



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region XI
DIGOS CITY DIVISION
Digos City



DIVISION MEMORANDUM

No. 322 , 2017

TO : Felzev Lloyd C. Sayson
Schools Division Focal Person for School Sites

FROM ✓ : FELICIANO A. TAMONDONG, Jr., EdD, CESO VI
Asst. Schools Division Superintendent
OIC – Office of the SDS

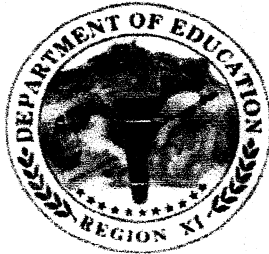
RE : Meeting of All Schools Division Focal Persons
For School Sites

DATE : May 18, 2017

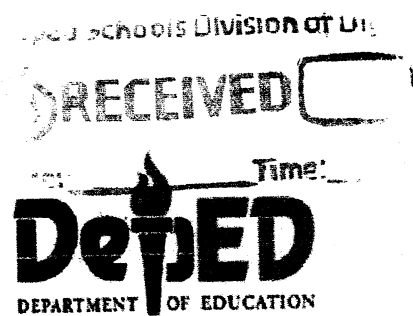
1. Per Regional Memorandum No. 122, s., 2017, dated May 10, 2017, re: Meeting of All Schools Division Focal Persons for School Sites, you are hereby directed to attend the meeting with the representative from the Sites Titling Office, DepEd Central Office, Pasig City on May 25, 2017 at the Walingwaling Hall, DepEd Regional Office XI, F. Torres St., Davao City.
2. Moreover, you are directed to bring the following documents necessary for the titling of such school sites:
 - a) Copy of the Deed of Donation
 - b) Original copy of owner's duplicate of TCT/OCT
 - c) Copy of Approved Survey Plan
 - d) Certified true copy of Tax Declaration
 - e) Certificate of no tax delinquency
 - f) Transfer Tax
 - g) BIR Clearance
 - h) DAR clearance (if agricultural land/camotal land)
3. Free lunch and snacks will be served during the meeting.
4. Travel and incidental expenses shall be charged to the Division MOOE subject to the usual accounting and auditing rules and regulations.
5. For strict compliance.

DepEd Schools Division Office

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Date: 18 MAY 2017 Time: 10:43
By: f



Republika ng Pilipinas
KAGAWARAN NG EDUKASYON
REHIYON XI
Lungsod ng Dabaw
Tanggapang Panrehiyon




Address: F. Torres Street, Davao City
Tel. Nos. (082) 291-1665; 221-6147; 225-0816; 227-0941; 224-0468; 225-8495; 227-1102; 291-1738; 222-2653

REGIONAL MEMORANDUM
No. 122, s. 2017

May 10, 2017

TO : ALL SCHOOLS DIVISION SUPERINTENDENTS
FOCAL PERSONS FOR SCHOOL SITES

FROM : 
ATTY. ALBERTO T. ESCOBARTE, CESO III
Director IV

SUBJECT : MEETING OF ALL SCHOOLS DIVISION
FOCAL PERSONS FOR SCHOOL SITES

Pursuant to Regional Memorandum No. 369, s. 2016 (Titling of Existing School Sites Donated to DepEd) dated December 22, 2016 from this Office (copy of which is attached), directing all Schools Division Superintendents to identify the school sites donated to DepEd but not yet transferred in the name of the Department, all focal persons for school sites are hereby directed to attend a meeting with the representative from the Sites Titling Office, DepEd Central Office, Pasig City on May 25, 2017 at the Waling-waling Hall, DepEd Regional Office XI, F. Torres Street, Davao City.

In this regard, all participants during the said meeting are hereby directed to bring the following documents necessary for the titling of such school sites:

- a. Copy of the Deed of Donation
- b. Original copy of owner's duplicate of TCT/OCT
- c. Copy of Approved Survey Plan
- d. Certified true copy of Tax Declaration
- e. Certificate of no tax delinquency
- f. Transfer tax
- g. BIR clearance
- h. DAR clearance (if agricultural land/camotal land)

Lunch and two (2) snacks will be served during the said meeting which shall be charged to the Regional Office, subject to the usual accounting and auditing rules and regulations.

Immediate dissemination of and compliance with this Memorandum is directed.

Reference: Memorandum dated December 12, 2016
from Atty. Alberto T. Muyo
Regional Memorandum No. 369, s. 2016

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

SCHOOL SITES MEETINGS

Legal/ORD6

DEPARTMENT OF EDUCATION
RECORDS SECTION
RELEASED
