

Republike ng Filipinas  
(Republic of the Philippines)  
KAGAWARAN NG EDUKASYON, KULTURA AT ISPORTS  
(DEPARTMENT OF EDUCATION, CULTURE AND SPORTS)  
UL Complex, Pasig, Metro Manila

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DECS O R D E R  
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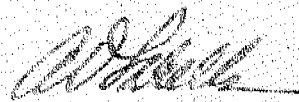
GUIDELINES ON THE REGISTRATION OF SCHOOL SITES  
AND SCHOOL BUILDING CONSTRUCTIONS

To: Undersecretaries and Assistant Secretaries  
Bureau Directors, Regional Directors, and Schools  
Superintendents

1. It has come to the attention of this Office that there are many school sites that have not been registered in the name of the Republic of the Philippines (DECS) and construction of school buildings on lands that are not registered in the name of DECS. Considering the necessity to register school sites and to amply protect the interest of the government, hereunder are the guidelines for the registration of school sites and construction of school buildings:

- a. School sites covered by Deed of Conveyance - The Deed of Sale or Deed of Donation and other forms of conveyance in favor of DECS should be registered immediately with the Register of Deeds where the land is situated in order to obtain Transfer Certificate of Title of the land.
- b. Lands being used for school site without any deed of conveyance - Detailed report on the manner of possession should be submitted to this Office together with whatever available record in support thereof for purposes of studying what legal action to take in the titling of the land.
- c. Lands registered in the name of the province, city or municipality - Efforts should be exerted to have the land donated to DECS. If donation is not possible, a deed of usufruct should be executed in favor of the DECS for the perpetual use of the land, i.e., for as long as it is being used for school site purposes, which encumbrance should be annotated at the back of the title.

2. For compliance and immediate dissemination.

  
ARMAND V. FAELLA  
Secretary

References:

DECS Orders: Nos. 6, s. 1989 and  
115, s. 1991  
MECS Order: No. 70, s. 1985

Allotment: 1-2-3--(M.O. 1-87)

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

- ▲BUILDINGS
- ▲RULES & REGULATIONS
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