



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



**REGIONAL MEMORANDUM**

No. 433, s. 2025

**RESCHEDULING OF THE CY 2025 FIRST QUARTERLY COORDINATION MEETING OF DEPED REGION I ENGINEERS AND ARCHITECTS DUE TO DECLARED HOLIDAY ON APRIL 1, 2025**

To: Schools Division Superintendents  
 DepED RO I and SDO Engineers and Architects

1. This pertains to Regional Memorandum No. 409 s. 2025 titled Rescheduling of the CY 2025 First Quarterly Coordination Meeting of DepED Region I Engineers and Architects to be held at the National Educators Academy of the Philippines – Region 1 (NEAP-1), San Vicente, City of San Fernando, La Union.
2. Due to the declared Holiday on April 1, 2025, be advised that the official schedule of the activity shall be on April 2-4, 2025 and the official venue is at the National Educators Academy of the Philippines – Region 1 (NEAP-1), San Vicente, City of San Fernando, La Union.
3. Attached is the revised program of activities for your perusal.
4. All other provisions of the preceding memoranda relative to the conduct of the activity remains.
5. Immediate dissemination and compliance.

**TOLENTINO G. AQUINO**  
 Regional Director

Encl.: as stated  
 Reference: RM No. 248, 294, 409 s. 2025  
 To be indicated in the Perpetual Index  
 under the following subjects:

SCHOOL BUILDINGS    FACILITIES    MEETINGS

ESSD/ccm/pmn/Coordination\_Meeting\_of\_DepEd\_RI\_SDO\_Engineers&Architects\_April\_2-4,\_2025  
 February 24, 2025



Flores St., Catbangan, City of San Fernando, La Union  
 Telephone Nos.: (072) 607-8137/682-2324  
 DepEd Region I    region1@deped.gov.ph  
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Certificate No. PIP-QMS  
 24 93 9179

**CY 2025 FIRST QUARTERLY COORDINATION MEETING OF  
DEPED REGION I ENGINEERS AND ARCHITECTS  
April 2-4, 2025**

**Schedule of Activities**

| <b>Time</b>             | <b>Day 1- April 2</b>   | <b>Day 2 – April 3</b>  | <b>Day 3 – April 4</b>   |
|-------------------------|---|---|--|
| <b>8:00 – 9:00AM</b>    | Arrival and Registration                                      | Review/Validate the BEFF School Furniture Program of Region 1 | Reporting of SDO Engineers and Architects on the On-going repair and replacement of classrooms |
| <b>9:00 – 10:00AM</b>   | Preliminaries   |   |  |
| <b>10:00-11:00AM</b>    | Review and Validate of Accomplishment Reports on the QRF 2022 | Review/Validate the BEFF School Furniture Program of Region 1 |  |
| <b>11:00-12:00NN</b>    | Issues and Concerns<br><b>Open Forum</b>                      |   |  |
| <b>12:00NN – 1:00PM</b> |   | LUNCH BREAK   | LUNCH BREAK  |
| <b>1:00PM – 3:00PM</b>  | Updates on the BEFF Projects Guidelines and Issuances         | Review/ Validate of on-going projects and delayed projects    | Other Issues and concerns of BEFF Project Funds  |
| <b>3:30-5:00PM</b>      |   |   | Review of the Updated Guidelines on the implementation of CY 2025-2026 BEFF Guidelines         |
| <b>6:00-7:00PM</b>      | Dinner  | Dinner  |  |



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



**REGIONAL MEMORANDUM**

No. 409, s. 2025

**RESCHEDULING OF THE CY 2025 FIRST QUARTERLY COORDINATION MEETING OF DEPED REGION 1 ENGINEERS AND ARCHITECTS**

To: Schools Division Superintendents  
 DepED RO I and SDO Engineers, Architects and Technical Assistants

1. This pertains to Regional Memorandum No. 248, and 294 s. 2025, on the conduct of the CY 2025 First Quarterly Coordination Meeting of DepED Region 1 Engineers and Architects to be held at the National Educators Academy of the Philippines – Region 1 (NEAP-1), San Vicente, City of San Fernando, La Union.
2. Please be advised that the official schedule of the activity is on April 1-4, 2025 and the official venue is at the National Educators Academy of the Philippines – Region 1 (NEAP-1), San Vicente, City of San Fernando, La Union.
3. Attached is the revised program of activities for your perusal.
4. All other provisions of the preceding memoranda relative to the conduct of the activity remains.
5. Immediate dissemination and compliance.

