



Republic of the Philippines
Department of Education
REGIONAL OFFICE NO. VIII (EASTERN VISAYAS)
Government Center, Candahug, Palo, Leyte
ISO 9001:2015 CERTIFIED



January 31, 2020

REGIONAL MEMORANDUM

No. **0811**, 15, 2020

**NATIONAL CONSULTATION ON THE DRAFT DEPED ORDER ON THE GUIDELINES ON
ACQUISITION, SURVEY, AND TITLING OF SCHOOL SITES**

To: Schools Division Superintendents
Regional and Division Lawyers

1. Attached is a Memorandum dated January 16, 2020 issued by the Sites Titling Office, DepEd Central Office, Pasig City, relative to the upcoming national consultation on the draft DepEd Order on the Guidelines on Acquisition, Survey, and Titling of School Sites on **March 3-6, 2020** at **DepEd Ecotech Center, Sudlon, Lahug, Cebu City**.
2. Immediate dissemination of and compliance with this memorandum are desired.


RAMIR B. UYTICO, Ed.D., CESO IV
Director IV

Enclosure: As stated

References: None

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



LEAD, EMPOWER, AND ACHIEVE THROUGH DATA-DRIVEN DECISIONS
...where LEADers create great schools



Republic of the Philippines
Department of Education

OFFICE OF THE ASSISTANT SECRETARY FOR LEGAL AFFAIRS

Sites Titling Office

MEMORANDUM

TO : ALL REGIONAL DIRECTORS
DepEd Regional Office Nos. I, II, IV-B, VI, VII, VIII, IX, X,
XI, XII, CAR and CARAGA

ATTENTION: ALL CONCERNED SCHOOLS DIVISION OFFICES
(Please see attached list on page 3-5)

SUBJECT : National Consultation on the Draft DepEd Order on the
Guidelines on Acquisition, Survey, and Titling of School Sites

DATE : January 16, 2020

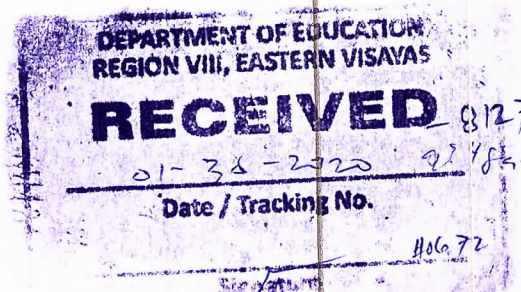
The Department to Education through the Sites Titling Office (STO) under the Office of the Assistant Secretary for Legal Affairs will be holding a "National Consultation on the Draft DepEd Order on the Guidelines on Acquisition, Survey, and Titling of School Sites." The table below is the schedule and venue of the consultation:

CLUSTER	REGIONAL OFFICE	DATE	VENUE
Mindanao	X, XI, XII and CARAGA	February 19-22, 2020	APO VIEW HOTEL 150 J. Camus Ext., Poblacion District, Davao City, Davao del Sur
Visayas	VI, VII, VIII, IX	March 3-6, 2020	DepEd Ecotech Center Sudlon, Lahug, Cebu City
Luzon	I, II, IV-B and CAR	March 31-April 3, 2020	DepEd Region IV-A NEAP P. Montecer St., Malvr, Batangas

As such, the following personnel are hereby requested to attend the consultation:

- Regional and Division Attorneys;
- Regional Planning Officers;
- Regional Chief Education and Support Service Division (ESSD);
- Division Chief of School Governance and Operations Divisions.

The consultation aims to gather comments, insights and recommendations from stakeholders towards the finalization of the draft DepEd Guidelines. In regard,



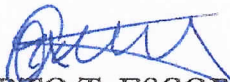
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above-mentioned personnel from both the Regional and Division Offices are hereby requested to attend and participate in the said consultation.

Attached hereto are the administrative note and reply form to signify your attendance necessary for accommodations which must be returned to this Office on or before **January 31, 2020**.

For other details/information, please coordinate with the STO through telephone no. (02) 8637-3743 or email at sto@deped.gov.ph.

For information and please be guided accordingly.



ATTY. ALBERTO T. ESCOBARTE, CESO III
Assistant Secretary
Legal Affairs

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LIST OF ALL CONCERNED SCHOOL DIVISION OFFICES

CLUSTER II - Mindanao		
REGION	DIVISION OFFICES	
X	1	Bukidnon
	2	Cagayan de Oro City
	3	Malaybalay City
	4	Camiguin
	5	Valencia
	6	Misamis Occidental
	7	Misamis Oriental
XI	1	Davao del Norte
	2	Davao del Sur
	3	Davao Occidental
	4	Davao Oriental
	5	Davao City
	6	Panabo City
	7	Tagum City
XII	1	Cotabato
	2	Saranggani
	3	South Cotabato
	4	Sultan Kudarat
	5	Cotabato City
	6	General Santos City
	7	Kidapawan City
	8	Koronadal City
CARAGA	1	Agusan del Norte
	2	Agusan del Sur
	3	Dinagat Islands
	4	Surigao del Norte
	5	Surigao del Sur
	6	Bislig City
	7	Butuan City
	8	Siargao
	9	Surigao City

