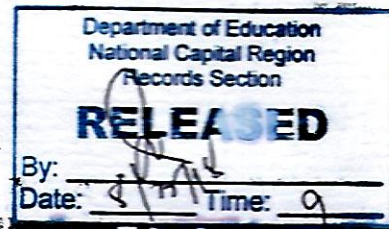




Republika ng Pilipinas
(*Republic of the Philippines*)
KAGAWARAN NG EDUKASYON
(*DEPARTMENT OF EDUCATION*)
PAMBANSANG PUNONG REHIYON
(*NATIONAL CAPITAL REGION*)
Daang Misamis, Bago Bantay, Lungsod Quezon
(*Misamis St., Bago Bantay, Quezon City*)



August 17, 2018

MEMORANDUM
No. 96 s. 2018

**MONITORING AND INSPECTION OF BASIC EDUCATIONAL FACILITIES FUND
(BEFF)**

To: **Schools Division Superintendents**

1. For the continued attainment of quality education projects, please be reminded on the adherence and strict compliance with **DepEd Order No. 35, s. 2017**, dated July 17, 2017 entitled "**Revised Guidelines on the Implementation of the Basic Educational Facilities Fund (BEFF)**", specifically stipulations cited for Enclosure No. 2 containing the "**Guidelines on the Implementation of Repairs/Rehabilitation of Classrooms, Water Sanitation Facilities, Gabaldon Heritage School Buildings under the Basic Educational Facilities Fund (BEFF)**", copies attached.
2. As indicated in Item No. 4 of the said enclosure on **Monitoring and Inspection**, the Regional/Division Engineer (RE/DE) shall function as Project Engineer and shall be mainly in-charge of regular monitoring and inspection of the repair projects. As Project Engineer, the RE/DE shall have the following tasks:
 1. Conduct regular site inspection to ensure that the approved program of works is being executed by selected contractor/s.
 2. Review and validate work accomplishments of constructors and their claims for payments of completed works.
 3. Assist in the resolution of issues and concerns during project implementation.
3. In connection with the above functions of the RE/DE, please be guided further by Item No. 4.8.1.4, with instructions on documentation and signing/approvals of claims for payment of procurement deliveries under Infrastructure Projects (New Construction & Repair), (DepEd Order No. 67 s. 2016 dated November 3, 2016 "**Revised Signing Authorities for Financial Matters**").

4. Central Office – Education Facilities Division (EFD) representatives, RE/DE should jointly monitor and inspect BEFF reports and accomplish inspection reports in compliance with the indicated guidelines, to ensure smooth completion of projects based on agreed Program of works and contract items and also completion of punch list activities before the issuance of certificate of completion.


WILFREDO E. CABRAL
Officer – In - Charge
Office of the Regional Director

Reference: DepEd Order No. 67, s. 2016
DepEd Order No. 35, s. 2017

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

AUTHORITY
CLASSROOMS
MONITORING & INSPECTION
PHYSICAL FACILITIES

ESSD/EFD/ruz