



Republic of the Philippines
Department of Education
Region VII – CENTRAL VISAYAS
SCHOOLS DIVISION OF BOHOL

Office of the Schools
Division Superintendent

April 29, 2026

DIVISION MEMORANDUM

No. 277, s. 2026

DISSEMINATION OF REGIONAL MEMORANDUM NO. ____, s. 2026


**RE: ONLINE WORKSHOP FOR SCHOOL HEADS ON THE
COLLECTION OF SCHOOL SITE OWNERSHIP DATA
AND DOCUMENTS (“WORKSHOP”)**

To: Assistant Schools Division Superintendents
OIC-Chief CID and Chief SGOD
Education Program Supervisors
PSDS/APSDS
Public School Heads and Principals
All Others Concerned

1. This Office disseminates the Regional Memorandum reiterating the OULLA’s conduct of online workshop on the collection of school site ownership data and documents.
2. The online workshop will be delivered via Microsoft Teams twice to ensure that all participants can attend. The dates are as follows:

Session	Date	Time	Link
First Session	April 30, 2026	9:00 am – 12:00 nn	https://bit.ly/48e3c47
Second Session	May 4, 2026	9:00 am – 12:00 nn	https://bit.ly/4tnUTuV

3. Attendance to the online workshop is mandatory. The District Supervisors are enjoined to monitor your respective school heads’ attendance to this activity.
4. For further information, please see the attached Memoranda.
5. Immediate dissemination of this Memorandum is directed.


FAY C. LUAREZ, EdD, PhD TM, CESO VI
Schools Division Superintendent



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Republic of the Philippines
Department of Education
REGION VII - CENTRAL VISAYAS

Office of the Regional Director

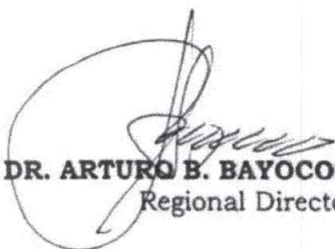
REGIONAL MEMORANDUM

No. s. 2026

ONLINE WORKSHOP FOR SCHOOL HEADS ON THE COLLECTION OF SCHOOL SITE OWNERSHIP DATA AND DOCUMENTS ("WORKSHOP")

To: Schools Division Superintendents
Public School Heads and Principals

1. The Office of the Undersecretary for Legal and Legislative Affairs announces the conduct of an **Online Workshop for School Heads on the Collection of School Site Data and Documents**.
2. All Principals and School Heads are enjoined to attend via Microsoft Teams at <https://bit.ly/48e347>. The first session will be held on **April 30, 2026, from 9:00 am to 12:00 nn**. Those unable to attend the first session shall join the second session on **May 4, 2026, from 9:00 am to 12:00 nn**.
3. Attendance to the Workshop is **mandatory**.
4. For further details, refer to the attached Memorandum from the Central Office.
5. Immediate dissemination of this Memorandum is directed.



DR. ARTURO B. BAYOCOT, CESO III
Regional Director

ABB/FYA/LAU/LJEB/jbm



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 DepEd Tayo Region VII

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Republic of the Philippines
Department of Education

OFFICE OF THE UNDERSECRETARY FOR LEGAL AND LEGISLATIVE AFFAIRS

APR 28 2026

ALL REGIONAL DIRECTORS

This Department

Dear Regional Directors:

In relation to the Department's continuing mandate to ensure the proper collection, documentation, and validation of information relating to lands used as school sites, the Sites and Titling Office ("STO"), under the Office of the Undersecretary for Legal and Legislative Affairs, will conduct an online activity titled "Online Workshop for School Heads Re: Collection of School Site Ownership Data and Documents" ("Workshop").

Through the Workshop, STO aims to (1) apprise public school principals as to how the ownership and/or possession documents of their respective schools are to be read and evaluated; and (2) show them how to fill out the comprehensive questionnaire that STO will use to gather school sites information.

The Workshop will be conducted twice to ensure that all participants will be able to attend. The first session will be held on **30 April 2026 at 9:00am to 12nn**. The second session will be held on **4 May 2026 at 9:00am to 12nn**.

The links for these sessions, to be conducted using MS Teams, are as follows:

First Session: <https://bit.ly/48e3c47>

Second Session: <https://bit.ly/4tnUTuV>

In line with this, we respectfully invite you to attend the Workshop. Your attendance will provide valuable encouragement to the participants during the said event.

Your favorable response to this invitation would be greatly appreciated.

Thank you and we hope to see you there.

Very truly yours,



ATTY. FILEMON RAY L. JAVIER

Undersecretary for Legal and Legislative Affairs



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