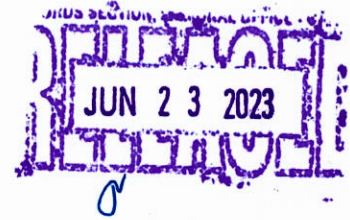




Republic of the Philippines
Department of Education
CARAGA REGION



June 22, 2023

REGIONAL MEMORANDUM

No. 0562 s. 2023

To: SCHOOLS DIVISION SUPERINTENDENTS
DIVISION LEGAL OFFICERS/DESIGNATES
This Region

2nd QUARTER FORMAL MEETING AND CHILD PROTECTION LEARNERS
HANDBOOK FINALIZATION OF REGIONAL/DIVISION LEGAL STAFF

1. The Department of Education Caraga Administrative Region, Office of the Regional Director, Legal Unit will conduct the 2nd QUARTER FORMAL MEETING OF REGIONAL/DIVISION LEGAL STAFF on July 5-6, 2023 at Surigao City Division.

2. The Agenda are the following:

- a. Report/Update of all Administrative Complaints and Cases against DepEd Teaching and Non-teaching Personnel filed from July 1, 2022, to March 31, 2023. (DepEd Memo from the Office of the Secretary dated March 30, 2023)
- b. Overview of School Titling Issues and Concern
- c. Update for the Finalization of the Learner's Protection Policy Handbook.
- d. Update Report of PAAC and 8888 Complaints
- e. Other Matters

3. Participants are the following:

Name	Designation	Division/Region
1. Maria Ines C. Asuncion	Regional Director	Regional Office
2. Pedro T. Escobarte Jr.	Assistant Regional Director	Regional Office
3. Marilou B. Dedumo	Schools Division Superintendent	Surigao City
4. Atty. Jose B. Guibone	Attorney IV	Regional Office
5. Atty. Jessa D. Mangadlao-Miolata	Attorney III	Regional Office
6. Atty. Marjorie Leigh Llano	Attorney III	Butuan City
7. Atty. Carlito B. Ranoco	Attorney III	Agusan del Sur
8. Atty. Vivaniño B. Barrios	Attorney III	Surigao City
9. Atty. Kristine Felva P. Licup	Attorney III	Bislig City
10. Atty. Joseph Eric O. Lumactod	Attorney III	Surigao del Sur
11. Atty. Mellicent C. Lianza	Attorney III	Surigaodel Norte



Address: J.P. Rosales Avenue, Butuan City
Trunkline No: (085) 225-1151
Telefax No: (085) 342-5969
Email: caraga@deped.gov.ph
Website: <https://caraga.deped.gov.ph/>



2023-06-08803

Doc. Ref. Code	RO-ORD-F007	Rev	00
Effectivity	02.01.23	Page	1 of 2

12. Atty. Klaire Ciarra G. Sangco-Galavia	Attorney III	Dinagat Islands
13. Atty. Ronald C. Lara	Attorney III	Agusandel Norte
14. Atty. Jeddah May C. Nangcas	Attorney III	Siargao Islands
15. Perna L. Tejano	Designate Legal Officer /AO	Tandag City
16. Jill A. Marcellones	Designate Legal Officer /AO	Cabadbaran City
17. Lucille H. Madelo	Designate Legal Officer /AO	Bayugan City
18. Elizalde G. Bernales	Special Investigator II	Regional Office
19. Maria Paulita S. Lomonsod	Legal Assistant II	Regional Office
20. Denisa O. Lindog	Administrative Assistant I	Regional Office
21. Jez Marie R. Macuno	PDO II	Regional Office
22. Ellen Grace Evangelio	CPU Regional Coordinator	Regional Office
23. Angelyn B. Acuña	Program Management Team	Surigao City
24. Shielly V. Rejuso	Program Management Team	Surigao City
25. Chito P. Jordan	Program Management Team	Surigao City

4. All expenses covered including **Travel Expenses** chargeable against Regional and Division MOOE Funds including one day before and after of the said activity, following the COA rules and regulations. The activity will start on July 5, with Lunch, and will end on July 6, with afternoon Snacks and check out at the 5:00 p.m., from the venue and accommodation.

