents, Regional/Division Engineers and Project Engineers.
  4. Travel and incidental expenses shall be charged against local fund subject to the usual accounting and auditing rules and regulations.
  5. For dissemination and guidance.