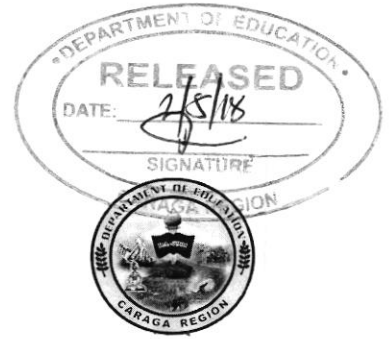




Republic of the Philippines  
DEPARTMENT OF EDUCATION  
Caraga Region XIII  
Butuan City



February 5, 2018

**REGIONAL MEMORANDUM:**

No. 076, s., 2018

**SUBMISSION OF MONTHLY STATUS REPORTS ON THE REPAIR AND  
CONSTRUCTION OF SCHOOL BUILDINGS UNDER BASIC EDUCATION  
FACILITIES FUND**

To: School Division Superintendents  
Division Engineers  
DepEd Project Engineers  
Physical Facilities Coordinators  
This Region

1. As per instruction by the Central Office, all status reports must be submitted to Education Facilities Division on or before every 25<sup>th</sup> of the month. The reports shall be prepared by the Division Engineers and DepEd Project Engineers to be submitted to the Regional Office for consolidation and will be submitted to the Central Office.
2. In line with this, all Division Engineers and DepEd Projects Engineers are required to submit soft copies (excel file) of the project status to the Region on or before the 20<sup>th</sup> of every month for consolidation by the Regional Office.
3. Immediate dissemination and compliance of this memorandum are highly desired.

  
BEATRIZ G. TORNO, Ph.D., CESO IV  
Regional Director 