For the Regional Director:

  
**ATTY. RHEA JOY L. CARBONELL**  
 Chief Administrative Officer  
 Administrative Division

Encl.: as stated  
 Reference: RM No. 248, 294, s. 2025  
 To be indicated in the Perpetual Index  
 under the following subjects:

SCHOOL BUILDINGS    FACILITIES    MEETINGS

ESSD/ccm/eps/ RM\_Rescheduleing the Quarterly Meeting of Engineers to April 1-4  
 March 17, 2025



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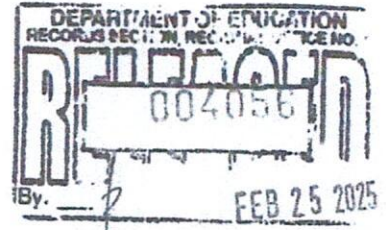
**CY 2025 FIRST QUARTERLY COORDINATION OF  
DEPED REGION 1 ENGINEERS AND ARCHITECTS  
April 1-4, 2025**

**Schedule of Activities**

| <b>Time</b>             | <b>Day 1- April 1</b>   | <b>Day 2 – April 2</b>  | <b>Day 3 – April 3</b>   | <b>Day 4 – April 4</b>   |
|-------------------------|---|---|--|--|
| <b>8:00 – 9:00AM</b>    | Arrival and Registration                                      | Review/Validate the BEFF School Furniture Program of Region 1 | Reporting of SDO Engineers and Architects on the On-going repair and replacement of classrooms | Ocular Inspection of on-going projects and completed projects with DepED Central Office Officials, RO and SDO Engineers and Architects |
| <b>9:00 – 10:00AM</b>   | Preliminaries   |   |  |  |
| <b>10:00- 11:00AM</b>   | Review and Validate of Accomplishment Reports on the QRF 2022 | Review/Validate the BEFF School Furniture Program of Region 1 |  |  |
| <b>11:00- 12:00NN</b>   | Issues and Concerns<br><b>Open Forum</b>                      |   |  |  |
| <b>12:00NN – 1:00PM</b> |   | LUNCH BREAK   | LUNCH BREAK  |  |
| <b>1:00PM – 3:00PM</b>  | Updates on the BEFF Projects Guidelines and Issuances         | Review and Validate of on-going projects and delayed projects | Other Issues and concerns of BEFF Project Funds  |  |
| <b>3:30-5:00PM</b>      |   |   | Review on the Updated Guidelines on the implementation of CY 2025-2026 BEFF Guidelines         |  |
| <b>6:00-7:00PM</b>      | Dinner  | Dinner  |  | Home Sweet Home  |



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



**REGIONAL MEMORANDUM**

No. 294, s. 2025

To: Schools Division Superintendents  
 Regional and Division Engineers  
 All Concerned

**CORRIGENDUM AND ADDENDUM ON THE CY 2025 FIRST QUARTERLY  
 COORDINATION OF DEPED REGION 1 ENGINEERS AND ARCHITECTS**

1. This refers to Regional Memorandum No. 248, s. 2025, titled "CY 2025 First Quarterly Coordination of DepEd Region 1 Engineers and Architects," dated February 13, 2025.
2. Please be advised of the following modifications to the original memorandum:
  - Paragraph 1: The schedule for the event has been revised to a later date, from March 19-21, 2025, to **March 31 - April 2, 2025**.
  - Paragraph 2: Travel and other incidental expenses will now be charged against local funds, instead of the Engineering and Administrative Overhead Funds.
3. The list of participants and the schedule of activities are attached for your reference.
4. Be guided accordingly.

**TOLENTINO G. AQUINO**  
 Director IV

Encl.: as stated  
 Reference: None  
 To be indicated in the Perpetual Index  
 under the following subjects:

SCHOOL BUILDINGS    FACILITIES    MEETINGS

ESSD/pmnn/ccm/Coordination\_Meeting\_of\_DepEd\_R1\_SDO\_Engineers\_March31-April2,2025  
 February 24, 2025



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**CY 2025 FIRST QUARTERLY COORDINATION OF  
DEPED REGION 1 ENGINEERS AND ARCHITECTS**

