



Republic of the Philippines

Department of Education

Region VII, Central Visayas

SCHOOLS DIVISION OF NEGROS ORIENTAL

Capitol Area, Dumaguete City

DIVISION MEMORANDUM

No. 640, s. 2016

To : Public Schools District Supervisors/ District-in-Charge and
Elementary and Secondary School Heads

From : **SALUSTIANO T. JIMENEZ, CESO VI**
OIC- Office of the Asst. Regional Director
Concurrent OIC- Office of the Schools Division Superintendent

Subject : **SUBMISSION OF UPDATED REPORTS ON CONSTRUCTION OF SCHOOL BUILDINGS SUCH AS CLASSROOMS, WORKSHOPS AND LABORATORIES, LIBRARY, FACULTY ROOMS, TOILETS, SCHOOL STAGE, PERIMETER FENCE AND OTHER SCHOOL FACILITIES; REPAIR OF SCHOOL BUILDINGS AND FACILITIES; PROVISION OF WATER CONNECTION AND FACILITIES; PROVISION OF SCHOOL FURNITURE WHETHER FUNDED BY DEPED; BOTTOM UP BUDGETING (BuB); OTHER NATIONAL GOVERNMENT AGENCIES; LOCAL GOVERNMENT UNITS SUCH AS PROVINCE, CITY/ MUNICIPALITY AND BARANGAY AND OTHER STAKEHOLDERS**

Date : October 24, 2016

1. Relative to the department's continuing effort to have a regularly updated inventory and status of the physical facilities of every school, ***you are required*** to immediately submit reports to this office whenever there are construction of school buildings such as classrooms, workshops and laboratories, library, faculty rooms, toilets, school stage, perimeter fence and other school facilities; repair of school buildings and facilities; provision of water connection and facilities; provision of school furniture whether funded by DepEd; Bottom Up Budgeting (BuB); other national government agencies; local government units such as province, city/municipality and barangay and other stakeholders.
2. Likewise, ***you are required*** to submit to this office monthly status report of projects implemented in your respective schools.
3. For strict compliance.

SALUSTIANO T. JIMENEZ, CESO VI

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10/24/16

2016