



Republic of the Philippines
 Department of Education
 CORDILLERA ADMINISTRATIVE REGION
 Wangal, La Trinidad, Benguet

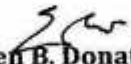


REGIONAL MEMORANDUM
 No. 009.2016

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 JAN 13 2016
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DATE : January 12, 2016

TO : Schools Division Superintendents
 Divisions' Legal Officers / Administrative Officers
 Divisions' Engineers
 Heads, Public Elementary and Secondary Schools
 All Other Concerned

From : 
Ellen B. Donato, Ed.D., CESO III
 Director IV

SUBJECT : **CREATION OF THE REGIONAL TASK FORCE ON SCHOOL SITES TITLING**

- To firmly establish ownership of school sites occupied by public elementary and secondary schools region wide; to protect the rights and interests of the office from legal and administrative issues affecting school sites, and to ensure that the target number of titled schools in the region as indicated in the Regional Education Development Plan (REDP) for 2015-2017 will be realized, the **REGIONAL TASK FORCE ON SCHOOL SITES TITLING** is hereby created.
- The composition of the Regional Task Force on School Sites Titling are as follows:

Consultant: **ELLEN B. DONATO**
 Director IV

Chairman: **FRANCIS CESAR B. BRINGAS**
 OIC-Assistant Regional Director

Vice-Chairman: **ATTY. VANESSA B. FLORA**
 Attorney IV

Members: **ENGR. CHRISTOPHER B.HADSAN**
 Engineer II
ENGR. CULLEN S. WEGIYON
 Draftsman II
SHERYL C. LACDAO
 Legal Assistant II

Division Representatives: **Legal Officers**
Physical Facilities Coordinators
NAPSHII President
PESFA President

Secretariat:

JANELLE S. DOGAO
Special Investigator III
MERCY ROSE S. PANGESFAN
Administrative Assistant I

3. The Regional Task Force is hereby constituted with the following duties and functions;
 - a. To conduct inventory of all untitled public elementary and secondary schools in the region;
 - b. To assist in the application of all the untitled schools in the region for school site special patent;
 - c. To determine the status of title of school sites and recommend their immediate titling in the absence thereof;
 - d. To monitor the compliance of the schools in the submission of the requirements for the school site special patent;
 - e. To address or recommend solutions to problems confronting the school sites and other related issues or concerns;
 - f. To coordinate with the National Task Force on School Titling and secure assistance from them, if necessary, in the exercise of its functions;
 - g. Perform related functions which may be assigned from time to time.
4. Status report shall be submitted to the Chairman of the National Task Force quarterly on operations regarding schools sites titling.
5. Expenses incurred by the Regional Task Force on School Sites shall be charged to MOOE and CO, subject to the usual accounting and auditing rules and regulations.
6. For information and guidance of all concerned.


ELLEN B. DONATO, Ed.D., CESO III
Director IV

ORD/LU/VBF/scl