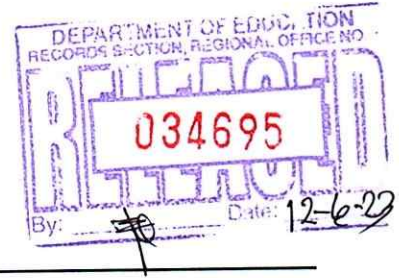




Republic of the Philippines  
**Department of Education**  
 REGION I



REGIONAL MEMORANDUM  
 No. 1316, s. 2023

**DEC 06 2023**

**CONDUCT OF CSFDP NATIONAL IMPLEMENTATION PLANNING WORKSHOP**

To: Schools Division Superintendents

1. This memorandum pertains to the upcoming Comprehensive School Facilities Development Plan (CSFDP) National Implementation Planning Workshop to be held in Cebu City from December 11-15, 2023.
2. Anticipated participants from Region I include thirty-four (34) individuals who will actively engage in the planning workshop. The attendees are ESSD Chief, Regional Engineers, Regional Lead/Focal Persons, Division Engineers, Contract of Service Architects and Engineers and SGOD Chiefs.
3. It is imperative that all participants complete the pre-work activities before the commencement of the planning workshop. The required documents, namely the Division Comprehensive School Facilities Development Plan and the Forward Estimates Database, should be submitted via <http://bit.ly/NIPWorkshop2023>:
4. Non-compliance with the pre-work requirements will result in the exclusion of individuals from participation, and administrative sanctions may be imposed. Participants are reminded that authorization to attend the workshop will only be granted upon successful completion of pre-work activities and subsequent confirmation from CSFD-NTWG. Workshop tickets can only be secured once this confirmation is received.
5. An advance notice containing additional details is attached.
6. Be guided accordingly.

For the Regional Director:

  
**RHODA T. RAZON**  
 Assistant Regional Director

Incl: As stated

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

CONFERENCES FACILITIES MEETINGS WORKSHOPS

ESSD/dcn/RM\_CSFDP NIP  
 December 5, 2023



Flores St., Catbangan, City of San Fernando, La Union  
 Telephone Nos.: (072) 607-8137/682-2324

DepEd Region I | [region1@deped.gov.ph](mailto:region1@deped.gov.ph) | [www.depedro1.com](http://www.depedro1.com)

**Fw: [ADVANCE NOTICE]: CONDUCT OF CSFDP NATIONAL IMPLEMENTATION PLANNING WORKSHOP**

Ive Jay Tambis <ivejay.tambis@deped.gov.ph>  
To: RE&focals <refocals@depedph.onmicrosoft.com>

Thu, Nov 23, 2023 at 3:03 PM

**From:** Maria Valeria Fajardo <maria.fajardo011@deped.gov.ph>  
**Sent:** Thursday, November 23, 2023 2:42 PM  
**To:** Ive Jay Tambis <ivejay.tambis@deped.gov.ph>  
**Subject:** [ADVANCE NOTICE]: CONDUCT OF CSFDP NATIONAL IMPLEMENTATION PLANNING WORKSHOP

SUBJECT: ADVANCE NOTICE AND ADVISORY FOR THE NATIONAL IMPLEMENTATION PLANNING WORKSHOP

In accordance with the provisions outlined in DepEd Order No. 18, s. 2023, or the "Revised Multi-Year Guidelines on the Allocation, Receipt, Utilization, Monitoring, and Reporting of the Basic Education Facilities Funds (BEFF)," the School Infrastructure and Facilities Strand will be conducting a National Implementation Planning Workshop scheduled for December 11-15, 2023, in Cebu City. The primary objective of this workshop is to achieve harmonization and alignment with the strategic direction proposed by the Comprehensive School Facilities Development Plan – National Technical Working Group (CSFDP-NTWG).

Before the commencement of the workshop, it is imperative that participants complete the following pre-work activities:

1. Division Comprehensive School Facilities Development Plan
2. Forward Estimates Database

Please be reminded that only participants who have successfully completed the pre-work activities will be eligible to join the workshop. It is expressly advised that participants should refrain from booking any flights until the pre-work requirements are submitted and acknowledged.

