



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

10 Sep 2025

DIVISION MEMORANDUM

OSDS-2025-133

**TURNOVER CEREMONY OF LAND TITLES TO UPO ELEMENTARY SCHOOL
AND MAITUM CENTRAL ELEMENTARY SCHOOL AND CONDUCT OF SITE
VISITS AND OCCULAR INSPECTIONS TO SELECT SCHOOLS OF MAITUM
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 hereby allows the personnel listed below to attend the turnover ceremony of the school titles to Upo Elementary School and Maitum Central Elementary School on September 2, 2025 and conduct site visit and ocular inspection of selected schools in Maitum, Sarangani Province on September 3, 2025:

1. Atty. Diana Mae M. Balanay-Tampe	Legal Officer III
2. Jasmine Abapo	Administrative Officer II
3. Marrienne R. Jopia	Administrative Officer II
4. Engr Faith John L. Bedicer	Technical Assistant IV
5. Mary Grace T. Insao	Technical Assistant II
6. Lovelyn G. Jayag	Technical Assistant II
7. Connie Kyle A. Acebar	Technical Assistant II
8. 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.



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5. For information, guidance, and compliance of all concerned.

RUTH L. ESTACIO PhD, CESO V
Schools Division Superintendent

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 – turnover ceremony of land titles to upo elementary school and maitum central elementary school and conduct of site visits and ocular inspections to select schools of maitum sarangani province for the surveying, titling of school sites and registration of school patents

0844/September 10, 2025