



Republic of the Philippines
Department of Education
CARAGA REGION



May 10, 2021

REGIONAL MEMORANDUM
No. 279, s. 2021

To: SCHOOLS DIVISION SUPERINTENDENTS
ASSISTANT SCHOOLS DIVISION SUPERINTENDENTS
ALL CONCERNED
This Region

**DISSEMINATION OF VARIOUS ISSUANCES AFFECTING SCHOOL SITES FROM
THE OFFICE OF THE ASSISTANT SECRETARY FOR LEGAL AFFAIRS**

1. The field is hereby informed of the following various issuances from the Office of the Assistant Secretary for Legal Affairs pertaining to School Sites for immediate compliance, to wit:
 - a. **Submission of Requests for Acquisition of New School Sites;**
 - b. **Submission of Requests for Funds for Survey, Titling of School Sites, and Registration of Special Patents Transmitted to the Registry of Deeds; and**
 - c. **Reiteration on the Submission of School Sites Cases pending in Courts.**
2. Schools Division Offices are directed to comply with the foregoing requirements to ensure that any interests of the Department of Education in the School Sites are adequately protected, sites ownership are affirmed and perfected in accordance with the law.
3. Please be guided accordingly.

EVELYN R. FETALVERO, PhD., CESO IV
Director IV

Encls.:NONE

Reference: Deped Memorandum dated March 1 and 2, 2020



Address: J.P. Rosales Avenue,
Butuan City
Trunkline No: (085) 342-8207
Telefax No: (085) 342-5969
Email: caraga@deped.gov.ph



2021-05-5527

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

MEMORANDUM	REGISTRATION	SCHOOL SITE	TITLING
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ASD/jbr
5/10/2021

RELEASED 02377

By: [Signature] Date: APR 13 2021

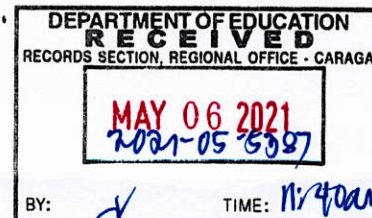


Republic of the Philippines

Department of Education

Office of the Assistant Secretary for Legal Affairs

Sites Titling Office



MEMORANDUM

TO : ALL REGIONAL DIRECTORS

ATTENTION: SCHOOLS DIVISION SUPERINTENDENTS

FROM : [Signature] ATTY. ALBERTO T. ESCOBARTE, CESO III
Assistant Secretary

SUBJECT : Reiteration on the Submission of School Sites Cases pending in courts

DATE : March 2, 2021

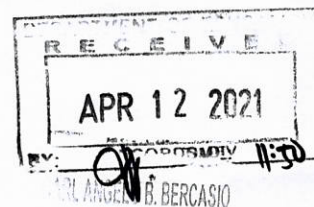
In view of the growing number of cases involving public school sites and to ensure that the Office of the Assistant Secretary for Legal Affairs through the Sites Titling Office (STO) have an updated, consolidated, and complete data of cases involving public school sites, this Office reiterates its Memorandum dated August 20, 2019 regarding the submission of list of cases handled by the Office of the Solicitor General (OSG) and DepEd lawyers deputized by OSG.

As stated in the above-mentioned Memorandum, the request for submission of the list of cases is aimed to monitor the status of the school sites cases handled by the OSG and DepEd deputized lawyers through coordination with the OSG and for the planning and programming of the STO.

In view of this, you are hereby requested to submit the list of school sites cases within your respective area of jurisdiction that are pending in court and those decided with finality. Please use the enclosed template hereto attached as Annex "A" for the submission of the said list **on or before April 30, 2021.**

For clarifications, please coordinate with the Sites Titling Office through telephone no. (02) 637-3743 or email at sto@deped.gov.ph.

For compliance and guidance.





Republic of the Philippines
Department of Education
Office of the Assistant Secretary for Legal Affairs

Sites Titling Office

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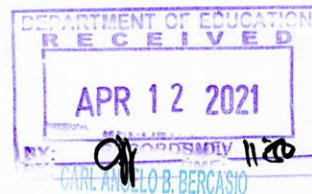
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Schools Division Superintendent

DEPARTMENT OF EDUCATION
RECORDS DIVISION

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By: [Signature] Date: APR 13 2021

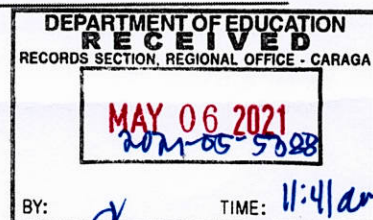


Republic of the Philippines

Department of Education

OFFICE OF THE ASSISTANT SECRETARY FOR LEGAL AFFAIRS
DEPED COMPLEX, MERALCO AVENUE, PASIG CITY

Sites Titling Office



MEMORANDUM

TO : ALL REGIONAL DIRECTORS

ATTENTION : SCHOOLS DIVISION SUPERINTENDENTS

SUBJECT : SUBMISSION OF REQUESTS FOR ACQUISITION
OF NEW SCHOOL SITES

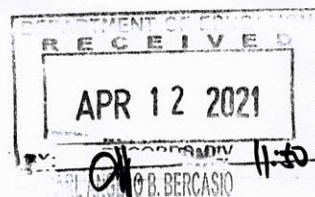
DATE : March 01, 2021

This is to reiterate the Memorandum dated February 12, 2020 on the submission of fund requests for acquisition of new school sites to address congestion and safety issues in public schools.

