



Republic of the Philippines
Department of Education
Cordillera Administrative Region
Schools Division of Tabuk City



Office of the Schools Division Superintendent

21 February 2023

DIVISION MEMORANDUM
No. 72, s. 2023

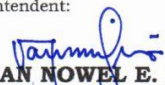
MEETING RE: SCHOOL SITES APPLICATION

TO: SDO Legal Officer
SDO Engineer
Representative from CENRO
Concerned School Heads

1. The SDO Tabuk City through the legal unit shall be conducting a meeting on February 27, 2023 @ 1:00p.m. onwards at the SDO Conference Hall.
2. The activity aims to:
 - a. Address all issues, concerns, and discuss the step-by-step procedure of school sites titling following the actual survey of the school sites;
 - b. Discuss the financial aspect of the processing of school sites titles/PP, including expenses in the processing of requirements;
 - c. Review all requirements for processing of the respective school site titles;
 - d. Ceremonial turn-over of white folder to the School Heads.
3. Participants to this activity are the following:
Atty. RINGGO G. SUMEDCA- Legal Officer
Engr. PAUL N. PALLISO- Engineer III
KAZLER ROBERTS- CENRO Representative
School Heads of the following schools are ENJOINED to participate:
Hilltop ES
New Tanglag NHS
Bantay ES
Madopdop ES
Magabbangon ES
Sotto ES
Naneng NHS
Dalnacan ES
Paligatto ES
Tangbay ES
Toppan IS
Camp Conrado Balweg ES
Gradual Discovery ES
Dupag NHS – Mosimos Ext.
4. Attendance is a must.

IRENE S. ANGWAY PhD, CESO VI
Schools Division Superintendent

By the authority of the Schools Division Superintendent:


JAN NOWEL E. PEÑA

OIC- Assistant Schools Division Superintendent



Address: BCS Compound, Purok 2, Bulanao Norte, Tabuk City, Kalinga