



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

16 Sep 2025

DIVISION MEMORANDUM

OSDS-2025-140

"SITE VISITS AND OCULAR INSPECTIONS IN RELATION TO THE TITLING OF
SCHOOL SITES IN SELECTED SCHOOLS WITHIN THE MUNICIPALITY OF
MALUNGON, SARANGANI PROVINCE"

To: Public Elementary School Heads
Public Secondary School Heads
All others concerned

1. In reference to the Division Memorandum OSDS-2025-085 dated September 15, 2025, this office hereby allows the personnel listed below to conduct site visit and ocular inspection of selected schools in Malungon, Sarangani Province in preparation for the titling of school sites:

ATTY. DIANA MAE M. BALANAY-TAMPE	Legal Officer III
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. Further, the following selected schools are also directed to prepare original, and photocopy of all documents related to the school titling. Actual inspection of the premises will also be undertaken to confirm site boundaries and address concerns related to ownership and documentation.

3. Travel and other incidental expenses of the participants shall be charged to the Program Support Funds subject to 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 and guidance 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:

SITE
VISIT

Irma May G. Dinasas/OSDS/MLA – "site visits and ocular inspections in relation to the titling of school sites
in selected schools within the municipality of malungon, sarangani province"
0879/September 16, 2025