



Republic of the Philippines
Department of Education
NEGROS ISLAND REGION

MAR 23 2026

REGIONAL MEMORANDUM

No. 310, s. 2026

**REQUEST FOR SUBMISSION OF CALENDAR OF ACTIVITIES AND WEEKLY
MATERIALS ON CLASSROOM CONSTRUCTION INITIATIVES**

To: Schools Division Superintendents
All Others Concerned

1. This Office, through the Education Support Services Division (ESSD), disseminates the Memorandum from Hon. Fatima Lipp D. Panontongan, Undersecretary and Chief of staff, Office of the Secretary dated March 19, 2026, which is self-explanatory.
2. Immediate dissemination of and compliance with this Memorandum are desired.

RAMIR B. UYTICO EdD, CESO III
Regional Director

Encl.: None

Reference: As Stated

To be indicated in the Perpetual Index
under the following subject:

CLASSROOM

REQUESTS

MPJDP/ESSD/ Memorandum from CO dated March 19, 2026
_____/March 23, 2026



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Republic of the Philippines
Department of Education
OFFICE OF THE SECRETARY

MEMORANDUM

FOR : **Regional Directors**

ATTN : **Education Support Services Division Chief**

FROM : **ATTY. PATIMA LIPP D. PANONTONGAN**
Undersecretary and Chief of Staff

SUBJECT : **REQUEST FOR SUBMISSION OF CALENDAR OF ACTIVITIES AND WEEKLY MATERIALS ON CLASSROOM CONSTRUCTION INITIATIVES**

DATE : **March 19, 2026**

In line with the preparation of communication materials for classroom construction initiatives, we respectfully request the following:

1. Calendar of Activities

Please provide the schedule of activities for:

- a. Groundbreaking of classroom construction projects; and
 - b. Turnover ceremonies of completed classrooms.
- For activities scheduled this **March–April 2026**, submissions should be made **on or before Wednesday, March 25, 2026**.
 - Thereafter, please submit a **monthly calendar of activities on or before the 25th of the preceding month**.

2. Submission of Content

We likewise request the **weekly submission of content** (photos and videos) documenting the conduct of the above activities. Submissions should be made **every Thursday**.

3. Past Groundbreaking and Turnover Activities

We also request the submission of materials and relevant information on all classroom construction projects implemented from July 2024 to present, to be submitted **on or before Wednesday, March 25, 2026**.

Submissions may be made to Mr. Javier Laiz of the Office of the Secretary through email at javier.laiz@deped.gov.ph.

For your guidance and compliance.

JGG, JMC M Request for Submission of Calendar of Activities and Weekly Materials on Classroom Construction Initiatives
0116 – March 19, 2026