

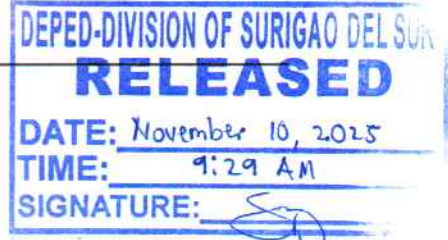


Republic of the Philippines
Department of Education
 Caraga Region
SCHOOLS DIVISION OF SURIGAO DEL SUR

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November 5, 2025
 RW754632-2025



DIVISION MEMORANDUM
 No. 996, s. 2025

To: Select Elementary and Secondary Public School Heads
 School Focal Persons on School Sites Titling
 All Others Concerned

CONDUCT OF BAYANIHAN SA PAGPAPATITULO NG MAGA PAARALAN IN THE PROVINCE OF SURIGAO DEL SUR

1. The Schools Division Office of Surigao del Sur, in coordination with the Sites Titling Office of the Department of Education (DepEd) Central Office will conduct a three-day "*Bayanihan sa Pagpapatitulo ng mga Paaralan in the Province of Surigao del Sur: A Workshop on the Checklist for School Site Land Ownership Due Diligence & Titling Documentation*" on November 18-20, 2025 at Arena Blanca, Britania, San Agustin, Surigao del Sur. Attached as **Annex "A"** is the Program Flow of the Workshop for reference.
2. Participants of this Workshop are the select school heads of the three division offices in the province of Surigao del Sur (*i.e.*, Surigao del Sur Division, Tandag City Division, and Bislig City Division). Kindly note that the selected participants listed in **Annex "B"** below are schools with sites that have conflicting claims or controversies. Schools not listed can join the next workshop.
3. Participants' travel and incidental expenses will be covered by their respective local funds, subject to the usual government accounting and auditing rules and regulations.
4. For questions or clarifications, please coordinate with Engr. Douglas Dumaplin, Jr through email address at douglasjr.dumaplin@deped.gov.ph or mobile number 9475899034.
5. For strict compliance.

LORENZO O. MACASOCOL PhD, CESO V
 Schools Division Superintendent

Encl.: As indicated.
 To be indicated in the Perpetual Index
 under the following subjects:

XX XX

CKEL//DM - BAYANIHAN SA PAGPAPATITULO NG MAGA PAARALAN IN THE PROVINCE OF SURIGAO DEL SUR: A WORKSHOP ON THE CHECKLIST FOR SCHOOL SITE LAND OWNERSHIP DUE DILIGENCE & TITLING DOCUMENTATION
 _____/November 5, 2025



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Republic of the Philippines
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A Workshop on the Checklist for School Site Land Ownership Due Diligence & Titling Documentation

November 18-20, 2025

Program Matrix
(Annex A)

Day 1: (November 18)		
Time	Activity	In-Charge
6:00 AM – 7:00AM	Travel Time to Venue	All Participants
8:00 AM – 9:00 AM	Breakfast/Attendance/Registration	All Participants
9:30 AM – 9:40 AM	Preliminaries	Master of Ceremony: Lieu Gee Keesha Guillen – PDO II
9:40 AM – 9:45 AM	Opening Message	Lorenzo O. Macasocol, PhD, CESO V Schools Division Superintendent
9:45 AM – 10:00 AM	Rationale and Objective (Bird's Eyes View)	Representative from STO-Central Office
10:00 AM – 10:10 AM	Morning Break	
10:10 AM – 12:00 NN	Discussion of issues concerning School Site Landownership Due Diligence & Titling Documentation	Atty. Blake Feken
12:00 NN – 1:00 PM	Lunch Break	
1:00 PM – 3:00 PM	Workshop: Schools Document Scanning and Review Prioritization of immediate concerns	Division Personnel and Schools Heads Facilitated by Atty Blake Feken and Other Resource Persons
3:00 PM – 3:10 PM	Afternoon Break	



