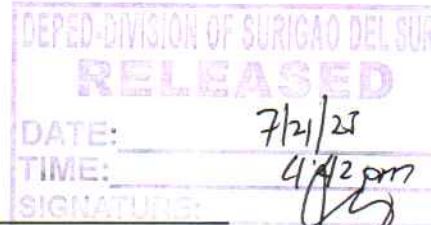




Republic of the Philippines
Department of Education
Caraga Region
SCHOOLS DIVISION OF SURIGAO DEL SUR

Office of the Schools Division Superintendent



July 21, 2025

Division MEMORANDUM
No. 293, s. 2025

DATA SUBMISSION FOR SCHOOL SITES OWNERSHIP

To: Public Schools District Supervisors
Heads of Elementary and Secondary Schools
All Others Concerned
This Division

1. The Department of Education (DepEd), through the Sites Titling Office (STO), recognizes the importance of maintaining accurate and detailed records of school site ownership to provide quality, accessible, and relevant education to our learners. As such, the STO intends to fully update and validate the public school site ownership records through its web-based data management system.
2. To assist STO with this directive, and to simplify data collection by this Division, a survey form for school site ownership data has been provided at <https://forms.gle/zbn8WUnawThF9QYz5>.
3. School heads are hereby directed to fill out the survey form no later July 23, 2025 (Wednesday).
4. District supervisors/in-charge are hereby mandated to supervise school heads to ensure compliance with this Memorandum.
5. For any clarification, please contact Engr. Douglas Dumaplin, Jr (Technical Assistant IV for School Site Titling) at 09649626708.
6. Immediate dissemination of and compliance with this Memorandum is directed.

LORENZO O. MACASOCOL, PhD, CESO V
Schools Division Superintendent

By the Authority of the SDS:

DANTE A. GRUMO
Administrative Officer IV

Encl.: None
CKEL//DM
_____/July 21, 2025