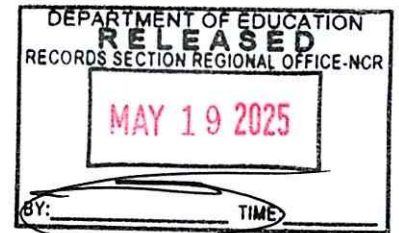




Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION




REGIONAL MEMORANDUM
ORD-2025 441

TO : **CENTRAL OFFICE – EDUCATION FACILITIES DIVISION**

SCHOOLS DIVISION SUPERINTENDENTS

SDO Makati City
SDO Malabon City
SDO Quezon City
SDO Valenzuela City
SDO Pasay City

FROM : **JOCELYN DR ANDAYA** 
Regional Director, NCR
Concurrent Officer-In-Charge
Office of the Assistant Secretary for Operations

SUBJECT : **JOINT INSPECTION OF BASIC EDUCATION FACILITIES
FUND (BEFF) ELECTRIFICATION PROGRAM CY 2024**

DATE : **May 16, 2025**

1. The Department of Education – National Capital Region (DepEd-NCR), through the Office of Education Facilities Section, is preparing to conduct a joint inspection with DepEd – Central Office, Education Facilities Division, and DepEd – School Division Office as part of our ongoing commitment to ensuring project compliance. This initiative aligns with DepEd Order No. 18, s. 2023, dated July 2, 2023, which outlines the roles and responsibilities of Engineers in our projects.

2. The purpose of this inspection is to monitor, review, and validate the actual work accomplishments in relation to the reports submitted by the School Division Office (SDO) Engineers and consolidated by the Regional Office. Monthly status reports are submitted to the Central Office – Education Facilities Division on the 25th of each month.

3. In this regard, we kindly request your assistance in facilitating this inspection and providing the necessary implementation documents, including the Program of Work, Plans, Procurement Milestones, and any other relevant materials for our reference during the inspection.



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4. Please find below the proposed schedule for the inspection of BEFF Electrification Program CY 2024

Date of Inspection	Division	School	% Completion
May 27, 2025	SDO – Quezon City	Nagkaisang Nayon ES	30%
		Lucas R. Pascual ES	50%
May 28, 2025	SDO – Malabon City	Malabon ES	70%
May 29, 2025	SDO – Valenzuela City	Constantino ES	40%
		Paso de Blas ES	40%
May 30, 2025	SDO – Makati City	Makati High School	50%
		Nemesio I. Yabut ES	50%

ESSD/Education Facilities Section