



Republic of the Philippines
Department of Education

Region II – Cagayan Valley
Schools Division of Nueva Vizcaya

19 August 2025

DIVISION MEMORANDUM

No. 396, s. 2025

CAPACITY DEVELOPMENT ON BASIC LAND TITLING AND LAND SURVEYS

- To: Assistant Schools Division Superintendent
Chief Education Supervisor, School Governance and Operations Division
Chief Education Supervisor, Curriculum Implementation Division
Public Schools District Supervisors/Districts-in-Charge
Public Elementary and Secondary School Heads
All others concerned.
1. The Department of Education (DepEd), through its various policies, programs, and initiatives, remains committed to securing legal ownership of public school sites by obtaining land titles. Thus, this Office through the Sites Titling Office will conduct a Capacity Building on Basic Land Titling and Land Surveys on **September 5, 2025 (Second Batch) and on September 12, 2025 (Third Batch) at the Sacred Heart Center, Saint Mary's University, Bayombong, Nueva Vizcaya.**
 2. This initiative aims to:
 - a. Clarify key terminologies, enabling participants to accurately differentiate between various types of land titles, understand the documentation needed for titling;
 - b. Empower participants in taking proactive steps in securing their school's land ownership, and in assisting in field validation and documentation;
 - c. Equip participants with the foundational knowledge and practical skills necessary to confidently navigate the complexities of land ownership, particularly pertaining to school assets; and
 - d. Directly address the pressing need for school land titling to protect invaluable educational assets and ensure the long-term stability of institutions, all while aligning information with current Philippine laws, regulations, and procedures.
 3. Training materials, meals (*breakfast and lunch*), snacks and other operating expenses shall be charged against the PSF of the Sites Titling Office, while the travelling expenses and other incidental costs shall be charged against school MOOE.



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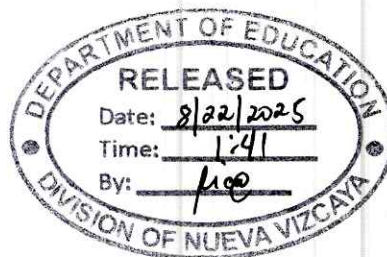


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4. Participants are expected to attend to this activity and to bring all pertinent ownership and schools site documents.
5. Widest dissemination of and compliance to this Memorandum is enjoined.

ORLANDO E. MANUEL PhD, CESO V
Schools Division Superintendent



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Enclosure to DM No. 396 s. 2025

List of Participants

1. Program Management Team

Orlando E. Manuel PhD, CESO V	Schools Division Superintendent
Adonis C. Ceperez EdD, CESE	Assistant Schools Division Superintendent
Romulo S. Ancheta PhD	Chief-SGOD
Maricel S. Franco PhD, CESE	Chief-CID
Atty. Julius Caesar G. Domingo, CPA	Attorney III
Engr. Xavier G. Datul	Technical Assistant IV
Ryan D. Sarmiento	Technical Assistant II
Yuvia Keithleyre C. Pasalosdos	Technical Assistant II
Armida A. Lambayong	Technical Assistant II
Jessica D. Fianza	Technical Assistant II
Maureen Joy V. Viado	Legal Assistant I
Scarlet T. Cauilan	Administrative Officer II
Angelica Faye M. Garingan	Administrative Assistant II

b. School Heads of the following schools:

*(For School Heads overseeing **more than one (1) school**, the **Administrative Officer** shall serve as the representative for each additional school under their supervision)*

SECOND BATCH (September 5, 2025)	
BAYOMBONG I DISTRICT	BAMBANG I DISTRICT
1. Ammococan ES	1. Aliaga ES
2. Banging ES	2. Bambang CS-SPED Center
3. Bayombong CS-SPED Center	3. Bambang NHS
4. Bayombong South ES	4. Bambang West ES
5. Busilac ES	5. Barat ES
6. Dr. Candido V. Rosario Sr. ES	6. Cawacao ES
7. Kakilingan ES	7. GK Aliaga ES
8. Magapuy ES	8. Indiana IS
9. Magsaysay ES	9. Magsaysay Hill ES
10. NVGCHS	10. Manamtam ES
11. Paima NHS	11. Mauan ES
12. Paitan ES	12. Nangcalapan ES
13. Villa Adriano ES	13. Pallas ES
14. Vista Hills ES	14. Salicpan ES



