



Republic of the Philippines
 Department of Education
 CORDILLERA ADMINISTRATIVE REGION
 Wangal, La Trinidad, Benguet

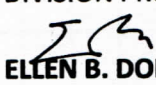


REGIONAL MEMORANDUM

010.2015

RELEASED
 JAN 19 2015

TO : SCHOOLS DIVISION SUPERINTENDENTS
 PHYSICAL FACILITIES COORDINATORS
 DIVISION PROJECT ENGINEERS/ARCHITECTS

FROM : 
ELLEN B. DONATO, Ed.D., CESO III
 Regional Director

SUBJECTS : **SUBMISSION OF 4th QUARTER REGIONAL MONITORING and EVALUATION SYSTEM (RPMES) REPORT and CY 2015 AGENCY PROGRAMS/PROJECT**

DATE : January 15, 2015

DEPED-CAR Time: _____

The Cordillera Regional Project Monitoring Committee (RPMC-CAR) is in the process of preparing the 2015 Monitoring Plan which is a list of priority agency programs/projects to be monitored/inspected during the year.

In this regard, please submit to this Office the hard and soft copies of the following:

1. Fourth Quarter 2014 RPMES Report for infrastructures and school furniture projects in PMC Form I-2.
2. CY 2015 Agency Programs/Projects for infrastructures and school furniture projects in PMC Form I-1.

The duly signed reports/updates should be sent to this Office on or before January 23, 2015 (please send the soft copies of the report in advance by e-mail at depedcarregional09@gmail.com and depedcaressd@gmail.com).

For strict compliance.

ESSD/AGB/CSW

Telephone Numbers:							
Office of the Director IV	-422-1318	Budget and Finance Division	-422-5155	Cash Section	-309-3017	Record Section	-309-3011
Fax Machine	-422-4074	Elementary Education Division	-422-7096	Physical Facilities Unit/ICT	-309-3011	Payroll Services Unit	-424-3991
Office of the Director III	-309-3013	Alternative Learning System	-422-5187	Regional Planning Unit	-309-1234	Special Services Division	-424-5161
Administrative Division	-422-1804	Secondary Education Division	-309-3014	Supply Unit	-422-2198	Commission on Audit	-422-7431

INITIAL PROJECT REPORT
Physical and Financial Targets for Capital Investment Programs/Projects
 Implementors : _____

(A) Name of Project (B) Location (C) Sector/Sub-Sector (D) Funding Source (E) Force Account/Pakyaw/Name of Contractor (F) Project Schedule	Total Project Cost (2)	CY _____ PHYSICAL/FINANCIAL TARGET													
		Jan (3)	Feb (4)	Mar (5)	Apr (6)	May (7)	June (8)	July (9)	Aug (10)	Sept (11)	Oct (12)	Nov (13)	Dec (14)	Total (15)	
1.	FS % OI EG														
2.	FS % OI EG														
3.	FS % OI EG														
4.	FS % OI EG														
FS - Financial Schedule		% - Overall Physical Target in Percent			OI - Output Indicator/Target			EG - Employment Generated							

Prepared by: _____
 Designation : _____
 Date: _____

Noted: _____
 Agency Head _____

**TITLE: INITIAL PROJECT REPORT (PMC FORM I-1)
PHYSICAL AND FINANCIAL TARGETS FOR CAPITAL INVESTMENT PROGRAMS/PROJECTS**

PURPOSE: This report is used to record the basic information on capital investment programs/projects that are being implemented by the agency, GOCC or LGU. It will contain such information as name of project, funding source, location, total project cost, project schedule, mode of implementation and the physical and financial targets for the year.

RESPONSIBILITY: Implementing Agencies/GOCCS/LGUs

FREQUENCY: To be submitted at the beginning of the year or at the start of the project and updated annually for multi year projects

SUBMISSION DATE: After the project has been bidden or awarded/contracted out or at the start of the project.

DISTRIBUTION: 1 copy - Project Monitoring Committee

IMPLEMENTOR: Name of Agency/GOCC/LGU that implements the project .

For **Column (1)**, indicate the following:

(A) Name of Project - Title of project as found in the approved program of work, loan or grant agreement. For reporting of subprojects (i.e., contracts, components) indicate reference to mother project title

(B) Location - Barangay/municipality/city/province/region where project is implemented

(C) Sector-Sub-sector - Refers to the sector and sub-sector of the project (e.g., infrastructure - roads; social development - education; agriculture - crops, etc) refer to Annex C for sector/sub-sector listing

(D) Funding Source - Indicate source of fund for the project, whether: Internal Revenue Allotment Share, Calamity Fund, National Government Appropriations, Corporate Funds of GOCCs, Foreign Assisted Loan or Grant (e.g., ADB, WB, OECF, JICA, etc.)

(E) Force Account/Pakyaw/Name of Contractor - Indicate whether project work will be implemented by force account, pakyaw or if by contract, state name of contractor

(F) Project Schedule (Start/End) - Month, day and year the project is expected to start and to be completed

Columns (3-14) - Correspond to the physical and financial targets for the twelve (12) months of the year. For these columns, indicate the following:

Financial Schedule (Php '000) - Amount programmed for activities scheduled for implementation for the month;

Physical Targets in Percent (%) - Equivalent target in percent (as a percentage of total project) for implementation for the month;

Output Indicator/Targets - Indicate selected major activities/milestone (at most 5) where accomplishment is to be measured expressed in terms of physical units (e.g., hectares to be irrigated, number of classrooms to be constructed, kilometers of roads to be constructed, trainings to be conducted, children to vaccinated, etc.) with corresponding targets for the month; and

Employment Generated (in man-days) - Employment targeted to be generated by the project, expressed in man-days for the month.

Columns 15 (Total) - Represents the total targets (sum of column 3-14) for the calendar year.

At the end of report, indicate the **NAME, DESIGNATION** and **OFFICE** of the person who prepared the report and the **DATE** the report was prepared. Said report should be noted by the Head of Agency at that given level.