



Republic of the Philippines
Department of Education
Region VII, Central Visayas
SCHOOLS DIVISION OF NEGROS ORIENTAL
Capitol Area, Dumaguete City

DIVISION MEMORANDUM

No. 17, s. 2018

To : Chiefs, SGOD and CID
Public Schools District Supervisors/ District-in-Charge concerned and
Elementary and Secondary School Heads concerned

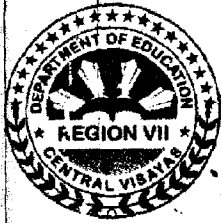
From : **SALUSTIANO T. JIMENEZ, CESO VI**
Assistant Regional Director
Concurrent OIC – Office of the Schools Division Superintendent
1/29/18

Subject : **SUBMISSION OF LIST OF SCHOOL'S REQUEST OF FUNDING
ALLOCATION FOR SURVEY AND TITLING OF SCHOOLS SITES IN THE
NAME OF THE DEPARTMENT OF EDUCATION (DEPED)**

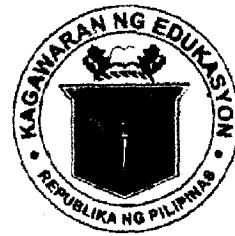
Date : January 29, 2018

1. In line with the mandate of the Department of Education (DepEd) to have the school sites surveyed and titled in the name of the Department of Education (DepEd), personnel from the Sites Titling Office (STO) of the Central Office will be validating and monitoring school sites for survey and titling on March 1, 2018 (*Regional Office*) for possible funding allocation for CY 2018.
2. In this regard, all districts are directed to submit to the EFS Section on or before February 23, 2018 the list of schools which are ready for surveying and titling of their school lots, these schools are those that can secure or has secured the following documents pertaining to their school site ownership:
 - a) Copy of the Deed of Donation
 - b) Original copy of the owner's duplicate of the TCT/ OCT
 - c) Copy of the Approved Survey Plan
 - d) Certified true copy of Tax Declaration
 - e) Certificate of no tax delinquency
 - f) Transfer tax
 - g) BIR clearance
 - h) DAR clearance (if agricultural land/ camotal land)
3. The submitted list will be our basis for the request of funding allocation for survey and titling to the Central Office.
4. All schools are informed that starting CY 2019 only schools which has an approved ownership document will be prioritized for allocation of projects.
5. For strict compliance.

01 FEB 2018



REPUBLIKA NG PILIPINAS
REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG EDUKASYON
DEPARTMENT OF EDUCATION
REHIYON VII, GITNANG VISAYAS
REGION VII, CENTRAL VISAYAS
Sudlon, Lahug, Cebu City



D: 1/25/18

JAN 23 2018

REGIONAL MEMORANDUM
No. 0046

UPDATE ON UTILIZATION OF FUNDS FOR TRANSFER OF OWNERSHIP (SURVEY AND TITLING)
AND SPECIAL PATENT REGISTRATION

To: All Schools Division Superintendents
Officers-in-Charge of Schools Divisions

1. This Office has received an e-mail from Ms. Charlotte Sarmiento, Administrative Officer V, Sites Titling Office, DepEd Central Office requesting for updates on the utilization of funds for transfer of ownership (survey and titling) and special patent registration. Ms. Sarmiento had also informed this Office that she had e-mailed your respective focal persons on January 12, 2017 regarding this matter
2. In view hereof, please submit the required report to Ms. Sarmiento at charlotte.sarmiento@deped.gov.ph copy furnished this Office @ region7@deped.gov.ph **on or before January 24, 2017.**
3. For immediate compliance.

