





Republic of the Philippines  
Department of Education



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DepEd  
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DATE: 5 OCT 2022  
BY: [Signature]  
CONTROL NO: 1192

## AUTHORITY TO TRAVEL

REGION	: REGION VII – CENTRAL VISAYAS
DIVISION	: SCHOOLS DIVISION OF NEGROS ORIENTAL
DATE OF FILING	October 5, 2022
NAME/S & POSITION / DESIGNATION	<b>ENGR. PHILIP C. TUBOG</b> , Division Engineer III <b>ENGR. MONICA P. ABADINES</b> , Senior Technical Assistant III <b>ENGR. WENDY L. BALDAZANO</b> , Senior Technical Assistant III
PERMANENT STATION	DepEd, Schools Division of Negros Oriental
PURPOSE OF TRAVEL	To attend "Orientation and Capacity Building of DepEd Engineers and Architects"
ACTIVITY ORGANIZED / SPONSORED BY	AS PER REGIONAL MEMO NO. 0734, s. 2022
PERIOD COVERED	October 18-21, 2022
PLEASE CHECK	<input checked="" type="checkbox"/> Official Business <input type="checkbox"/> Official Time
VENUE / DESTINATION	Park Inn By Radisson Hotel, near SM City, Mandurriao, Iloilo City
EXPENSES COVERED	Traveling / Transportation and other incidental expenses
FUND SOURCE	Division / local MOOE funds (Except for COS)
<b>RECOMMENDING APPROVAL:</b>	
 <b>RACHEL B. PICARDAL EdD</b> Chief, Schools Governance and Operation Division	
Date : <b>OCT 05 2022</b>	
<b>APPROVED:</b>	
 <b>SENEN PRISCILLO P. PAULIN, CESO V</b> Schools Division Superintendent	
Date: <b>10/5/22</b>	



Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS

**Office of the Regional Director**

REGIONAL MEMORANDUM

No. 072, s. 2022

**RESCHEDULING OF THE ORIENTATION AND CAPACITY BUILDING OF DEPED  
ENGINEERS AND ARCHITECTS**

To: Schools Division Superintendents  
Assistant Schools Division Superintendents  
Regional/Division Engineers/DepEd Project Engineers  
All Others Concerned

1. For the information and guidance of all concerned, attached is the OUA Memorandum No. OUA-OUT-082222-007 issued by Undersecretary, Atty. Kristian R. Ablan, CESO I, dated August 22, 2022 on the Rescheduling of Orientation and Capacity Building of DepEd Engineers and Architects from September 13-16, 2022 to October 18-21, 2022 be hosted by Region VI. Specific venue will be announced later.
2. The target participants to this activity are the **Regional/Division Engineers/DepEd Project Engineers/Architects (Plantilla and COS)** of the Regional and Division Offices.
3. Traveling and other incidental expenses of the plantilla engineers shall be charged against their local funds while expenses of Contract of Service Engineers and Architects shall be charged against the Engineering and Administrative Overhead (EAO) Funds maintained at the Central Office, subject to regular government accounting rules and regulations.
4. For more details, refer to the attached Memorandum.
5. Immediate dissemination and strict compliance with this Memorandum is desired.

**SALUSTIANO T. JIMENEZ JD, EdD, CESO V**  
Director IV  
Regional Director

STJ/CAE/ESSD/TTP/ncg



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Republika ng Pilipinas  
**Kagawaran ng Edukasyon**

Tanggapang Pangalawang Kalihim sa Pangangasiwa

OUA-OUT-082222-007

**MEMORANDUM**

22 August 2022

FOR : REGIONAL DIRECTORS  
SCHOOLS DIVISION SUPERINTENDENTS  
REGIONAL AND DIVISION ENGINEERS  
OTHERS CONCERNED

FROM :   
ATTY. KRISTIAN R. ABLAN, CESO I  
Undersecretary for Administration

SUBJECT : RESCHEDULING OF THE ORIENTATION AND CAPACITY  
BUILDING OF DEPED ENGINEERS AND ARCHITECTS

This is in reference to the Office of the Undersecretary for Administration (OUA) Memorandum No. OUA-OUT-080922-010, regarding the *Two-day Capacity Building and Training for DepEd Engineers and Architects*, which aims to strengthen the capacity of DepEd Engineers and Architects in properly carrying out their duties and responsibilities in the implementation of various infrastructure projects. The main topics to be covered are the use of Detailed Unit Price Analysis (DUPA), management of infrastructure contracts following RA 9184 (Government Procurement Reform Act), Implementing Rules and Regulations of RA 11194 (Gabaldon School Buildings Conservation Act) and the Gabaldon Manual.

In accordance with the directive of the Vice President and DepED Secretary Sara Z. Duterte to prioritize school opening-related activities from August 22 – September 17, 2022, the Orientation and Capacity Building will be rescheduled. Please refer to Annex A for the updated schedule of the orientation and new clusters, and Annex B for the indicative program.