It may be noted that there are Schools Division Offices (SDOs) that requested fund requests for acquisition of new school sites in CY 2019 and 2020, however, to this date, they have not submitted and/or completed the documentary requirements for acquisition of new sites. To facilitate the immediate downloading of funds for acquisition of new sites to address congestion and safety issues, you are hereby requested to submit the complete documentary requirements as indicated in the above-mentioned Memorandum. Previous requests for acquisition shall be prioritized if complete documentary requirements are completed and submitted on or before April 15, 2021. While, new fund requests with complete documentary requirements shall be submitted on or before May 31, 2021.

Regional Offices may request technical assistance from the Sites Titling Office on the process of acquisition of new school sites.

For SDOs with school sites cases that already attained finality or with Decision from the Courts ordering/directing the Department to pay the compensation of the value of the school site, you are likewise directed to submit your requests for funds for the payment of the school sites after the determination by the court of the value of the property.





Republic of the Philippines

Department of Education

OFFICE OF THE ASSISTANT SECRETARY FOR LEGAL AFFAIRS
DEPED COMPLEX, MERALCO AVENUE, PASIG CITY

Sites Titling Office

MEMORANDUM

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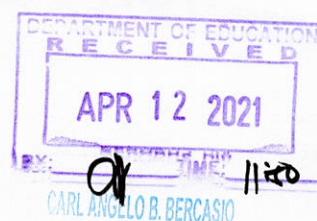
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For clarifications, please call Sites Titling Office at the following contact details: (02) 637-3743
and sto@deped.gov.ph

For your information and please be guided accordingly.



ATTY. ALBERTO T. ESCOBARTE, CESO III
Assistant Secretary

DEPARTMENT OF EDUCATION
RECORDS DIVISION

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By: *[Signature]* APR 13 2021

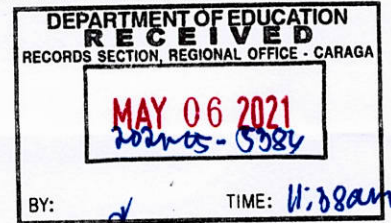


Republic of the Philippines

Department of Education

OFFICE OF THE ASSISTANT SECRETARY FOR LEGAL AFFAIRS

Sites Titling Office



MEMORANDUM

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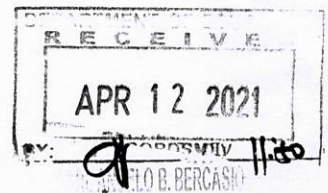
SUBJECT : SUBMISSION OF REQUESTS FOR FUNDS FOR
SURVEY, TITLING OF SCHOOL SITES, AND
REGISTRATION OF SPECIAL PATENTS
TRANSMITTED TO REGISTRY OF DEEDS

DATE : March 01, 2021

In preparation of the downloading of funds for FY2021 for survey, titling of school sites, and registration of special patents, and in order for the Sites Titling Office (STO) to prioritize properly and determine the amount that will be downloaded to SDOs, request for funds by SDOs must be submitted through their respective regional offices (ROs) to the Office of the Assistant Secretary for Legal Affairs through STO on or before **March 31, 2021**.

The SDOs are advised that their respective requests should be ready for implementation in FY 2021. Thus, the SDOs are directed to go over public elementary and secondary school sites within its area of jurisdiction needing survey and titling with assistance of the school heads, and those school sites with approved special patents by DENR-Provincial Environment and Natural Resources Office (PENRO) that are transmitted to the Register of Deeds (RoD) for registration. The SDOs are likewise advised to undertake the following initial actions before submitting their requests:

1. Coordinate with the RoD within their area to find out the requirements and the cost for the transfer of title to determine the amount to be requested for transfer of title;
2. Coordinate with the Department of Environment and Natural Resources-Community Environment and Natural Resources Office (DENR-CENRO) to find out the requirements and the cost for the conduct of survey of the school site concerned. If DENR-CENRO cannot conduct the survey, the SDOs are advised to inquire with a geodetic engineer on the estimate amount of survey; and





Republic of the Philippines
Department of Education

OFFICE OF THE ASSISTANT SECRETARY FOR LEGAL AFFAIRS

Sites Titling Office

MEMORANDUM

TO : ALL REGIONAL DIRECTORS

ATTENTION : SCHOOLS DIVISION SUPERINTENDENTS

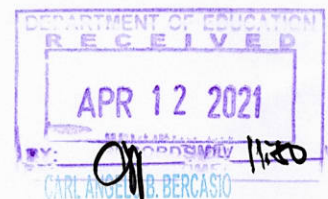
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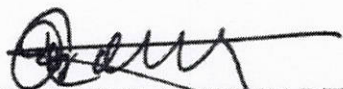
3. Coordinate with the DENR-PENRO for the list of approved special patents issued to public school sites that have been transmitted to RoD for registration, and confirm the list from the latter with a request on the corresponding amount to be paid for registration.

The funds to be requested by the SDOs shall cover only the titling and surveying costs, and the fees to be paid for the registration of approved special patents, excluding other incidental expenses.

Attached is the template to be used by ROs and SDOs in the submission of their respective requests for survey, titling of school sites, and registration of special patents.

For clarifications, please call Sites Titling Office at the following contact details: (02) 637-3743 and sto@deped.gov.ph

For your information and please be guided accordingly.



ATTY. ALBERTO T. ESCOBARTE, CESO III
Assistant Secretary

(Survey and Titling of School Sites and Registration of Special Patents)

Division: _____

Approved by:

Signature over Printed Name & Designation

Schools Division Superintendent