Juliet A. Jeruta
JULIET A. JERUTA
Director III
OIC-Regional Director

JALJEB/CJMM

Office of the Director (ORDir), Tel. Nos.: (032) 231-1433; 231-1309; 414-7399; 414-7325; Office of the Assistant Director, Tel. No.: (052) 255-4542
Field Technical Assistance Division (FTAD), Tel. Nos.: (032) 414-7324 Curriculum Learning Management Division (CLMD), Tel. Nos.: (032) 414-7323
Quality Assurance Division (QAD), Tel. Nos.: (032) 231-1071 Human Resource Development Division (HRDD), Tel. No.: (032) 255-5239
Education Support Services Division (ESSD), Tel. No.: (032) 254-7062 Planning, Policy and Research Division (PPRD), Tel. Nos.: (032) 233-9030;
414-7065 Administrative Division, Tel. Nos.: (032) 414-7326; 414-4367; 414-7366; 414-7322; 414-4367
Finance Division, Tel. Nos.: (032) 256-2375; 253-8061; 414-7321

"EFA 2015: Karapatan ng Lahat, Pananagutan ng Lahat"



CLEOFE JANE MONTENEGRO <cleofe.montenegro@deped.gov.ph>

Fwd: R7_Update on Utilization of Funds for: Transfer of Ownership (Survey and Titling) and Special Patent Registration

1 message

LJ Babatuan <lesliejoie@gmail.com>

Thu, Jan 18, 2018 at 2:43 PM

To: CLEOFE JANE MONTENEGRO <cleofe.montenegro@deped.gov.ph>

Ma'am Jane,

Got this email from Central Office. Pwde ra pa-make ug memo asking for update on the utilization of funds for survey and transfer of ownership of school sites? Request for feedback within 5 days. Thanks.

----- Forwarded message -----

From: **Charlotte T. Sarmiento** <charlotte.sarmiento@deped.gov.ph>

Date: Wednesday, January 17, 2018

Subject: Fwd: R7_Update on Utilization of Funds for: Transfer of Ownership (Survey and Titling) and Special Patent Registration

To: lesliejoie@gmail.com

Cc: Daday Ladroma-Condontol Guillen <noime.guillen@deped.gov.ph>, ncguillen20012002@yahoo.com

Atty. Babatuan,

Good day!

Kindly refer to the email forwarded to focal persons of SDOs last January 12, 2018 regarding the utilization of funds downloaded by Sites Titling Office for survey & transfer of ownership and registration of special patents.

Thank you.

Charlotte Sarmiento

Administrative Officer IV

Sites Titling Office, **Department of Education Central Office**

p: +632 637 3743 m: +639175837196

f: +632 631 8491

a: 3/F Mabini Building, DepEd Complex, Meralco Ave., Pasig City 1600

w: www.deped.gov.ph/ e: charlotte.sarmiento@deped.gov.ph

"No man will make a great leader who wants to do it all himself or to get all the credit for doing it."

- Andrew Carnegie

----- Forwarded message -----

From: **Charlotte T. Sarmiento** <charlotte.sarmiento@deped.gov.ph>

Date: Fri, Jan 12, 2018 at 11:28 AM

Subject: R7_Update on Utilization of Funds for: Transfer of Ownership (Survey and Titling) and Special Patent Registration

To: "Aldin Mars E. Pelayo" <sramixx@yahoo.com>, "Vanessa A. Hontucan-Quijano" <marivanessaquijano@gmail.com>,

Dawn Vincent A. Tumulak" <tumulak_vincent@yahoo.com>, "Atty. Orville T. Dela Cerna" <orbil17@gmail.com>,

Wendell J. Tabar" <>wendelltabar@yahoo.com>, stephene.falcutila@yahoo.com.ph, cirille anne dumalos

cirilleanne.dumalos@gmail.com>, Jonas Jacalian <jonas.jacalan@deped.gov.ph>, Cielito Jamora

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T. Mejias Jr" <f.mejias17@yahoo.com>, salvador alde <salvadoralde@gmail.com>, NOIME GUILLEN <

ncguillen20012002@yahoo.com>

Sir/Madam,

Kindly provide initial update on the utilization of funds.
Thank you.

Charlotte Sarmiento

Administrative Officer IV

Titles Tiling Office, **Department of Education Central Office**

Office: +632 637 3743 mobile: +639175837196

Home: +632 631 8491

Address: 3/F Mabini Building, DepEd Complex, Meralco Ave., Pasig City 1600

Website: www.deped.gov.ph/ email: charlotte.sarmiento@deped.gov.ph

"No man will make a great leader who wants to do it all himself or to get all the credit for doing it."