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3:10 PM – 5:00 PM	Review and Discussions based on the result of Workshop 1: <ul style="list-style-type: none"> - Findings - Addressing Gaps - FAQs 	Facilitated by Atty Blake Feken and Other Resource Persons
5:00 PM – 5:05 PM	Administrative Announcement	Master of Ceremony: Lieu Gee Keesha Guillen – PDO II
5:05 PM – 6:00 PM	Dinner Break	
Day 2: (November 19)		
6:30 AM – 8:00 AM	Breakfast	
8:00 AM – 8:15:00 AM	Preliminaries	Master of Ceremony
8:15 AM – 10:00 AM	Presentation of Workshop Output (By Divisions)	Division Representative
10:00 AM – 10:15 AM	Morning Break	
10:15 AM – 12:00 NN	Presentation of Workshop Output (By Divisions)	Division Representative
12:00 NN – 1:00 PM	Lunch Break	
1:00 PM – 3:00 PM	Discussion on Troubleshooting of issues and concerns on Sites Titling and Acquisition	Atty. Blake Feken
3:00 PM – 3:10 PM	Afternoon Break	
3:10 PM – 5:00 PM	Open Forum	Atty. Blake Feken and Resource Person
5:00 PM – 6:00 PM	Dinner Break	
Day 3: (November 20)		
6:30 AM– 8:00 AM	Breakfast	



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8:00 – 10:00 AM	Discussion on Acquisition of Sites	Atty. Blake Feken
10:00 AM – 10:10 AM	Morning Break	
10:10 AM – 10:30 AM	Wrapping up and ways forward	Representative for STO-Central Office
10:30 AM – 10:40 AM	Closing Message	Atty. Christian Rivero Director IV
10:40 AM – 12:00 AM	Distribution of Certificates and Photo Ops	Facilitated by: Atty. Calvin Klein E. Lianza and STO Personnel of SDO SurSur Assisted by: Atty Blake Feken and Other Resource Persons
12:00 AM – 1:00 PM	Lunch Break	
1:00 NN – 2:00 PM	Check-out of participants	
2:00PM – 3:00 PM	Afternoon Break	
3:00PM and beyond	Departure from the venue	



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Title of Activity: **BAYANIHAN SA PAGPAPATITULO NG MGA PAARALAN IN THE PROVINCE OF SURIGAO DEL SUR: A Workshop on the Checklist for School Site Land Ownership Due Diligence & Titling Documentation**

Date: November 18-20, 2025

Venue: Arena Blanca, Britania, San Agustin, Surigao del Sur

LIST OF PARTICIPANTS

(Annex B)

SURIGAO DEL SUR DIVISION

	Name	Position/Designation	District/Office
1	Albia, Mary Ann O	TIC/TIII	Hinatuan
2	Arreza, Glenda	School Head	Cantilan
3	Ayuste, Allen C	Principal I	Hinatuan
4	Bando, Ryan M	HT I	Carmen
5	Bandola, Emely G	Principal I	Hinatuan
6	Barillo, Haydee C.	Principal II	Tago
7	Belanio, Glen	Head Teacher II	Tagbina
8	Calo, Genelyn D	TIC/TIII	Hinatuan
9	Cañal, Elsie Y	TIC/TIII	Hinatuan
10	Canete, Perlita S.	TIII/TIC	Bayabas
11	Castante, Peter B	TIC	Carrascal
12	Castro, Marianne Karen A	Principal I	Hinatuan
13	Corpuz, Tita T	HT I	Carrascal
14	De Castro , Rosalyn , N.	HT- III/ SH	Tagbina
15	Dobles, Jeffrey S	HT 1	Hinatuan
16	Engcoy, Danife B	PRincipal I	Hinatuan
17	Escobal, Richelle M	OIC	Hinatuan
18	Espuerta, Ma. Theresa C.	Principal I	Liangá
19	Ganzo , Roselyn R.	Principal I	Tago



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20	Hinayon, Antonio A	Principal I	Carmen
21	Labrador, Eufeil I	TIC	Carrascal
22	Lenthas, Cleopatria B	HT 1	Hinatuan
23	Lianza, Calvin Klein E	Attorney III	SDO SurSur
24	Linao, Merle L	Principal I	Hinatuan
25	Mabutong, Raul D	Principal I	Hinatuan
26	Magañan, Jocelito M	TIC/TIII	Hinatuan
27	Martinez, Senen Jr B	Principal I	Hinatuan
28	Monton, Jean T	TIC/TIII	Hinatuan
29	Nimes, Victorino S	School Head	Carrascal
30	Omos, Evalyn D.	TIII/TIC	Bayabas
31	Parido, Girly C	TIC	Hinatuan
32	Pedrozo, Arnel P	HT III	Hinatuan
33	Pinggol, Argie D	TIC/TIII	Hinatuan
34	Roz, Rofil	School Head	Carrascal
35	Sanchez, Adelyn V	Principal I	Hinatuan
36	Siman, Tomasito D.	Principal II	Bayabas
37	Tagyam, Cherrel A.	TIC/TIII	Carmen
38	Trinidad Mary Grace L	HT III	Tago
39	Vasquez, Adolorosa O.	Principal I	Bayabas