



Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

DIVISION MEMORANDUM

OSDS-2025-755

To : **Selected School Heads
Selected Division Personnel
All Others Concerned**

Subject : **ATTENDANCE TO THE COLLABORATIVE AND
CONSULTATIVE ACTIVITY: BAYANIHAN SA
PAGPAPATITULO NG MGA PAARALAN FOR THE
DIVISION OF DAVAO DEL SUR, DIGOS CITY AND
DAVAO CITY**

Date : November 20, 2025

1. In line with the Schools Division of Davao del Sur Memorandum OSDS-2025-312, dated November 12, 2025, re: **COLLABORATIVE AND CONSULTATIVE ACTIVITY: BAYANIHAN SA PAGPAPATITULO NG MGA PAARALAN FOR THE DIVISION OF DAVAO DEL SUR, DIGOS CITY AND DAVAO CITY**, identified school heads of SDO Digos City or their lawful representatives who have the knowledge of the titling status of their schools are hereby directed to attend the above-mentioned activity on **November 23-26, 2025** at **The Ritz Hotel at Garden Oases, Porras St., Bo. Obrero, Davao City**. The identified schools of SDO Digos City who are required to attend as mentioned in the *Division of Davao del Sur Memorandum OSDS-2025-312* are as follows:

DIVISION OF DIGOS CITY	
DISTRICT	SCHOOL
Oriental	Aplaya Elementary School
	Don Mariano Marcos Elementary School
	Ramon Magsaysay Central Elementary School
Occidental	Balabag Elementary School
Secondary	Digos City National High School – Aplaya Extension





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2. Participants are expected to **bring their school site documents** along with **one clear photocopy** thereof. They are also expected to **arrive** at the venue by **5:00 PM on November 23, 2025**, and **depart on November 26, 2025, at 5:00 PM**.
3. Food and accommodation of participants, the Program Management Team (PMT), and resource speakers shall be charged to the downloaded Program Support Fund (OSEC-11-25-02980), while travel and other incidental expenses shall be charged to local funds/MOOE and/or PSF, all subject to usual accounting and auditing rules and regulations.
4. To ensure proper and necessary preparations, the **selected members of the PMT** shall be at the venue by **8:00 AM on November 23, 2025**. Food, travel, and other incidental expenses of the PMT in the preparatory period shall be charged to the PSF subject to usual accounting and auditing rules and regulations. The members of the PMT from SDO Digos City as mentioned in the *Division of Davao del Sur Memorandum OSDS-2025-312* are as follows:

NAME	DESIGNATION
1. Atty. Clarisse Joy C. Arnaez-Llaban	Attorney III
2. Jose Israel M. Maravilles	Project Development Officer I – School Site Focal Person
3. Japheth Algen C. Genita	Technical Assistant II

5. For more information, questions or concerns, please contact Japheth Algen Genita, Technical Assistant II, through these channels: **SMS/Phone Call** 09385504992 (Smart) or send your emails at japhethalgen.genitao@deped.gov.ph.





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6. For your information, guidance, and strict compliance.

MELANIE P. ESTACIO, PhD, CESO VI
Schools Division Superintendent

For in the absence of the
Schools Division Superintendent

BEVERLY S. DAUGDAUG, EdD
Chief – Curriculum Implementation Division
Officer-in-Charge *for*

Enclosed: As stated.

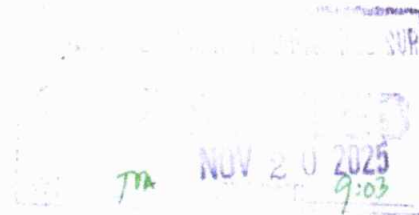
SCHOOLS DIVISION OF DIGOS CITY
RECORDS SECTION

DS-71067
NOV 21 2025
W.M.F. *for*





Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DAVAO DEL SUR



November 12, 2025

DIVISION MEMORANDUM

OSDS-2025- 312

**COLLABORATIVE AND CONSULTATIVE ACTIVITY: BAYANIHAN SA
PAGPAPATITULO NG MGA PAARALAN FOR THE DIVISION OF
DAVAO DEL SUR, DIGOS CITY AND DAVAO CITY**