To facilitate the smooth coordination of this event, please upload the completed pre-work files and provide the official list of participants from your region through the following link: <http://bit.ly/NIPWorkshop2023> Failure to fulfill the pre-work requirements will result in non-participation and administrative sanctions may be imposed.

Participants are reminded that **only upon completing pre-work activities** and receiving confirmation from CSFDP-NTWG will they be authorized to secure workshop tickets.

For the national event, participants must adhere to the **Smart Casual Attire** on both the **Opening** (Dec 12) and **Closing** (Dec 14) days of the national event. Attendance on the cultural night is obligatory. To fully participate in the cultural night, arrange return flights by December 15 (Friday).

For any additional inquiries or clarifications, kindly contact the CSFDP-NTWG Secretariat through Ms. Maria Valeria T. Fajardo or Ms. Ive Jay E. Tambis at telephone number (02) 8638-4044 or via email at [ousif@deped.gov.ph](mailto:ousif@deped.gov.ph).

Attached is the list of target participants per region and the tentative program.

**ANNEX A: List of Target Participants****NATIONAL IMPLEMENTATION PLANNING WORKSHOP ON COMPREHENSIVE SCHOOL FACILITIES DEVELOPMENT PLAN**

December 11-15, 2023 | Cebu City

REGION	No. of Participants	Invited Participants
CAR	38	1.
REGION I	34	

REGION II	32	ESSD Chief	
REGION III	53		
NCR	42		
REGION IV-A	55		
REGION IV-B	29		
REGION V	51		
REGION VI	59		
REGION VII	51		
REGION VIII	48		
REGION IX	30		
REGION X	44		
REGION XI	28		
REGION XII	33	2. Regional Engineers	
CARAGA	31		
OUSIF	7		3. Regional Lead/ Focal
EFD	36		
PAS	2		
Resource Person & Guests	14		4. Division Engineers
<b>TOTAL</b>	<b>715</b>		
		5. Contract of Service Architects and Engineers	
		6. SGOD Chiefs	

**ANNEX**

**B: Tentative Program of Activities**

DAY

01 | December 11, 2023

TIME	ACTIVITY
7:00 AM – 5:00 PM	Arrival and Registration of Participants
5:00 – 7:00 PM	Opening Program and Dinner

DAY

02 | December 12, 2023

TIME	ACTIVITY
9:00 AM – 9:30 AM	Preliminaries
9:30 – 10:30 AM	Strand Mandates and Policies
10:30 – 11:30 AM	School Building Program Status Update Report 2023
11:30 AM – 12:00 PM	Open Forum
12:00 – 1:00 PM	Lunch
1:00 – 4:00 PM	The Comprehensive School Facilities Development Plan and its Mandate
4:00 – 5:00 PM	Open Forum

DAY

03 | December 13, 2023

TIME	ACTIVITY
9:00 AM – 9:30 AM	Preliminaries
9:30 – 11:30 AM	Strategies of Implementation of the Comprehensive School Facilities Development Plan
10:30 – 11:30 AM	School Building Program Status Update Report 2023

11:30 AM – 12:00 PM	Open Forum
12:00 – 1:00 PM	Lunch
1:00 – 2:00 PM	Presentation of Forward Estimates Database
2:00 – 3:30 PM	Workshop 01: Data and Listing
3:30 – 5:00 PM	Presentation of Workshop 01 Outputs

DAY

04 | December 14, 2023

TIME	ACTIVITY
9:00 AM – 9:30 AM	Preliminaries
9:30 AM – 12:00 PM	Workshop 02: CSFDP
10:30 – 11:30 AM	School Building Program Status Update Report 2023
11:30 AM – 12:00 PM	Open Forum
12:00 – 1:00 PM	Lunch
1:00 – 5:00 PM	Presentation of Workshop 02 Outputs
5:00 PM onwards	Cultural Night

DAY

05 | December 15, 2023

TIME	ACTIVITY
	Home Sweet Home



**MARIA VALERIA T. FAJARDO, Rpm**

Technical Assistant II

Office of the Undersecretary for School Infrastructure and Facilities

School Infrastructure Management Office (OUSIF-SIMO)

Department of Education- Central Office

DepEd Complex, Meralco Avenue, Pasig City

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