



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

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

DIVISION MEMORANDUM
OSDS-2025-275

To : **JOSE ISRAEL M. MARAVILLES**
Project Development Officer I – School Site Focal Person

JAPHETH ALGEN C. GENITA
Technical Assistant II


Subject : **ATTENDANCE TO THE QUARTERLY MEETING AND
SITES TITLING CONVERGENCE WITH LEGAL OFFICERS,
SITES FOCAL AND TECHNICAL ASSISTANTS**

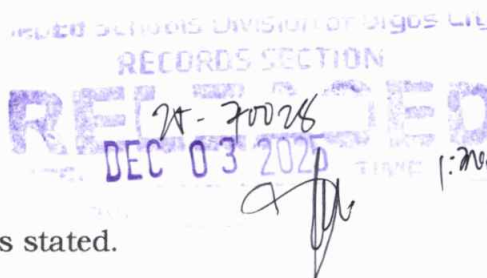
Date : **December 2, 2025**

1. In line with the Regional Memorandum ORD- 2025-135 dated December 1, 2025, re: ATTENDANCE TO THE QUARTERLY MEETING AND SITES TITLING CONVERGENCE WITH LEGAL OFFICERS, SITES FOCAL AND TECHNICAL ASSISTANTS, you are hereby directed to attend the aforementioned meeting on **December 5, 2025** at the **Durian Hall, DepEd Region XI Office**.
2. Meals shall be chargeable to Regional Office funds while traveling expenses and other incidental expenses relative to this activity for Mr. Maravilles shall be charged to local funds, while for Mr. Genita shall be charged to Program Support Fund (PSF) OSEC-11-25-02980, all subject to usual accounting and auditing rules and regulations.
3. For your information and strict compliance.

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

For in the absence of the
Schools Division Superintendent


NEIL D. BONGCAYAO
Public Schools District Supervisor
Officer-in-Charge



Enclosed: As stated.





Republic of the Philippines
Department of Education
DAVAO REGION

December 1, 2025

REGIONAL MEMORANDUM
ORD-2025-135

ATTENDANCE TO QUARTERLY MEETING AND SITES TITLING CONVERGENCE
WITH LEGAL OFFICERS, SITES FOCAL AND TECHNICAL ASSISTANTS

To: Schools Division Superintendents

1. As part of the effort of the Legal Unit in improving prompt and efficient resolution of administrative cases, addressing school sites concerns, and in enhancing collaboration among regional and division lawyers/legal officers and legal unit staff, a regular meeting among the aforementioned personnel is deemed important.
2. In view thereof, regional and division lawyers/legal officers, and legal unit staff are directed to join the Quarterly Meeting and Sites Titling Convergence to be hosted by the Regional Office on December 5, 2025, at the Durian Hall, DepEd Region XI Office.
3. Meals shall be chargeable to Regional Office funds while traveling expenses and other incidental expenses relative to this activity shall be charged to local funds subject to usual accounting and auditing rules and regulations.
4. For strict compliance.

ALLAN G. FARNAZO
Director IV

DEPARTMENT OF EDUCATION RO
RECORDS SECTION
RELEASED

By: _____
Date: _____ Time: DEC 01 2025

ORD/LU 4/mcc



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Website: www.depedroxi.ph





Republic of the Philippines
Department of Education
DAVAO REGION

LIST OF PARTICIPANTS

Office	Names	Numbers
Regional Office	Atty. Lorenza C. Pitulan Atty. Shemelyn D. Gamorot- Bilbao Joyce A. Martinez Joan C. Junia	4
Davao City	Lawyer (1) Legal Staff (4) Sites Focal (1)	6
Digos City	Lawyer (1) Sites Focal (1)	2
Island Garden City Of Samal	Lawyer (1) Sites Focal (1)	2
Davao Oriental	Lawyer (1) Legal Staff (1) Sites Focal (1) COS Sites Titling (5)	8
Davao De Oro	Lawyer (1) Sites Focal (1) COS Sites Titling (5)	7
Davao Del Sur	Lawyer (1) Legal Staff (1) Sites Focal (1) COS Sites Titling (5)	8
Davao Occidental	Lawyer (1) Legal Staff (1) Sites Focal (1) COS Sites Titling (5)	8
Mati City	Lawyer (1) Legal Staff (1) Sites Focal (1)	3
Tagum City	Lawyer (1) Sites Focal (1)	1
Panabo City	Lawyer (1) Sites Focal (1)	1
Davao del Norte	Lawyer (1) Sites Focal (1) COS Sites Titling (5)	1
	Total No. of Participants	59