



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region V(Bicol)
SCHOOLS DIVISION OFFICE OF CATANDUANES
Virac, Catanduanes

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RELEASED

Division of Catanduanes

SECTION

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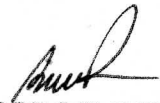
February 14, 2018

Division Memorandum
No. 40 s. 2018

**REITERATING SUBMISSION OF COPIES OF OWNERSHIP DOCUMENTS OF PUBLIC
ELEMENTARY AND SECONDARY SCHOOL SITES**

To: Public Schools District Supervisor
Elementary & Secondary Schools Principals
Chief Education Supervisor, SGOD
Division Attorney III
Division Engineer III
All others concerned

1. This is to reiterate submission of copies of ownership documents of Public Elementary and Secondary School sites per **DepEd Memorandum** dated April 4, 2016 and **DM-LA/STO-2018-002**. This is to complete the updating of the database of schools site ownership.
2. School sites that have no ownership documents available are advised to coordinate with the **Municipal Assessor's Office, DENR-CENRO, Land Registration Authority (LRA) and respective Registry of Deeds** on the availability of ownership documents.
3. For issues requiring legal opinions/assistance/activities, please contact **Atty. Tito M. Tonio III** of the OSDS, at telephone # **(052) 811-40-63**.
4. For guidance and strictly compliance.


SOCORRO V. DELA ROSA, CESO VI
Schools Division Superintendent