




Republic of the Philippines
 Department of Education
 Cordillera Administrative Region
SCHOOLS DIVISION OFFICE OF BENGUET
 Wangal, La Trinidad, Benguet

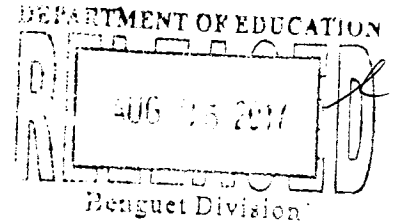


DIVISION MEMORANDUM

No. 177 s. 2017

TO : PUBLIC SCHOOLS DISTRICT SUPERVISORS, SCHOOL HEADS

FROM :  **MARIE CAROLYN B. VERANO, CESO VI**
 Schools Division Superintendent



SUBJECT : SUBMISSION OF SITE OWNERSHIP

DATE : August 25, 2017

1. The School Heads of the following schools are enjoined to submit a copy of their Site Ownership and/or Proof of Occupancy to the Schools Division Office on or before **August 31, 2017**.

Enclosure 1	Enclosure 2
Bokod NHS Annex-Daklan	Bokod NHS-Daklan
Palansa ES	Bokod NHS Main
Goldfield ES	Tublay School of Home Industries-Annex
Maximo Fianza Lopez ES	Alejo M. Pacalso NHS
Simpa PS	Binga NHS
Adaoay NHS Extension-Abucot	Fianza Memorial NHS
Chapides ES	Laurencio Fianza NHS-Main
Balili ES	Loacan NHS
Benguet NHS Annex-Alno	Adaoay NHS
Benguet Sped Center	Kamora NHS
La Trinidad CS	Benguet NHS-Main
La Trinidad NHS	Cordillera Regional Science High School
Lamtang ES	Eastern La Trinidad NHS
Longlong ES	La Trinidad NHS
Bayabas MG School	Sablan NHS
Sablan NHS-Balluay	Evelio Javier Mem NHS
Taloy Norte ES	Evelio Javier NHS-Ansagan
	Taloy Sur NHS
	Tuba NHS
	Twin Peaks NHS
	Balatoc ES
	Sablan CS
	Tuba NHS
	Acupan ES
	Kabayan CS
	Gumatdang ES
	Alapang Camp Dangwa ES
	Puguis ES
	Bantas Suanding ES
	Domolpos Com Sch
	Jose F. Opiles ES



2. Site Ownership may be in the form of the following:
 - a. Original Certificate of Title (OCT)
 - b. Transfer Certificate of Title (TCT)
 - c. Certificate of Land Ownership Award (CLOA)
 - d. Special Patent
 - e. Presidential Proclamation
 - f. Tax Declaration
 - g. Deed of Absolute Sale
 - h. Deed of Donation
 - i. Deed of Exchange (Land Swapping)
 - j. Certificate of Stewardship
 - k. Special and Land Use Permit
 - l. Contract of Usufruct
 - m. Memorandum of Agreement or Understanding
 - n. Lease Agreement
 - o. Others

3. A soft/electronic copy of any of the aforementioned documents may also be submitted through email to: **roselyndimog2@gmail.com**
and
SGODBENG2017@gmail.com

4. For immediate and appropriate action.