5. Immediate dissemination to all concerned is highly enjoined.

MARIA INES C. ASUNCION

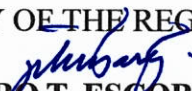


Director III

Officer In-Charge

Office of the Regional Director

BY THE AUTHORITY OF THE REGIONAL DIRECTOR


PEDRO T. ESCOBARTE JR. -CESO V

Assistant Regional Director

Encls.: DepEd Memo from the Office of the Secretary dated March 30, 2023
Reference: DepEd Memorandum from Under Secretary of Legal Affairs re:
SURVEYING, TITLING OF SCHOOL SITES AND REGISTRATION OF SPECIAL
PATENTS IN THE REGISTRY OF DEEDS.

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

2nd QUARTER MEETING

CHILD PROTECTION POLICY PROGRAM



Republic of the Philippines
Department of Education
Legal and Legislative Affairs

MEMORANDUM

TO : ALL REGIONAL DIRECTORS

ATTENTION : SCHOOLS DIVISION SUPERINTENDENTS

FROM : JOSE ARTURO C. DE CASTRO, J.D., LL.M., J.S.D.
Undersecretary for Legal and Legislative Affairs
AMANDA MARIE F. NOGRALES, J.D.
Assistant Secretary for Legal and Legislative Affairs

SUBJECT : SURVEYING, TITLING OF SCHOOL SITES, AND REGISTRATION OF SPECIAL PATENTS IN THE REGISTRY OF DEEDS

DATE : FEB 09 2023

To support the efforts of the DepEd field offices in securing absolute ownership of untitled school sites, the Legal and Legislative Affairs (LLA), through the Sites Titling Office (STO), will be providing financial assistance to Schools Division Offices (SDOs) with school sites needing funds for survey and titling.

In preparation for the downloading of funds for surveying, titling of school sites, and registration of approved Special Patents, and in order to determine the amount that will be downloaded to SDOs, the request for funds must be submitted by SDOs through their respective Regional Offices (ROs) to LLA **on or before March 15, 2023.**

The SDOs are reminded that their respective requests should be ready for implementation this year taking into consideration the validity of the funds to be downloaded. Thus, the SDOs, with the assistance of the school heads, are directed to conduct an inventory of public elementary and secondary school sites within its area of jurisdiction needing surveying and titling, including school sites with approved Special Patents transmitted to the Registry of Deeds (RoD) for registration. The SDOs, with the assistance of the concerned school heads, are advised to do the following prior to submission of the fund requests:

1. Identify school sites needing segregation/subdivision survey and titling with complete documents;
2. Coordinate with the concerned RoD to identify the requirements and the cost for the transfer of title to determine the amount for transfer of title as basis for the request for funds;

3. Coordinate with the Department of Environment and Natural Resources-Community Environment and Natural Resources Office (DENR-CENRO) to determine the requirements and the cost for the conduct of survey of the concerned school sites. If DENR-CENRO cannot conduct the survey, the SDOs are advised to inquire the cost of the survey in their area as basis for the amount to be requested for surveying; and
4. Coordinate with the DENR-Provincial Environment and Natural Resources Office (PENRO) for the list of approved Special Patents issued to public school sites that have been transmitted to RoD for registration. Likewise, confirm with DENR-PENRO, the said list together with a request on the corresponding amount to be paid for registration.

The funds to be requested by the SDOs should cover the costs for titling, surveying, registration of approved Special Patents, and incidental expenses such as transportation expenses. The fund request shall be supported by a Complete Staff Work with basis of the amount being requested.

Attached hereto is the template to be used by ROs and SDOs in the submission of its respective fund requests for survey and titling of school sites, and registration of approved Special Patents transmitted to RoD.

For any clarification, please contact Mr. Sobair Bato of the Sites Titling Office at the following contact details: (02) 8637-3743 and sto@deped.gov.ph

For information and guidance.