March 31, to April 2, 2025

**LIST OF PARTICIPANTS**

| No.                   | Name                             | Designation  | Office            |
|-----------------------|----------------------------------|--------------|-------------------|
| 1                     | SARAH Q. CASUGA                  | Chief, ESSD  | DepED RO I        |
| 2                     | Engr. CELSO C. MANANGAN          | Engineer III | DepED RO I        |
| 3                     | Engr. PHILIP M. NARDO            | TA IV        | DepED RO I        |
| 4                     | Arct. GARY D. AGCAOILI           | TA III       | DepEd RO I        |
| 5                     | Engr. PATRICK F. ESPINUEVA       | TA III       | DepEd RO I        |
| 6                     | ELMER P. SABADO                  | DM II        | DepED RO I        |
| 7                     | ANNABILE J. CALPOTURA            | AA VI        | DepED RO I        |
| 8                     | Engr. ERICSON AGUSTIN            | Engineer III | Ilocos Norte      |
| 9                     | Engr. TEDDY QUIBA                | Engineer III | Ilocos Sur        |
| 10                    | Ar. JOMAR AGOY                   | TA IV        | Vigan City        |
| 11                    | Engr. SHARMAINE PASIBE           | TA IV        | Candon City       |
| 12                    | Engr. DIVINE CASUGA              | TA IV        | San Fernando City |
| 13                    | Engr. JERWIN FLORES              | Engineer III | La Union          |
| 14                    | Engr. CHARLES BANGDO             | Engineer III | Pangasinan II     |
| 15                    | Engr. STEVE MANZANO              | Engineer III | Pangasinan I      |
| 16                    | Engr. KIMBERLY ABAD              | TA III       | Pangasinan I      |
| 17                    | Engr. ROLAN OSORIO               | TA IV        | Pangasinan II     |
| 18                    | Engr. JESUS BLAIR CRUZ           | Engineer III | San Carlos City   |
| 19                    | Engr. MERJORIE CORPUZ            | TA IV        | Alaminos City     |
| 20                    | Engr. TATUM GRACE MANZANO        | Engineer III | Dagupan City      |
| 21                    | Engr. JAMIE MARCOS               | Engineer III | Urdaneta City     |
| 22                    | Ar. NICK JIRO JOVERO             | TA III       | Ilocos Sur        |
| 23                    | Engr. JACQUELINE G. ABINO        | TA III       | Batac City        |
| 24                    | Ar. RICHARD LANTAJO              | TA III       | Ilocos Norte      |
| <b>CENTRAL OFFICE</b> |                                  |              |                   |
| 25                    | Engr. Nehru Rainier P. Sarmiento | Area Manager | EFD, C.O.         |
| <b>FACILITATORS:</b>  |                                  |              |                   |
|                       | - Engr. CELSO C. MANANGAN        |              |                   |
|                       | - Engr. PHILIP M. NARDO          |              |                   |
|                       | - Arch. GARY D. AGCAOILE         |              |                   |
|                       | - Engr. PATRICK F. ESPINUEVA     |              |                   |
|                       | - ELMER P. SABADO                |              |                   |



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

**CY 2025 FIRST QUARTERLY COORDINATION OF  
 DEPED REGION 1 ENGINEERS AND ARCHITECTS**  
 March 31, to April 2, 2025

| Time             | Day 1- March 31   | Day 2 – April 2   | Day 3 – April 2  |
|------------------|---|---|--|
| 8:00 – 9:00AM    | Arrival and Registration                                      | Review/Validate the BEFF School Furniture Program of Region 1 | Reporting of SDO Engineers and Architects on the On-going repair and replacement of classrooms |
| 9:00 – 10:00AM   | Preliminaries   |   |  |
| 10:00-11:00AM    | Review and Validate of Accomplishment Reports on the QRF 2022 | Review/Validate the BEFF School Furniture Program of Region 1 |  |
| 11:00-12:00NN    | Issues and Concerns Open Forum                                |   |  |
| 12:00NN – 1:00PM |   | LUNCH BREAK   | LUNCH BREAK  |
| 1:00PM – 3:00PM  | Updates on the BEFF Projects Guidelines and Issuances         | Review and Validate of on-going projects and delayed projects | Other Issues and concerns of BEFF Project Funds  |
| 3:30-5:00PM      |   |   |  |
| 6:00-7:00PM      | Dinner  | Dinner  | Home sweet Home  |



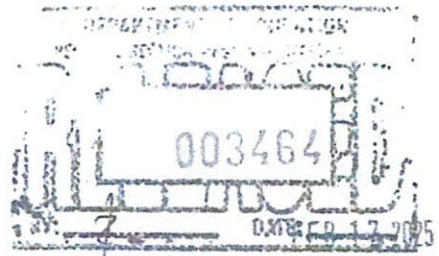
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Republic of the Philippines  
**Department of Education**  
 REGION I