LIST OF CONCERNED SCHOOLS DIVISION OFFICES

CLUSTER III - Visayas		
REGION	DIVISION OFFICES	
VI	1	Aklan
	2	Antique
	3	Capiz
	4	Guimaras
	5	Iloilo
	6	Negros Occidental
	7	Bacolod City
	8	Cadiz City
	9	Iloilo City
	10	Roxas City
	11	Sagay City
VII	1	Bohol
	2	Cebu
	3	Negros Oriental
	4	Cebu City
	5	Lapu-Lapu City
	6	Mandaue City
	7	Toledo City
VIII	1	Tacloban City
	2	Eastern Samar
	3	Leyte
	4	Northern Samar
	5	Samar (Western)
	6	Southern Leyte
	7	Ormoc City
IX	1	Zamboanga del Norte
	2	Zamboanga del Sur
	3	Zamboanga Sibugay
	4	Dipolog City
	5	Isabela City
	6	Pagadian City
	7	Zamboanga City

LIST OF ALL CONCERNED SCHOOLS DIVISION OFFICES

CLUSTER IV - Luzon		
REGION	DIVISION OFFICES	
I	1	Pangasinan I
	2	Pangasinan II
	3	Ilocos Norte
	4	Ilocos Sur
	5	La Union
	6	Dagupan City
	7	San Carlos City
	8	Urdaneta City
II	1	Cagayan
	2	Isabela
	3	Nueva Vizcaya
	4	Quirino
	5	Tuguegarao City
IV-B	1	Marinduque
	2	Occidental Mindoro
	3	Oriental Mindoro
	4	Palawan
	5	Romblon
	6	Calapan City
	7	Puerto Princesa City
CAR	1	Abra
	2	Apayao
	3	Benguet
	4	Ifugao
	5	Kalinga
	6	Mt. Province
	7	Baguio City
	8	Tabuk City

ADMINISTRATIVE NOTE

EXPECTATION

The National Consultation on the draft DepEd Order on the Guidelines on Acquisition, Survey, and Titling of School Sites will be a discussion on the different issues and procedures and the DepEd offices involved in the acquisition of public school sites. Thus, all participants are expected to provide inputs, comments, and recommendations on the draft Guidelines on Acquisition, Survey, and Titling of School Sites. All activities, workshops, and exercises are participated in nature.

SCHEDULE AND VENUE

The National Consultation on the draft DepEd Order on the Guidelines on Acquisition, Survey, and Titling of School Sites for Cluster II to IV will be held on the given schedule below. Participants for this cluster will come from the DepEd-Regional Office Nos. I, II, IV-B, VI, VII, VIII, IX, X, XI, XII, CAR and CARAGA.

TRAVEL ARRANGEMENTS

Participants are requested to arrive on Day Zero, starting at 2:00 PM. The program proper will start on Day One and will end Day Two at 5:00 PM. Participants will depart from the venue after the culmination of the Day Two activity or the next day.

Travel and incidental expenses of all participants shall be charged against local funds, subject to the usual accounting and auditing rules and regulations.

All are advised to secure travel orders/authorities prior to attending the training.

REGISTRATION

Participants who will send Confirmation Form are expected to attend and participate in the said consultation so as not to compromise accommodation arrangements.

ACCOMMODATION

All DepEd participants and core team members will be provided with hotel accommodation for three (3) nights on a triple-sharing capacity.

Check in will start on Day Zero, while check out will be on Day Three. Table below show the Check in and Check out dates per cluster:

CLUSTER	CHECK-IN Day 0	CHECK-OUT Day 3
II	February 17, 2020 2:00 PM	February 20, 2020 12:00 NN
III	March 3, 2020 2:00 PM	March 6, 2020 12:00 NN
IV	March 31, 2020 2:00 PM	April 3, 2020 12:00 NN

Participants who wish to stay in their hotels beyond the check-out date, are expected to cover for their own expenses. Mini-bar and room service expenses will not be covered by the training organizers.

FOOD

Full board meals and snacks will be provided. The first meal served is dinner on Day Zero, while the last meal is breakfast on Day Three. Meals such as breakfast, lunch and dinner, and AM and PM snacks will be served at the activity hall.

Participants with special dietary needs and restrictions are advised to coordinate with the core team of the National Consultation prior to check-in.

ACTIVITIES

Registration will start at 2:00 PM on Day Zero. The first activity will start at 8:00 AM on Day 1.

This activity encourages active participation from all of the participants. Everyone will have the opportunity to take part in the exercises and group activities

GENERAL INFORMATION

Participants may bring laptops and other portable devices for documentation. The core team will provide the participants the materials used in the consultation in soft copy.



Republic of the Philippines
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Office of the Assistant Secretary for Legal Affairs

Sites Titling Office

**“NATIONAL CONSULTATION ON THE DRAFT DEPED ORDER ON THE GUIDELINES ON
THE ACQUISITION, SURVEY, AND TITLING OF SCHOOL SITES”**
Cluster 3: **VISAYAS**
March 03-06, 2020

CONFIRMATION FORM

Regional Office No: _____ Regional Email Address: _____ Updated Contact No.: _____

Division Office of: _____ Division Email Address: _____ Updated Contact No.: _____

N O.	NAME	DESIGNATION	Email Address	Contact NO.
1.				
2.				
3.				

NOTE: Please complete all the details needed.

Please send this form through email at sto@deped.gov.ph on or before February 14, 2020.
For other inquiries, please phone Ms. Archie S. Raymundo at (02) 8637-3743 / 0908-169-3214.