



Republic of the Philippines
Department of Education
SOCCSKSARGEN REGION
SCHOOLS DIVISION OF SARANGANI

17 Feb 2025

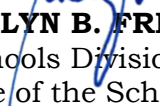
DIVISION MEMORANDUM

OSDS-2025-020

INVENTORY OF ORIGINAL COPIES OF OWNER'S DUPLICATE
OF CERTIFICATES OF TITLE AND SPECIAL PATENTS
OF PUBLIC SCHOOL SITES

To: Public Schools District Supervisors Concerned
Public Elementary and Secondary School Heads Concerned

1. With reference to DepEd Memorandum OULLA-2024-1317 dated September 13, 2024, the School Titling Office (STO) of the Department of Education is requesting the inventory of original copies of **Owner's Duplicate of Certificates of Title and Special Patents of Public School Sites**.
2. The undertaking is part of the Title Upgrade Program under the Land Titling Computerization Project of the Land Registration Authority, wherein the manually issued certificates of title will be converted into e-Titles. This aims to ensure the safety and protection of the ownership titles of DepEd real properties against tampering and fraud, promote transparency, and prevent disputes or fraudulent transactions.
3. In line with this, all heads of public elementary and secondary schools with certificates of title and special patents are directed to turn over the original copies of the said documents to the Division Legal Unit **on or before February 28, 2025**.
4. For inquiries, contact Atty. Diana Mae M. Balanay-Tampe at 09566657577/legalunit.sarangani@deped.gov.ph.
5. For strict compliance.


ATTY. NELYN B. FRINAL, CESO VI
Assistant Schools Division Superintendent
Officer-in-Charge, Office of the Schools Division Superintendent

Encl.: N o n e
Reference: As stated
To be indicated in the Perpetual Index
under the following subjects:

CERTIFICATES



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INVENTORY
SITES

DMMBT/OSDS-LU/MLA – inventory of original copies of owner's duplicate of certificates
of title and special patents of public school sites
0192/17 February 2025