



Republic of the Philippines
Department of Education
REGION IX, ZAMBOANGA PENINSULA
SCHOOLS DIVISION OF DAPITAN CITY

Office of the Schools Division Superintendent

August 1, 2023

DIVISION MEMORANDUM

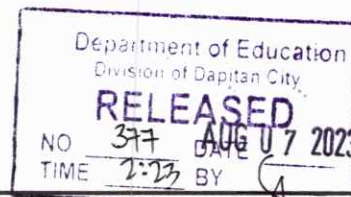
No. 377, s. 2023

To: **GEMMALYN O. RUIZ**
School Principal
Opao, Elementary School
This Division

**PRIORITIZATION IN THE PROCESSING OF TITLE OF SCHOOL SITE OF
OPAO ELEMENTARY SCHOOL, OPAO, DAPITAN CITY**

1. This is to inform your office that during the **mediation** attended by the Division Physical Facilities Coordinator and the claimants of the school site of Opao Elementary School held on August 1, 2023 at the Office of the Barangay Captain of Barangay Opao, Dapitan City, the heirs of Perfecto Quimiguing, claimants of the lot occupied by Opao Elementary School, this city has finally agreed that the lot be titled in the name of the Department of Education, Dapitan City Division.
2. Hence, with the above-mentioned premises, it is hereby ordered that you shall **prioritize** the processing of title by securing documents to concerned government offices that will support the school titling activities.
3. The monthly accomplishment report of your titling activity shall be submitted to the Chief of School Governance and Operations Division, thru the Principal In-Charge of the District, and this shall be validated by the above-mentioned officials, and this will be submitted/updated to the Schools Division Superintendent.
4. Your travel and other incidental expenses relative to the above-mentioned activity shall be charged against the Division School Site Titling Funds, subject to the usual accounting and auditing rules and regulations.

DANNY B. CORDOVA, CESO VI
Schools Division Superintendent



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