

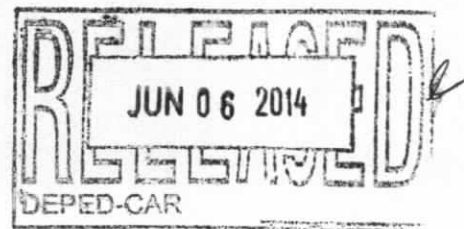


Republic of the Philippines  
 Department of Education  
 CORDILLERA ADMINISTRATIVE REGION  
 Wangal, La Trinidad, Benguet



**REGIONAL MEMORANDUM**

No. 096.2014



DATE : June 6, 2014

TO : **Schools Division Superintendent and School Site Coordinator**

From : *EBD*  
**Ellen B. Donato, Ed.D., CESO III**  
 Director IV

SUBJECT : **Status and Updates on School Site Titling**

This is to request update as to the status of all school sites within your jurisdiction. Transmit the required data through the official e-mail not later than June 12, 2014. Please follow the sample format as follows:

Name of Public School	Land Area (Sq.M.)	With Title/ Pres. Proc/ Special Patent	With Tax Declaration	With Deed of Donation	Submitted to the DENR for processing	Remarks
<b>Elementary/ Primary School</b>						
1. AAA	10,000	x				
2. BBB	5,000		x	x		With pending case
3. CCC	2,000		x	x	x	
4. DDD	500			x	x	With adverse claim
<b>Secondary Schools</b>						
1. AAA	15,000		x	x		Within Ancestral Domain/Title

**NOTE: Indicate (x) whichever is applicable. Other important information should be indicated under "remarks".**

For your guidance and compliance.

Telephone Numbers:

Office of the Director IV	-422-1318	Budget and Finance Division	-422-5155	Cash Section	-309-3017	Record Section	-309-3015
Fax Machine	-422-4074	Elementary Education Division	-422-7096	Physical Facilities Unit/ICT	-309-3011	Payroll Services Unit	-424-3993
Office of the Director III	-309-3013	Alternative Learning System	-422-5187	Regional Planning Unit	-309-1234	Special Services Division	-424-5167
Administrative Division	-422-1804	Secondary Education Division	-309-3014	Supply Unit	-422-2198	Commission on Audit	-422-7434