



Republic of the Philippines
Department of Education
NEGROS ISLAND REGION

AUG 19 2025

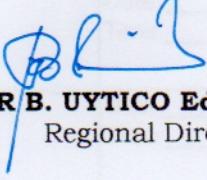
REGIONAL MEMORANDUM

No. 286, s. 2025

**COMPLETION OF SCHOOL INFORMATION FOR PROGRAMMING OF SCHOOL
BUILDING PROJECTS FOR FY 2026 AND SUCCEEDING YEARS**

To: Schools Division Superintendents
Division Engineers
All Others Concerned

1. Attached is a communication from the Education Facilities Division Central Office about the completion of school information for programming of school building projects for FY 2026 and succeeding years, for appropriate action.
2. Furthermore, all concerned engineers shall transmit the accomplished file to the OIC-Regional Engineer through email at kristinejoy001.fernandez@deped.gov.ph on or before **August 25, 2025**.
3. Immediate dissemination of and strict compliance with this Memorandum are desired.


RAMIR B. UYTICO EdD, CESO III
Regional Director

Encl.: As Stated
Reference/s: As Stated
To be indicated in the Perpetual Index
under the following subjects:

FACILITIES
PROJECTS
REPORTS
SCHOOLS

Kf/ESSD/ RM Completion of School Information..
062/August 18, 2025

FOR: ALL REGIONAL ENGINEERS, ALL DIVISION ENGINEERS, DEPED PROJECT ENGINEERS (COS ENGINEERS AND ARCHITECTS), AND OTHER CONCERNED STAFF

Good day, Engineers and Architects.

In preparation **for the programming of school building projects for FY 2026 and succeeding years**, the Education Facilities Division (EFD) respectfully requests your assistance in verifying the following for the schools listed in the attached matrix:

- 1. Availability of Buildable Space** – Confirm that there is adequate, and structurally suitable space within the school premises for new classroom construction.
- 2. Site Ownership** – Validate that the proposed site is owned by the Department of Education or is covered by appropriate legal documentation (e.g., Land Title, Deed of Donation, Usufruct Agreement), and is free from legal disputes or encumbrances.
- 3. Viability** – Ensure the site is accessible, secure, and not located in a no-build or geohazard-prone area.
- 4. Operational Readiness** – Verify that the school is functional, has active enrollment, and remains within the Department's priority areas for infrastructure investment.
- 5. Implementability of Proposed Scope** – Assess whether the proposed infrastructure scope (e.g., number of classrooms, school building type) is feasible given site conditions, actual needs and other relevant factors.
- 6. Soil Conditions** – Indicate whether any soil investigation has been conducted, or if the site presents conditions that may require additional geotechnical analysis (history of flooding or erosion).

This comprehensive validation will help reduce field validation time and ensure only viable, ready, and implementable projects are prioritized for infrastructure programming.

Kindly accomplish the attached matrix (<https://tinyurl.com/NewCon-Masterlist-Aug2025>) and/or submit relevant supporting documents (e.g., site photos, land ownership documents, school site map, soil test results if available) **within five (5) working days from receipt of this email. Please refer to the submission details below:**

1. The Division Engineer **shall download an offline copy of the file** (uploaded in the link) and shall fill out the required details.
2. The Division Engineer **shall transmit the accomplished file to the Regional Engineer** through email.
3. The Regional Engineer **shall consolidate all accomplished documents into one (1) file**, which will then be transmitted to the Central Office through email.
4. The Regional Engineer **shall send an email to DepEd CO – Education Facilities Division** at efd.papu@deped.gov.ph with the subject "NewCon-Masterlist-[Date]-[Region]".

We appreciate your continued support in advancing the Department's school infrastructure agenda.

Should you have any concerns or clarifications in this matter, you may coordinate with the **Education Facilities Division** at telephone number **8638-7110** or at email address, efd@deped.gov.ph.

For your strict compliance.