



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

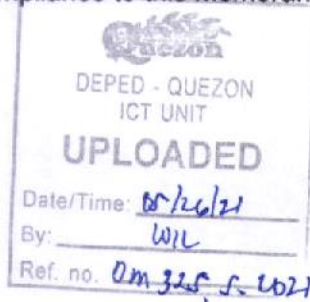
26 May 2021

**DIVISION MEMORANDUM**  
DM No. 325, s. 2021

**REGIONAL VIRTUAL TECHNICAL ASSISTANCE DELIVERY  
ON SCHOOL TITLING AND PHYSICAL FACILITY  
MANAGEMENT IN THE NEW NORMAL**

**To: OIC –Assistant Schools Division Superintendents  
SGOD Chief, SDO Engineers, SDO Legal Officer  
Facility Coordinator, FTA Coordinator  
Public Schools District Supervisors  
Public Elementary and Secondary School Heads  
All Others Concerned**

1. On May 28, 2021, the Regional Office through the Field Technical Assistance Division will hold an online conference titled, "Virtual Technical Assistance Delivery on School Titling and Physical Facility Management in the New Normal" from 9:00 am to 5:00 pm.
2. Participants are requested to register at <https://tinyurl.com/titlingfacilities> before the day of virtual assistance. This activity will be conducted online and the meeting link will be sent a day before the schedule through the participants' respective registered DepEd email account.
3. Attached is the Regional Memorandum for your reference.
4. Immediate compliance to this Memorandum is desired.



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

sgodcda05/26/2021

DEPEDQUEZON-TM-SDS-04-009-003



*"Creating Possibilities, Inspiring Innovations"*

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Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
GATE 2, KARANGALAN VILLAGE  
1900 CAINTA, RIZAL



19 May 2021

**Regional Memorandum**

**REGIONAL VIRTUAL TECHNICAL ASSISTANCE DELIVERY ON SCHOOL TITLING AND  
PHYSICAL FACILITY MANAGEMENT IN THE NEW NORMAL**

To **SCHOOLS DIVISION SUPERINTENDENTS**

1. Pursuant to RM 208, s. 2021, this Office, through the Field Technical Assistance Division in collaboration with Education Support Service Division (ESSD) and Legal Unit, will provide a Virtual Technical Assistance Delivery on School Titling and Physical Facility Management in the New Normal on May 28, 2021, at 9:00 a.m. - 5:00 p.m.
2. This activity aims to provide information on the latest updates and issuances on the physical facility management in the new normal, discuss some legal requirements and documents that concern the school titling, and resolve some of the underlying issues and concerns.
3. The participants in this activity are the Chief of School Governance Operation Division (SGOD), SDOs Engineers, SDOs Attorney / Legal Officer, Facility Coordinator, FTA Coordinator, and School Heads of both elementary and secondary schools.
4. All participants are requested to register at <https://tinyurl.com/titlingfacilities> before the day of virtual assistance. This activity will be conducted online and the meeting link will be sent a day before the scheduled through your registered DepEd email account.
5. Strict adherence to the IATF Health Protocols and Office Health Standards must be observed in the conduct of this activity.
6. Expenses of the participants from the Regional Office relative to the conduct of this activity shall be charged against the Regional Funds and participants from the SDOs shall be charged against their local funds, subject to the usual accounting and auditing rules and regulations.
7. For any clarifications and inquiries regarding this activity, you may contact Mr. Michael Girard R. Alba, Chief of Field Technical Assistance Division at 09178885853.

**"EXCELLENCE is a CULTURE and QUALITY is a COMMITMENT"**



Trunkline: 02-8682-5773/8684-4914/8647-7487  
Website: [depedcalabarzon.ph](http://depedcalabarzon.ph)  
Document Inquiry : <https://r4a-teadoc.com/inquire>  
Facebook: DepEd R-4A Calabarzon

8. Immediate dissemination of and your usual cooperation with this Memorandum is highly desired.

*L. J.*  
**FRANCIS CESAR B. BRINGAS**  
Regional Director

**STATUS OF OBLIGATION**

**A**  
CERTIFIED

**B**  
CERTIFIED

cc:ftad/R.Lazo

**OBLIGATION REQUEST AND STATUS**

**Regional Virtual Technical Assistance Delivery on School Titling and  
Physical Facility Management in the New Normal**

**Activities**

9:00 a.m. – 9:10 a.m.	Preliminaries	c/o SDO
9:10 a.m. – 9:20 a.m.	Welcome Remarks	<b>Schools Division Superintendent / Representative</b>
9:20 a.m. - 9:30 a.m.	Introduction of Participants	<b>Romyr L. Lazo</b> Education Program Supervisor Field Technical Assistance Division
9:30 a.m - 9:35 a.m.	Welcome Remarks	<b>Michael Girard R. Alba</b> Chief Education Supervisor Field Technical Assistance Division
9:35 a.m. – 9:40 a.m.	Inspirational Message	<b>Francis Cesar B. Brinagas</b> Regional Director
9:40 a.m. – 9:45 a.m.		<b>Ruth L. Fuentes</b> Assistant Regional Director
9:45 a.m. – 9:55 a.m.	Introduction of Speaker	<b>Dr. Eduarda M. Zapanta</b> Chief Education Supervisor Education Support Services Division
9:55 a.m. – 11:30 am	Updates on Physical Facilities Management in the New Normal	<b>Engr. Annabelle R. Pangan</b> Chief, EFD – AS DepEd Central Office
11:30 a.m. 12:01 p.m.	Open Forum	<b>Dr. Eugenio S. Adrao</b> Education Program Supervisor
3:30 p.m. – 3:45 p.m.		
12:01 pm – 1:00 p.m.	Health Break	
1:00 p.m. – 1:10 p.m.	Management Learning of	<b>Dr. Eugenio S. Adrao</b> Education Program Supervisor
1:10 p.m. – 1:20 p.m.	Introduction to Speaker	<b>Dr. Andrea Mabel E. Abrencillo</b> Education Program Supervisor
1:20 p.m. – 3:00 p.m.	Addressing Gaps on School Titling and Accountability	<b>Atty. Jocelyn Buclig</b> Attorney IV
3:00 p.m. 3:30 p.m.	Open Forum	<b>Dr. Eugenio S. Adrao</b> Education Program Supervisor
3:30 p.m. 4:00 p.m.	Closing Program	<b>Romyr L. Lazo</b> Education Program Supervisor Field Technical Assistance Division