



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

10 Sep 2025

**DIVISION MEMORANDUM**

OSDS-2025-132

**CONDUCT OF SITE VISITS AND OCCULAR INSPECTIONS TO SELECT  
SCHOOLS OF ALABEL 3 DISTRICT, ALABEL, SARANGANI PROVINCE FOR THE  
SURVEYING, TITLING OF SCHOOL SITES AND REGISTRATION OF SCHOOL  
PATENTS**

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

1. In reference to the Division Memorandum OSDS-2025-085, dated July 1, 2025, this office directs the following personnel to conduct site visit and ocular inspection of public schools in Alabel 3, Alabel, Sarangani Province in preparation for the titling of school sites on September 4, 2025:

ATTY. DIANA MAE M. BALANAY-TAMPE	LEGAL OFFICER III
MARRIANNE R. JOPIA	ADMINISTRATIVE OFFICER II
JASMINE ABAPO	ADMINISTRATIVE OFFICER II
ENGR FAITH JOHN L. BEDICER	TECHNICAL ASSISTANT IV
MARY GRACE T. INSAO	TECHNICAL ASSISTANT II
LOVELYN G. JAYAG	TECHNICAL ASSISTANT II
CONNIE KYLE A. ACEBAR	TECHNICAL ASSISTANT II
LADY ANN L. VERESRAIZ	TECHNICAL ASSISTANT II

2. The select schools are also directed to prepare original, and photocopy of all documents related to the school titling.
3. Travel and other incidental expenses of the identified personnel shall be charged against the Titling Program Support Funds, subject to the usual accounting and auditing rules and regulations.
4. Should there be any concerns regarding this matter, please contact the Division Legal Officer, Atty. Diana Mae Balanay- Tampe, through 09566657577 / [legalunit.sarangani@deped.gov.ph](mailto:legalunit.sarangani@deped.gov.ph).
5. For information, guidance, and compliance of all concerned.

**RUTH L. ESTACIO PhD, CESO V**  
Schools Division Superintendent



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Encl.: N o n e

Reference: As stated

To be indicated in the Perpetual Index  
under the following subjects:

PROGRAMS  
SITE

Roel D. Balbareno/OSDS/MLA – conduct of site visits and ocular inspections to select schools of alabel 3 district,  
alabel, sarangani province for the surveying, titling of school sites  
and registration of school patents

0843/September 10, 2025