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Republic of the Philippines
Department of Education

REGION XI
SCHOOLS DIVISION OF DAVAO DEL NORTE

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

SGOD-2026- 0114

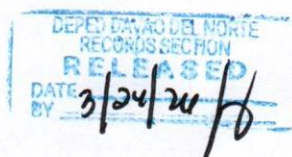
To: Chief Education Supervisor - School Governance and Operations Division
Elementary and Secondary School Heads
All Others Concerned

Subject: **ADOPTION OF THE STANDARD CERTIFICATE OF SCHOOL SITE
VALIDATION TEMPLATE**

Date: March 23, 2026

1. In line with continuous improvement, this Office adopts a standard Certificate of School Site Validation format to ensure consistent implementation and strengthen monitoring and evaluation. This certificate shall serve as an official document certifying that a site validation or inspection of the school has been conducted by the concerned contractor, agency, or company. This shall be effective April 2026.
2. The accomplished certificate shall be attached to the bidding documents as proof that the concerned parties have conducted an actual site inspection and validation of the school prior to project implementation.
3. School heads are hereby directed to ensure the proper use, completion, and submission of this certificate, whenever applicable.
4. Immediate dissemination and compliance with this Memorandum are directed.

REBONFAMIL R. BAGUIO
Assistant Regional Director
Concurrent, Officer-in-Charge
Office of the Schools Division Superintendent



Enclosure/s: As stated
sgod-icgl

Fr: Standardized Certificate of School Site Validation



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CERTIFICATE OF SCHOOL SITE VALIDATION

This is to certify that _____, _____ of the
(Name) (Position)

_____, appeared at this school/office
(Company/Office)

to conduct a site validation for _____
(Purpose)

This certification is issued upon request for whatever legal purpose it may serve.

Issued this ___ day of _____, 20___ at _____,
(School)

(School/Office Location)

Noted by:

School Head

Verified by:

ENGR. IAN CLARK G. LAZO
Technical Assistant IV
DEPED Project Engineer
OIC - Division Engineer III

Approved by:

MARLON G. EBRADO
Chief, SGOD