REGIONAL MEMORANDUM  
 No. 248, s. 2025

**CY 2025 FIRST QUARTERLY COORDINATION  
 OF DEPED REGION I ENGINEERS AND ARCHITECTS**

To: **Schools Division Superintendents**

1. To support the ongoing Basic Education Facilities Fund (BEFF) Projects, the DepEd Regional Office I, through the Education Support Services, will conduct the Coordination Meeting for DepEd Region I Engineers at the National Educators Academy of the Philippines, Region I (NEAP-I) in San Vicente, City of San Fernando, La Union, on March 19-21, 2025.
2. The coordination meeting aims to deliberate on the following key agenda items:
  - a. Review and Validate of Accomplishment Reports on the QRF 2022
  - b. Updates on the BEFF Projects Guidelines and Issuances
  - c. Review/Validate the BEFF School Furniture Program of Region 1
  - d. Review and Validate of on-going projects and delayed projects
  - e. Reporting of SDO Engineers and Architects on the On-going repair and replacement of classrooms
  - f. Other Issues and concerns of BEFF Project Funds
3. Participants are required to bring their laptops, Wi-Fi devices, and extension cords to ensure effective communication and documentation during the meeting.
4. All travel and incidental expenses shall be charged against the Engineering and Administrative Overhead Funds, subject to compliance with the prevailing accounting and auditing rules and regulations.
5. Attached are the list of participants and the program of activities for reference and compliance. This memorandum serves as the official authority to travel for the participants from both this Office and the Schools Division Offices.
6. For information and attendance of all concerned.

**TOLENTINO G. AQUINO**  
 Director IV

Encl.: as stated  
 Reference: None  
 To be indicated in the Perpetual Index  
 under the following subjects:

SCHOOL BUILDINGS    FACILITIES    MEETINGS



ESSD/cem/eps/Coordination\_Meeting\_of\_DepEd\_R1\_SDO\_Engineers\_March 19-21, 2025  
 February 13, 2025



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**CY 2025 FIRST QUARTERLY COORDINATION OF  
DEPED REGION 1 ENGINEERS AND ARCHITECTS**

March 19-21, 2025

**LIST OF PARTICIPANTS**

| No.                   | Name                             | Designation  | Office            |
|-----------------------|----------------------------------|--------------|-------------------|
| 1                     | SARAH Q. CASUGA                  | Chief, ESSD  | DepED RO I        |
| 2                     | Engr. CELSO C. MANANGAN          | Engineer III | DepED RO I        |
| 3                     | Engr. PHILIP M. NARDO            | TA IV        | DepED RO I        |
| 4                     | Arct. GARY D. AGCAOILI           | TA III       | DepEd RO I        |
| 5                     | Engr. PATRICK F. ESPINUEVA       | TA III       | DepEd RO I        |
| 6                     | ELMER P. SABADO                  | DM II        | DepED RO I        |
| 7                     | ANNABILE J. CALPOTURA            | AA VI        | DepED RO I        |
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| 10                    | Ar. JOMAR AGOY                   | TA IV        | Vigan City        |
| 11                    | Engr. SHARMAINE PASIBE           | TA IV        | Candon City       |
| 12                    | Engr. DIVINE CASUGA              | TA IV        | San Fernando City |
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| 18                    | Engr. JESUS BLAIR CRUZ           | Engineer III | San Carlos City   |
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| 24                    | Ar. RICHARD LANTAJO              | TA III       | Ilocos Norte      |
| <b>CENTRAL OFFICE</b> |                                  |              |                   |
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| <b>FACILITATORS:</b>  |                                  |              |                   |
|                       | - Engr. CELSO C. MANANGAN        |              |                   |
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|                       | - Arch. GARY D. AGCAOILE         |              |                   |
|                       | - Engr. PATRICK F. ESPINUEVA     |              |                   |
|                       | - ELMER P. SABADO                |              |                   |



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

**CY 2025 FIRST QUARTERLY COORDINATION OF  
DEPED REGION 1 ENGINEERS AND ARCHITECTS  
March 19-21, 2025**

| Time             | Day 1- March 19   | Day 2 – March 20  | Day 3 – march 21   |
|------------------|---|---|--|
| 8:00 – 9:00AM    | Arrival and Registration                                      | Review/Validate the BEFF School Furniture Program of Region 1 | Reporting of SDO Engineers and Architects on the On-going repair and replacement of classrooms |
| 9:00 – 10:00AM   | Preliminaries   |   |  |
| 10:00-11:00AM    | Review and Validate of Accomplishment Reports on the QRF 2022 | Review/Validate the BEFF School Furniture Program of Region 1 |  |
| 11:00-12:00NN    | Issues and Concerns Open Forum                                |   |  |
| 12:00NN – 1:00PM |   | LUNCH BREAK   | LUNCH BREAK  |
| 1:00PM – 3:00PM  | Updates on the BEFF Projects Guidelines and Issuances         | Review and Validate of on-going projects and delayed projects | Other Issues and concerns of BEFF Project Funds  |
| 3:30-5:00PM      |   |   |  |
| 6:00-7-00PM      | Dinner  | Dinner  | Home sweet Home  |