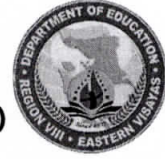




Republic of the Philippines
Department of Education
REGIONAL OFFICE NO. VIII (EASTERN VISAYAS)
Government Center, Candahug, Palo, Leyte



January 4, 2017

REGIONAL MEMORANDUM

No. **011-17**, s. 2017

DESIGNATION OF FOCAL PERSON FOR SPECIAL PATENTS FOR SCHOOL SITES

To: Schools Divisions Superintendents
All Others Concerned

1. The Office of the Undersecretary for Legal Affairs, Sites Titling Office, DepEd Central Office, issued an Unnumbered Memorandum dated December 20, 2016 requesting for designation of a focal person to follow-up on and monitor the status of Special Patents for school sites transmitted to Register of Deeds.
2. In compliance thereto, the Division Legal Officer/Legal Officer-Designate is hereby designated as the focal person for special patents for school sites in their respective area of responsibility and shall submit to the Regional Office-Legal Unit a consolidated report of Special Patents registered and issued by his/her respective local Registry of Deeds every end of the month starting January 2017. The same shall be submitted by the Regional Office to Sites Titling Office, DepEd Central Office, Pasig City.
3. In addition, the Division Office shall submit a list of names, positions, mobile numbers, and email addresses of the designated focal person for special patents to this Office on or before January 20, 2017.
4. Immediate dissemination of and compliance with this memorandum are desired.


RAMIR B. UYTICO, Ed.D., CESO IV
OIC-Regional Director

Enclosures: DM-LA/STO-2016 dated Dec. 20, 2016

References: None

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

XXX XXX XXX



LEARN, ENGAGE, ACHIEVE THROUGH DATA-DRIVEN DECISIONS
to create great schools



REPUBLIKA NG PILIPINAS
REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG EDUKASYON
DEPARTMENT OF EDUCATION
DepEd Complex, Meralco Avenue, Pasig City, Philippines



Tanggapan ng Pangalawang Kalihim
Office of the Undersecretary for Legal
Sites Titling Office

MEMORANDUM
DM-LA/STO-2016-_____

14265

DEC 20 2016

TO : ALL REGIONAL OFFICES

ATTENTION : SCHOOLS DIVISION SUPERINTENDENTS

FOR : **ATTY. ALBERTO T. MUYOT**
Undersecretary for Legal

SUBJECT : FOCAL PERSON FOR SPECIAL PATENTS FOR SCHOOL SITES

DATE : December 16, 2016

Pursuant to the DepEd Memorandum No. 31, S. 2015 entitled DepEd Requirements for the Issuance of School Sites Special Patents in Accordance with the Department of Environment and Natural Resources (DENR) Administrative Order No. 2015-01, you are hereby requested to designate a focal person to follow-up on and monitor the status of Special Patents for school sites transmitted to Registers of Deeds by the DENR Field offices. In addition, you are also directed to submit a consolidated report of Special Patents registered and issued by your respective local Registry of Deeds every end of the month starting January 2017 to Sites Titling Office, this Department.

Kindly forward the name, position, mobile number and email address of the designated focal person for special patents **on or before December 23, 2016** at the following email: schooltitling@gmail.com or fax at the following number: (02) 631 8491 / (02) 637 3743.

For clarification, please contact Ms. Charlotte T. Sarmiento of Sites Titling Office.

For your guidance and strict compliance.