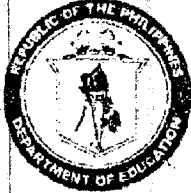
- Andrew Carnegie

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ATTY. LESLIE JOIE E. BABATUAN

Attorney-at-law/ Notary public

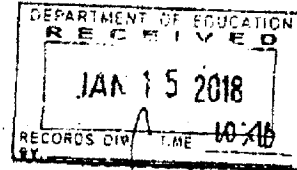
Mobile No. 0998-544-3460



REPUBLIKA NG PILIPINAS
 REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG EDUKASYON
DEPARTMENT OF EDUCATION
 DepEd Complex, Meralco Avenue, Pasig City, Philippines

DepEd
 DEPARTMENT OF EDUCATION

Tanggapan ng Pangalawang Kalihim
Office of the Undersecretary for Legal Affairs
Sites Titling Office



MEMORANDUM

DM-LA/STO-2018-0001

TO : ALL REGIONAL OFFICES

FROM : **ATTY. ALBERTO T. MUYOT**
 Undersecretary for Legal Affairs

SUBJECT : Validation of School Sites for Survey and Titling in FY 2018 and
 Monitoring of Survey and Titling of School Sites in FY 2017

DATE : 08 January 2018

Rodel D. Burcer
 Administrative Staff

The Office of the Undersecretary for Legal Affairs through the Sites Titling Office (STO) will conduct a validation for the survey and titling of school sites for FY 2018 and monitoring of the survey and titling of school sites in FY 2017 for Schools Division Offices (SDOs) downloaded with funds for survey and titling. This activity aims to ensure that only Schools Division Offices (SDOs) with school sites that will qualify for survey and titling shall be downloaded with funds this year, taking into consideration those requests for survey and titling that were not accommodated in FY 2017.

In view of this, you are hereby directed to coordinate with your respective SDOs to identify untitled school sites within their area that will qualify for survey and titling. Untitled school sites that will qualify for survey and titling shall have the following documents:

- a. Copy of the Deed of Donation
- b. Original copy of owner's duplicate of TCT/OCT
- c. Copy of Approved Survey Plan
- d. Certified true copy of Tax Declaration
- e. Certificate of no tax delinquency
- f. Transfer tax
- g. BIR clearance
- h. DAR clearance (if agricultural land/camotal land)

Representative/s from the Sites Titling Office will conduct the validation and monitoring of school sites for survey and titling starting February 2018. Below are the schedules of the regional visit of STO personnel.

Region	Date	Venue
Region I	February 1, 2018	Regional Office I, Flores Street, Catbangan, San Fernando City, La Union

Region II	February 7, 2018	Regional Office III, Maimpis, San Fernando City, Pampanga
Region IV-A	February 12, 2018	Regional Office IV-A, Karangalan ES, Karangalan Village, Cainta, Rizal
Region V	February 19, 2018	Regional Office V, Rawis, Legazpi City
Region VI	February 26, 2018	Regional Office VI, Durant Street, Iloilo City
Region VII	March 1, 2018	Regional Office VII, Sudlon, Lahug, Cebu City
Region VIII	March 8, 2018	Regional Office VIII, Govt. Center, Candahug, Palo, Leyte
Region IX	March 15, 2018	Regional Office IX, Tiguma, Airport Road, Pagadian City
Region X	March 8, 2018	Regional Office X, Masterson Ave., Zone I, Upper Balulang, Cagayan de Oro City
Region XI	March 19, 2018	Regional Office XI, F. Torres Street, Davao City
Region XII	March 21, 2018	Regional Office XII, Carpenter Hill, Koronadal City
CARAGA	March 26, 2018	Regional Office, Km. 3, Libertad Street, Butuan City
Region III	April 2, 2018	
CAR	April 5, 2018	Regional Office, Wangal, La Trinidad, Benguet
Region IV-B	April 16, 2018	Meralco Ave., corner St. Paul Road, Pasig City
National Capital Region (NCR)	April 19, 2018	NCR Regional Office, Misamis Street, Bago Bantay, Quezon City

For further information and clarifications, please contact Ms. Sorayda M. Rangiris of the Sites Titling Office (STO) at telephone numbers (02) 631-84-91 and 637-3743 or through email addresses: ayda.rangiris@deped.gov.ph or schooltitling@gmail.com.

