



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DAVAO DEL NORTE

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

OSDS-2025-0195

To: JANETTE G. VELOSO, EdD, CESO VI- Assistant Schools Division Superintendent
EDWARD C. AMOGUIS, EdD- Chief-Curriculum Implementation Division
ATTY. VEVIRLIE O. GALLO- Legal Officer III
Concerned Public Schools-District Supervisors
Concerned School Head
All others concerned

Subject: **DISCUSSION ON THE CONDUCT OF SURVEY OF IDENTIFIED SCHOOL SITES AND OTHER RELEVANT REQUIREMENTS FOR SPECIAL PATENT REGISTRATION**

Date: September 24, 2025

1. We respectfully invite you to attend the above activity on Tuesday, September 30, 2025 from 9:00 a.m. to 12:00 p.m. at the Division Conference Room. This is to discuss the conduct of survey of identified school sites and other relevant matters pertaining to the requirements for special patent registration, including the request for funding to cover the cost of the same. Please see attached (**Annex A**) for the first batch of schools and related details;
2. Survey of all other school sites for purposes of Special Patent Registration will be done in subsequent batches. In line with this, school heads are encouraged to coordinate with the Division Legal Section - Sites Titling for any fund request for survey through Ms. Shay O. Malinao, Technical Assistant II, through this number: 09560197089. Your support on this matter will be highly appreciated;
2. The Equal Opportunity Principle (EOP) shall be employed at all times where all individuals are fully recognized regardless of gender, religion, ethnicity and political affiliation, in the provision of developmental opportunities for Learners and Personnel.
3. Wide dissemination of this memorandum is desired.



REYNALDO B. MELLORIDA, CESO V
Schools Division Superintendent

OSDS/VOG

FN/: DISCUSSION ON THE CONDUCT OF SURVEY OF IDENTIFIED SCHOOL SITES AND OTHER RELEVANT REQUIREMENTS FOR SPECIAL PATENT REGISTRATION



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ANNEX A

Name of School	Existing Ownership Documents (i.e., Tax Declaration, Deed of Donation, etc.)
1.Marcos P. Estoque ES	Deed of Donation
2.Balagunan ES	Deed of Donation
3.Talomo NHS	Tax Declaration
4.Anibongan NHS	Deed of Donation
5.Cabayangan ES	Deed of Donation
6.Balisong ES	Tax Declaration
7.Tanglaw ES	Tax Declaration
8.Gabuyan ES	Deed of Donation
9.Kamansi IS	Deed of Donation
10.Pag-asa ES	Deed of Donation
11.Dona Carmes Soriano ES	Tax Declaration
12.Maniki CESSC	Presidential Proc.
13.Silangan ES	Deed of Donation
14.Mamangan ES	Deed of Donation
15.Tanglaw ES	Barangay Resolution
16.Tanglaw NHS	Barangay Resolution
17.Agman PS	Tax Declaration
18. Datu Balong ES	Need to Execute Deed of Donation
19. Dacudao ES	Tax Declaration
20.Sabangan ES	Deed of Donation
21. Mangkay Integrated School	Need to Execute Deed of Donation
22.San Miguel ES	Tax Declaration



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23. Adelanto ES	Tax Declaration
24. Gupitan IS	Deed of Donation
25. Lataban ES	Need to Execute Deed of Donation
26. Limbaan ES	Titled under Barangay