



Republic of the Philippines  
**Department of Education**  
REGION VIII - EASTERN VISAYAS

July 15, 2025

**REGIONAL MEMORANDUM**

No. **820** s. 2025

**CLUSTERING OF SCHOOLS DIVISION OFFICES FOR  
SCHOOL SITES TITLING OVERSIGHT PURPOSES**

To: Schools Division Superintendents  
All Others Concerned

1. To ensure accurate, updated, and validated records of ownership documents of all public elementary and secondary school sites, the Department of Education, through the Sites Titling Office, deployed Technical Assistants to identified Schools Division Offices. In Region VIII, only six SDOs were given Technical Assistants (IV and II). Thus, this Office deemed it necessary to also cover the other SDOs that are not recipients of the program support fund by clustering the SDOs to ensure that all schools are provided with appropriate technical/legal assistance on school site ownership matters.

2. As such, the CLUSTERS OF SDOs shall be as follows:

<b>SDO WITH PROGRAM SUPPORT FUND</b>	<b>CLUSTERED WITH (SDO WITHOUT SUPPORT FUND)</b>
LEYTE DIVISION	TACLOBAN CITY DIVISION
SO. LEYTE DIVISION	MAASIN CITY DIVISION
NORTHERN SAMAR DIVISION	CALBAYOG CITY DIVISION
SAMAR DIVISION	CATBALOGAN CITY DIVISION
EASTERN SAMAR DIVISION	BORONGAN CITY DIVISION
BILIRAN DIVISION	ORMOC CITY AND BAY-BAY CITY DIVISION

3. The travel and other related expenses of the Technical Assistants in going to their assigned places during monitoring or ocular site inspection shall be charged against their respective support fund for the sites titling program and activities.

4. Immediate dissemination of this Memorandum is desired.



**EVELYN R. FETALVERO, CESO III**  
Regional Director

Enclosures: As stated

References: As stated

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

CLUSTER SDOs

PROGRAM SUPPORT FUND

SCHOOL TITLING

ORD-ECC



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