For your information and guidance.

REGIONAL VISIT ACTIVITIES

	ACTIVITY	OUTPUT
<p>2017 Downloaded Funds</p> <p>Downloaded Funds: GAA 2016 <u>Php 11,120,000.00</u> Survey and Titling GAA 2017 <u>Php 6,120,000.00</u> Survey and Titling</p> <p>GAA 2017 <u>Php 5,000,000.00</u> Registration of Special Patents</p>	<p>SDO focal person will report on the following:</p> <ul style="list-style-type: none"> ❖ Utilized Funds for Registration of Special Patents ❖ Utilized Funds for Land Title Transfer (Transfer of Ownership + survey) ❖ SDOs Data on Special Patents Released by RoD ❖ Issues and Concerns 	<p>(1) RO Funds Utilization Report</p> <p>(2) RO Special Patent Accomplishment Report</p> <p><i>To be submitted to Office of the Undersecretary for Legal Affairs - Sites Titling Office</i></p>
<p>2018 Request for Funds</p> <p>Funds Available:</p> <p>GAA 2018 <u>Php 5,040,000.00</u> Survey & Ownership Transfer</p> <p>GAA 2018 <u>Php 6,413,000.00</u> Registration</p>	<p>SDO Focal person should prepare 2018 Request for Funds signed by SDS</p> <ul style="list-style-type: none"> ▪ <i>Refer to the allocation of funds per region</i> ▪ <i>Assumptions: Php 5,000.00/patent (registration) Php 20,000.00/lot (survey for land title transfer)</i> ▪ <i>Submit verified and validated list of schools</i> ▪ <i>Registration - based on the transmittal report of PENRC on Special Patents Transmitted to RoD</i> ▪ <i>Transfer of Ownership – original documents are available (Deed of Conveyances, Title, Tax Declaration), cleared from unpaid estate tax...</i> 	<p>(3) ROs 2018 Request for Funds</p> <p><i>To be submitted to Office of the Undersecretary for Legal Affairs - Sites Titling Office</i></p>

**2018
SPECIAL PATENT REGISTRATION**

	REGIONS	AMOUNT	NO. OF SP
1	I	375,000.00	75
2	II	1,725,000.00	345
3	III	355,000.00	71
4	IV-A	250,000.00	50
5	IV-B	150,000.00	30
6	V	160,000.00	32
7	VI	220,000.00	44
8	VII	1,215,000.00	243
9	VIII	250,000.00	50
10	IX	350,000.00	70
11	X	120,000.00	24
12	XI	250,000.00	50
13	XII	350,000.00	70
14	CAR	500,000.00	100
15	CARAGA	143,000.00	28
GAA 2018	TOTAL	6,413,000.00	1282

Consolidated Request Fund for Survey and Transfer of Ownership

FY2018

No.	Region	No. of Schools	Request Fund		
			Survey	Transfer of Ownership	TOTAL
1	CAR	11	220,000.00	220,000.00	440,000.00
2	I	11	220,000.00	220,000.00	440,000.00
3	II	12	240,000.00	240,000.00	480,000.00
4	III	12	240,000.00	240,000.00	480,000.00
5	IV-A	12	240,000.00	240,000.00	480,000.00
6	IV-B	11	220,000.00	220,000.00	440,000.00
7	VII	11	220,000.00	220,000.00	440,000.00
8	IX	11	220,000.00	220,000.00	440,000.00
9	XI	12	240,000.00	240,000.00	480,000.00
10	XII	12	240,000.00	240,000.00	480,000.00
11	CARAGA	11	220,000.00	220,000.00	440,000.00
TOTAL		126	2,520,000.00	2,520,000.00	5,040,000.00
Total Amount for Survey			2,520,000.00		
Total Amount for Transfer of Ownership			2,520,000.00		
TOTAL			5,040,000.00		