



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

12 Dec 2025

DIVISION MEMORANDUM
OSDS-2025-184

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

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

1. In reference to the Division Memorandum OSDS-2025-085 dated July 1, 2025, this office hereby allows the personnel listed below to conduct site visit and ocular inspection of selected schools of Province in preparation for the titling of school sites on December 2 –19, 2025:

| | |
|----------------------------------|------------------------------|
| ATTY. DIANA MAE M. BALANAY-TAMPE | Legal Officer III |
| IONA GAIL M. FUNTANILLA | Administrative Assistant III |
| 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, 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.



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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 legalunit.sarangani@deped.gov.ph
5. For information and guidance of all concerned.

RUTH L. ESTACIO PhD, CESO V
Schools Division Superintendent

Encl.: N o n e

Reference: N o n e

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

PROGRAMS

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

1265/December 12, 2025