For questions and concerns on this subject, please contact Ms. Kianna Areeje Gonzales, Administrative Assistant II of the Education Facilities Division (EFD), through email at [kianna.gonzales@deped.gov.ph](mailto:kianna.gonzales@deped.gov.ph)

Thank you and we look forward to your participation.

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**Office of the Undersecretary for Administration**

Department of Education - Central Office, Room 508, 5th Floor Mabini Building,  
Meralco Avenue, Pasig City, Landline 8638-1780  
Email: [usecforadministration@deped.gov.ph](mailto:usecforadministration@deped.gov.ph)

## Annex A

### Two-Day Capacity Building Orientation and Training for DepEd Engineers and Architects

#### Updated Schedule per Cluster

Cluster	Date	Region	Host Region
1	September 20-23, 2022	Region X	Region X
		CARAGA	
2	September 27-30, 2022	Region XI	Region XII
		Region XII	
3	October 4-7, 2022	CAR	Region III
		Region I	
		Region II	
		Region III	
4	October 11-14, 2022	NCR	Region IVB
		Region IVA	
		Region IVB	
		Region V	
5	October 18-21, 2022	Region IX	Region VI
		Region VI	
		Region VII	
		Region VIII	

# Annex B

## Two-Day Capacity Building Orientation and Training for DepEd Engineers and Architects

Day 1:

Time	Activity	Resource Person/s
<b>AM Session</b>		
<b>Opening Program</b>		
8 00 to 8 30	Registration of Participants/Attendance	Secretariat
8 30 to 9 30	National Anthem	c/o Region/Division Host (Audio/Video Material)
	Prayer	
	Introduction of Participants	Area Manager
	Welcome Remarks	Engr. Annabelle R. Pangan Chief, EFD
	Message	Atty. Kristian R. Ablan Undersecretary for Administration
<b>Session Proper</b>		
9 30 to 10 00	Activity Objectives	Engr. Annabelle R. Pangan Chief, EFD
	<ul style="list-style-type: none"> <li>- Basic Concepts in the Preparation of Detailed Estimates and Approved Budget for the Contract (ABC)</li> <li>- Definition of Terms</li> <li>- DUPA Overview</li> <li>- Basic Project Scheduling</li> </ul>	Engr. Jason Almoite Area Manager – CAR, RII, RVI
10 00 to 10 15	Coffee break	
10 15 to 11 30	Workshop on Productivity Rate and Survey Form	Engr. Jason Almoite Area Manager – CAR, RII, RVI
11 30 to 12 00	Open Forum	Facilitator
12 00 to 1 30	Lunch break	
<b>PM Session</b>		
1 30 to 3 00	Detailed Discussion on the Preparation of DUPA	Engr. Marlon Mendoza Engineer III, EFD
3 00 to 3 15	Coffee break	
3 15 to 4 00	Continuation Detailed Discussion and Simulation of DUPA Preparation	Engr. Marlon Mendoza Engineer III, EFD
4 00 to 4 30	Open Forum	Area Manager
4 30 to 5 00	Ways forward	Engr. Marjorie H. Tiburcio Assistant Chief, EFD

Facilitator: Area Manager



**Two-Day Capacity Building Orientation and Training for DepEd Engineers and Architects**

**Day 2:**

Time	Activity	Resource Person/s
<b>AM Session</b>		
8 00 to 8 30	Registration of Participants/Attendance	Secretariat
8 30 to 9 00	Observations on Project Delays and COA Reports	<b>Engr. Nehru Sarmiento</b> Area Manager – NCR and RIVA
9 00 to 9 30	Roles and Responsibilities of DepEd Engineers and Guidelines on Contract Implementation	<b>Engr. Luis Purisima Jr.</b> Assistant Chief, EFD
9 30 to 10 30	<ul style="list-style-type: none"> <li>- Contract Termination</li> <li>- Grounds for Termination</li> <li>- Procedure for Termination</li> <li>- Procedure in Take-over of the Contract</li> <li>- Ways forward</li> </ul>	<b>Atty. Arthur Tantuan</b> EFD Legal Consultant
10 30 to 10 45	Coffee Break	
10 45 to 12 00	Open Forum	Facilitator
12 00 to 1 30	Lunch break	
<b>PM Session</b>		
1 30 to 3 00	Discussion of the Salient Points of the Gabaldon Handbook Manual	<b>Ar. Jet Raymond Alabaso</b> Architect III, EFD
3 00 to 3 15	Coffee break	
3 15 to 4 15	Continuation Gabaldon Manual Discussion	<b>Ar. Jet Raymond Alabaso</b> Architect III, EFD
4 15 to 4 45	Open Forum	Facilitator
4 45 to 5 00	Closing Remarks	<b>Engr. Annabelle R. Pangan</b> Chief, EFD

**Facilitator:** Area Manager