



Republic of the Philippines
Department of Education
 Region IV-A
 SCHOOLS DIVISION OF QUEZON PROVINCE

8 April 2021

Division Memorandum
 DM No. 205, s. 2021

**VIRTUAL SCHOOL TITLING CONFERENCE
 MEETING AND TECHNICAL ASSISTANCE
 (BATCH 1)**

To: OIC –Assistant Schools Division Superintendents
 Public Schools District Supervisors
 Public Elementary and Secondary School Heads
 School Property Custodians
 All Concerned

1. This Office thru the School Governance and Operations Division will conduct a virtual conference meeting and technical assistance on April 12, 2021 (Monday) at 1:00 p.m. via zoom with Meeting ID: 091362159481 and password: TitlingCon.
2. This shall be attended by the **Public School District Supervisor (PSDS), school head, and school property custodian** of the following Batch 1 school recipients of the fund allotted for school site titling and survey:

Name of School	Municipality
Apad Jomalig National High School,	Jomalig, Quezon
Paaralang Sekundarya ng Lucban	Lucban, Quezon
Guis-Guis Talon Elementary School,	Sariaya, Quezon
Malabanban Sur Elementary School,	Candelaria, Quezon
Punta Elementary School	San Narciso, Quezon
San Isidro National High School	Catanauan, Quezon
Kinatakutan National High School	Tagkawayan, Quezon
Villabota Elementary School	Gumaca, Quezon

DEPEDQUEZON-TM-SDS-04-009-003



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Registration Number
 QACR636215

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Date/Time: 4/8/2021
 By: Rommel
 Ref. no. DM 205, S. 2021



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3. All attendees are expected to submit the clear scanned copies of the following supporting documents to carleen.aguila@deped.gov.ph before the schedule of the said online meeting:
- i. Land title/mother title, Original Certificate of Title (OCT), Transfer Certificate of Title (TCT)
 - ii. Deed of Donation or Deed of Absolute Sale, Deed of Usufruct, or Memorandum of Agreement/Understanding (MOA/MOU), or Special Patent
 - iii. Special Power of Attorney from Central Office
 - iv. Approved survey plan (blue/white print) if any
 - v. School Site Development Plan
 - vi. Most Recent Tax Declaration
 - vii. Certificate of Tax Payment/Certificate of Non-Tax Delinquency
4. For immediate and strict compliance of all concerned.

ELIAS A. ALICAYA Jr., EdD
Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent

sgodcda04/8/2021

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