TO: Assistant Schools Division Superintendent
SGOD Chief and CID Chief
District Supervisors/ Principals - in - Charge
Selected School Heads
Select Division Personnel
All others concerned

1. In line with the Department of Education's continuing mandate to ensure equitable access to quality basic education and, in particular, its imperative to safeguard the Department's proprietary interest in public school sites, this Office, through the thrust of the Legal Unit and the Sites Titling Office (STO), will conduct a **BAYANIHAN SA PAGPAPATITULO NG MGA PAARALAN** for the Divisions of Davao Del Sur, Digos City and Davao City on **November 23-26, 2025** at **The Ritz Hotel at Garden Oases**, Porras St., Bo. Obrero, Davao City. This activity forms part of the Division's strengthened implementation of the **School-Site Institutional Guidance on Registration and Documentation (S.I.G.U.R.A.D.O.)** Activity, which seeks to ensure that all school sites within the Province of Davao del Sur are properly documented, safeguarded, and supported through unified legal and technical processes.

2. The **BAYANIHAN SA PAGPAPATITULO NG MGA PAARALAN** is a collaborative pro bono initiative led by **Atty. Blake S. Feken** and his team from **RealtyPro & Diligence, Inc.**, in partnership with the **DepEd Sites Titling Office (Central Office)**. The activity underscores the spirit of *bayanihan* in addressing long-standing issues in school site titling by promoting coordination between the Central and Division Offices, consolidating documentary gaps, and identifying practical legal and technical solutions to expedite the titling process.

3. The activity will gather concerned school heads from the Divisions of Davao del Sur, Digos City, and Davao City, particularly those with **schools facing complex land ownership or titling concerns**. It will serve as a joint validation and consultation



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session on school site documentation and titling matters, providing an avenue for participants to present issues, review documents, and receive guidance from experts and partner agencies.

4. This program is conducted in batches across provinces in the country to foster shared responsibility among government agencies and education stakeholders. It equips participants with the knowledge and tools necessary to sustainably address school site titling issues and to ensure the protection and legal ownership of public school properties.

5. **Identified school heads or their lawful representatives** who have **knowledge of the titling status of their schools** are directed to attend the above-mentioned activity. *See attached enclosure for the list of identified schools and participation details.*

6. Participants are expected to **bring their school site documents** along with **one clear photocopy** thereof. They are also expected to **arrive** at the venue by **5:00 PM on November 23, 2025**, and **depart on November 26, 2025, at 5:00 PM**.

7. Food and accommodation of participants, the Program Management Team (PMT), and resource speakers shall be charged to the downloaded Program Support Fund (OSEC-11-25-02980), while travel and other incidental expenses shall be charged to local funds/MOOE and/or PSF, all subject to usual accounting and auditing rules and regulations.

8. To ensure proper and necessary preparations, the **selected members of the PMT** shall be at the venue by **8:00 AM on November 23, 2025**. Food, travel, and other incidental expenses of the PMT in the preparatory period shall be charged to the PSF subject to usual accounting and auditing rules and regulations. *See Enclosure for the members of the PMT and schedule of reporting.*

9. For more information, questions or concerns, please contact Joveth G. Tubiano, Project Development Officer through these channels: **SMS/Phone Call 09054424100** (TM or Globe) or send your emails at joveth.tubiano@deped.gov.ph.

10. Immediate and widest dissemination of this Memorandum is directed.



LORENZO E. MENDOZA, CESO V
Schools Division Superintendent

Address: Northern Paligue, Padada, Davao del Sur
Email Address: davaodelsur.division@deped.gov.ph
Website: www.deped-davaodelsur.com
SDO-Direct Line: (082)272-4936





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Enclosure:

