



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

MAY 4, 2026

REGIONAL MEMORANDUM

No. 0416, s. 2026

To: Schools Division Superintendents  
School Governance and Operations Division Chiefs  
Division Engineers and Architects  
All Others Concerned

VIRTUAL FIRST QUARTER 2026 COORDINATION MEETING: REVIEW AND  
PLANNING FOR BASIC EDUCATION FACILITIES FUND (BEFF)  
PROJECTS IMPLEMENTATION

1. The Department of Education (DepEd) Caraga Region XIII, through the Education Support Services Division (ESSD), will conduct a **Virtual First Quarter 2026 Coordination Meeting on the Review and Planning for Basic Education Facilities Fund (BEFF) Projects Implementation** on May 6, 2026, from 9:00 a.m. to 5:00 p.m.
2. The coordination meeting aims to assess the status of ongoing BEFF projects and to plan strategies for effective program implementation. The agenda shall include the following
  - a. Updates on the Basic Education Facilities Programs
  - b. Learning Continuity Spaces: Procurement Updates
  - c. Deadlines for the Submission of Various Requests from the Central Office
  - d. Presentation of Project Status Reports per Division
  - e. Project Implementation Status Report and Planned Activities
  - f. Discussion: Program Implementation Issues and Concerns
3. The official reporting templates shall be made available through the designated online drive. The virtual meeting link will be sent via the DepEd Engineers Group Chat.
4. Immediate dissemination of this memorandum is desired.

**MARIA INES C. ASUNCION**

Regional Director

ESSD/mss  
04/30/2026



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Enclosure No.1 to Regional Memorandum No. , s. 2026

### PROGRAM MATRIX

| <b>Time</b>           | <b>Activity</b>                                                                           | <b>Responsible Persons/RP</b>                                               |
|-----------------------|-------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------|
| May 6, 2026           |                                                                                           |                                                                             |
| 8:00 AM-9:30 AM       | Opening Program                                                                           |                                                                             |
|                       | National Anthem<br>Prayer                                                                 | AVP                                                                         |
|                       | Welcome Message<br>Acknowledgment of<br>Participants                                      | Edmund D. Mendoza, Ph.D.                                                    |
|                       | Message                                                                                   | Maria Ines C. Asuncion<br>Regional Director                                 |
| 9:30 AM- 10:00 AM     | Updates on Basic<br>Education Facilities<br>Programs for Caraga                           | Engr. Nehru Sarmiento<br>Caraga Area Manager                                |
| 10:00 AM -10:30 AM    | Deadlines for the<br>Submission of Various<br>Requests from the<br>Central Office         | Edmund D. Mendoza, Ph.D.<br>Engr. Mariel S. Sosmena                         |
| 10:30 – 11:00 AM      | Learning Continuity<br>Spaces: Procurement<br>Updates                                     |                                                                             |
| 11:00 AM – 12:00 Noon | Reporting of Status of<br>Project Implementation<br>Planned Activities/<br>Projects:<br>• | DepEd SDO Engineers<br>SGOD Chiefs                                          |
| 12:00 PM – 1:00 PM    | Lunch                                                                                     |                                                                             |
| 1:00 PM – 4:00 PM     | Continuation of the<br>report                                                             | DepEd Engineers                                                             |
| 4:00 PM- 4:45 PM      | Discussion on Issues<br>and Concerns on the<br>Program<br>Implementation                  | DepEd Central Engineers<br>DepEd Caraga Regional<br>Engineers<br>SGOD Chief |
| 4:45 PM – 5:00 PM     | Closing Remark                                                                            | Engr. Sherwin P. Viajar                                                     |