



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



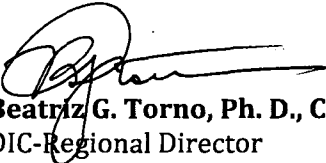
**REGIONAL MEMORANDUM**

No. **204-2016**

JUL 28 2016

DATE : July 25, 2016

TO : Schools Division Superintendents  
 Divisions' Legal Officers / Administrative Officers  
 Regional Task Force on School Sites Titling  
 Divisions' Physical Facilities Coordinator  
 Region I Representatives  
 All others concern

From :   
 Beatriz G. Torno, Ph. D., CESO IV  
 OIC-Regional Director

SUBJECT : Planning and Workshop of the Regional Task Force on School Sites Titling and Regional Office ICT Unit for the upgrading of the LSIS 1.0 to LSIS 2.0.

1. The Legal Unit under the Office of the Regional Director will conduct a Planning and workshop of the Regional Task Force on School Sites Titling and Regional Office ICT Unit for the upgrading of the LSIS 1.0 to LSIS 2.0 on August 04, 2016 at 8:00 A.M. at SNC Hall, DepEd-CAR, Wangal, La Trinidad, Benguet.
2. The objectives of the activity are as follows:
  - a. review and evaluate the 2016-2019 Division Action Plan / Strategies on School Site Titling
  - b. submission and reporting of updated inventory of school sites
  - c. plan for the inclusion and implementation of School Site Titling Report in the LSIS 2.0
  - d. ensure the effective and efficient use of the database system (LSIS) by the personnel concerned
  - e. benchmark of the representatives from Region I for possible adaptation of the LSIS system in their region;
3. Participants to the said activity are the following:

Office/Section/Unit	Number of Participants
Regional Director	1
Assistant Regional Director	1
Legal Unit	4
ICT Unit	2
ESSD (Members of Regional Task Force on School Sites Titling)	2
Division's Legal Officers / Administrative Officers	8
Division's Physical Facilities Coordinators	8
Region I Representatives	3
<b>Total</b>	<b>29</b>

4. Participants are advised to bring laptop and soft and hard copy of the updated inventory of school sites within their respective division.
5. Travel expenses shall be charged to local funds subject to the existing DepEd and Commission on Audit (COA) rules and regulations.
6. Schools Division Offices shall submit the updated inventory of school sites together with the names of the participants ***not later than August 2, 2016.***
7. For immediate dissemination and compliance.

ORD/LU/VBF/scl