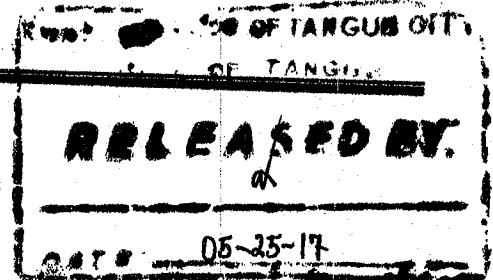


Republic of the Philippines
Department of Education
Region X
DIVISION OF TANGUB CITY
Anecito Siete St., Tangub City
Telefax: (088) 395-3372
Email: tangub.city@deped.gov.ph



Division Memorandum
No. 107 s. 2017

TO : All Principals/School in Charge
This Division

FROM : **VICTORIA V. GAZO, Ph.D., CESO V**
Schools Division Superintendent

SUBJECT : **SUBMISSION OF SCHOOL SITES OWNERSHIP**

DATE : May 25, 2017

You are hereby directed to submit copies of Deed of Donation, Deed of Sale, Deed/Contract of Usufruct executed in 2015 and 2016, which will include the following supporting documents on or before 01 June 2017:

1. Certified True Copy of Original Certificate of Title (OCT)
2. Transfer Certificate of Title (TCT)
3. Approved Survey Plan (blue/white print)
4. Lot and Technical Description

For clarifications, please contact Sir Fred Canete and Engr. Amenodin U. Hadji Amer, Physical Facilities In Charge of this office at the following numbers : 09301876401 and 0910-205-9054.

For your information and compliance.