



Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY
Digos City



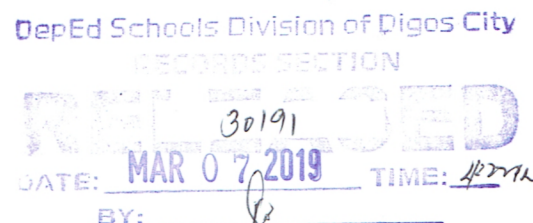
DIVISION MEMORANDUM
No. 203, s. 2019

March 7, 2019

Guidelines in the Review and Implementation of Non-DepEd Funded Infrastructure Projects and Partnership Projects in Public Schools

- To: **Chiefs, CID and SGOD**
Division Legal Officer
Division Engineer
Division Adopt-A-School Program Coordinator
Public Elementary and Secondary School Heads
All Others Concerned
1. In order to ensure the smooth and orderly implementation of Non-DepEd funded infrastructure projects in public schools, the following must be observed:
 - a. All infrastructure projects involving repair, rehabilitation and construction which shall be funded by donors or partners shall undergo a review process;
 - b. Program of works (POWs) for the project must be submitted to **Ms. Helen N. Franconas, Engineer III**, for review one (1) month before the implementation;
 - c. Memorandum of Agreement (MOA) or Memorandum of Understanding (MOU) shall be required prior to the implementation of the project. It shall be submitted to **Mr. Peter-Jason C. Senarillos, Division Adopt-A-School Coordinator** and reviewed by **Atty. Glein Mark L. Bodiongong, Division Legal Officer**.
 2. It is expected that all schools have already prepared their School Development Plan (SDP) as reference in the review of the projects. Those who have not prepared their School Development Plan are hereby directed to prepare the same as ready reference for school site development. All school heads shall submit copies of their SDPs to the Division Engineer.
 3. For your guidance and compliance.

WINNIE E. BATON, EdD
Officer in Charge
Office of the Schools Division Superintendent



Encls: None
References: DepEd 2010 Education Facilities Manual; RA 8525
To be indicated in the Perpetual Index under the following subjects:
GOVERNANCE PROJECT IMPLEMENTATION

GUIDELINES

PJSENARILLOS: Guidelines in the Review and Implementation of Non-DepEd Funded Infrastructure Projects and Partnership Projects in Public Schools
7 March 2019