PROGRAM MANAGEMENT TEAM	
NAME	DESIGNATION/OFFICE
November 23 (8am) to 26, 2025	
1. ATTY. MARULI ALI G. SANCHEZ, LL.M	Attorney III/ Division of Davao del Sur
2. JOVETH G. TUBIANO	Project Development Officer I - School Site Focal Person/ Division of Davao del Sur
3. ENGR. ARIEL D. DUCO	Engineer III / Division of Davao del Sur
4. ENGR. LYNDON JR A. SOMERA	Administrative Assistant II / Division of Davao del Sur
5. ENGR. RACHEL P. BALTAZAR	Technical Assistant IV/ Division of Davao del Sur
6. STEPHEN MOORE H. EGCAYOGEN, LPT	Technical Assistant II/ Division of Davao del Sur
7. DWINEE BRYAN P. GUILARAN	Technical Assistant II/ Division of Davao del Sur
8. JAPHETH ALGEN C. GENITA	Technical Assistant II/ Division of Digos City
9. JOHN STEPHEN E. LUNA	Technical Assistant II/ Division of Davao City
10. QUEENIELIZA A. RAMA	Administrative Aide VI/ Division of Davao del Sur
11. MARIA FE G. BERNARDINO	Administrative Assistant III/ Division of Davao del Sur
12. CARL DECK CORTES	Head Teacher IV/ Division of Davao del Sur
November 23 (5pm) to 26, 2025	
13. ATTY. LORENZA C. PITULAN	Attorney V/ DepEd Region XI
14. ATTY. CLARISSE JOY C. ARNAEZ- LLABAN	Attorney III/ Division of Digos City
15. ATTY. IMMACULATE G. CLARK- MALINAO, LPT	Attorney III/ Division of Davao City
16. ATTY. KENNERLY ALBERT R. MALINAO, CPA	Attorney III/ Division of Tagum City
17. JOSE ISRAEL M. MARAVILLES	Project Development Officer I - School Site Focal Person Division of Digos City
18. EMY B. GOC-ONG	Principal IV - School Site Focal Person/ Division of Davao City



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19. JOANNA PAULA M. CAGAPE	Legal Assistant I/ Division of Davao City
20. CRIS P. SANTIBAÑEZ	Administrative Officer II/ Division of Davao City
21. JOYCE A. MARTINEZ	Technical Assistant II/ DepEd Region XI

PARTICIPANTS	
22. LORENZO E. MENDOZA, CESO V Schools Division Superintendent Schools Division of Davao del Sur	23. MARILYN V. DEDUYO, CESO VI Assistant Schools Division Superintendent Schools Division of Davao del Sur

LIST OF SCHOOL PARTICIPANTS:

DIVISION OF DAVAO DEL SUR	
DISTRICT	SCHOOL
Bansalan West District	Vicente Duterte Elementary School
Hagonoy I District	Hagonoy Central Elementary School
	Hagonoy Elementary School
	Leoncio Pelino Elementary School
	Maliit Digos Elementary School
Hagonoy II District	Aplaya Elementary School
Malalag District	Ibo Elementary School
Magsaysay South District	Malongon Elementary School
Matanao I District	Buas Elementary School
	New Katipunan National High School
	San Vicente Elementary School
Padada District	Malinao Elementary School
	Malinao National High School of Arts and Trade
	Mariano Sarona Elementary School
	Padada National High School
	Piape Elementary School
Sta Cruz North District	Federico Yap National High School
Sta Cruz South District	Matutungan Elementary School
	Tuban Elementary School
Sulop District	Tala-o Elementary School



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DIVISION OF DIGOS CITY	
DISTRICT	SCHOOL
Oriental District	Aplaya Elementary School
	Don Mariano Marcos Elementary School
	Ramon Magsaysay Central Elementary School
Occidental	Balabag Elementary School
Secondary	Digos City National high School - Aplaya Ext.

DIVISION OF DAVAO CITY	
DISTRICT	SCHOOL
1st District Cluster 1	Davao City National High School
1st District San Roque	Jose L. Porras Elementary School
2nd Buhangin East District	Acacia Elementary School
2nd District Cluster 12	Pablo M. Piattos Integrated School
2nd District Cluster 5	Acacia National High School
Alambre	Alambre Elementary School
Bangoy	F. Bangoy National Elementary School
	V. Aliongto Elementary School
Cluster 14	F. Bangoy National High School
Cluster 4	San Miguel Integrated School
	Alambre Agricultural National High School
Cluster 6	Balderas Integrated School
Davao Central	Cesareo Villa-abrille Elementary School
	Dona Pilar L. Marfori Elementary School
General Roxas North	Pagan Grande Elementary School