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BAYOMBONG II DISTRICT 15. Bayombong West ES 16. Bonfal Annex ES 17. Bonfal NHS 18. Bonfal Pilot CS 19. Bonfal West ES 20. Cabuaan ES 21. Casat ES 22. Casat NHS 23. Ipil-Cuneg ES 24. La Torre ES 25. Labbu ES 26. Lingay ES 27. Luyang ES 28. Masoc ES 29. Pawak ES 30. Sta. Rosa ES	15. Salinas Es 16. Salinas HS 17. San Leonardo ES 18. Sto. Domingo IS BAMBANG II DISTRICT 19. Abian ES 20. Abingan ES 21. Almaguer North ES 22. Almaguer South ES 23. Bambang East ES 24. Bambang North CS 25. Dullao ES 26. Labni ES 27. Mabuslo ES 28. Macate ES 29. San Antonio North ES 30. San Antonio South ES 31. San Fernando IS 32. Sto. Niño PS
DUPAX DEL NORTE I DISTRICT 1. Abatan ES 2. Belance CS 3. Belance HS 4. Binuangan ES 5. Bugkalot HS 6. Casecnan ES 7. Giayan ES 8. Macabenga ES 9. Mantatta ES 10. Nagakay ES 11. New Gumiad ES 12. Oyao ES 13. Yabbi ES DUPAX DEL NORTE II DISTRICT 14. Bitnong ES 15. Bulala ES 16. Dupax Del Norte NHS 17. Dupax del Norte CS 18. Inaban ES	DUPAX DEL SUR 1. Abaca ES 2. Banila ES 3. Betawang ES 4. Canabay ES 5. Carolotan ES 6. Carolotan HS 7. Castro ES 8. Dupax CS 9. Dupax del Sur NHS 10. Ecameging ES 11. Gabut ES 12. Ganao ES 13. Ganao NHS 14. Governor Alfonso Castañeda ES 15. Kinabuan ES 16. Lukidnon ES 17. Mangayang ES 18. Palabotan ES 19. Sanguit ES 20. Talbec ES



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19. Ineangan ES 20. Lamo NHS 21. Lamo ES 22. Mabasa ES 23. Munguia ES 24. Munguia NHS 25. Naruron ES 26. Parai ES	
SANTA FE DISTRICT 1. Atbu ES 2. Bacneng ES 3. Baliling ES 4. Bantinan ES 5. Baracbac ES 6. Buyasyas ES 7. Canabuan NHS 8. Cauco ES 9. Genato ES 10. Imugan ES 11. Lawed ES 12. Santa Fe NHS 13. Sinapaoan ES 14. Sta. Fe CS 15. Tactac ES 16. Tan Yan Kee ES 17. Unib PS	

THIRD BATCH (September 12, 2025)	
ALFONSO CASTANEDA DISTRICT	ARITAO I DISTRICT
1. Abuyo ES 2. Abuyo NHS 3. Alfonso Castañeda CS 4. Alfonso Castañeda NHS 5. Balintugon ES 6. Casecnan NHS 7. Cawayan ES 8. Galintuja ES 9. Lipuga ES 10. Mandunot ES 11. Marikit East ES	1. Aritao CS 2. Aritao NHS 3. Baan ES 4. Bone North IS 5. Bone South ES 6. Calitlitan ES 7. Cutar ES 8. Felix G. Saludo ES 9. Kirang ES 10. Kirang ES Annex 11. Nagcuartelan ES



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12. Pelaway ES 13. Pelaway ES Annex	12. Ukaw ES ARITAO II DISTRICT 13. Anayo ES 14. Balite ES 15. Banganan ES 16. Beti ES 17. Canabuan ES 18. Canarem PS 19. Cesario M. Tubiera ES 20. Comon CS 21. Darapidap ES 22. Latar ES 23. Sta. Clara ES 24. Sta. Clara HS 25. Tabueng ES 26. Tucanon ES 27. Yaway ES
KASIBU EAST DISTRICT 1. Malabing Valley NHS 2. Eastern Nueva Vizcaya NHS 3. Kasibu East CS 4. Binogawan IS 5. Wangal ES 6. Capisaan E/S 7. Didipio ES 8. Tadji ES 9. Camamasi ES 10. Bilet ES 11. Alimit IS 12. Papaya ES 13. Tadji ES 14. Tukod ES KASIBU WEST DISTRICT 15. Alloy ES 16. Antutot ES 17. Biyoy ES 18. Bua IS 19. Catarawan ES	KAYAPA EAST DISTRICT 1. Acacia ES 2. Babadi ES 3. Babadi ES – Annex 4. Baan ES 5. Binalian INHS 6. Buyasyas ES 7. Cabanglasan ES 8. Caritas Village ES 9. Dempeg ES 10. Kapangan PS 11. Luclocos IS 12. Macdu ES 13. Mapayao IS 14. Latbang ES 15. Latbang ES-Annex 16. Nansiakan ES 17. Nansiakan NHS 18. Tuppan ES 19. San Fabian ES 20. Pingkian CS 21. Oliweg ES 22. Pinayag NHS



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20. Cordon ES	23. Sta. Cruz Pingkian HS
21. Dine ES	
22. Domang ES	KAYAPA WEST DISTRICT
23. Kakiduguen ES	
24. Kakiduguen NHSKasibu CS	24. Abat ES
25. Kasibu National Agricultural School	25. Alang Salacsac ES
26. Kongkong ES	26. Ansipsip ES
27. Kongkong Valley NHS	27. Balangabang ES
28. Logpond-Sabungan PS	28. Ban-et ES
29. Lupa ES	29. Banao ES
30. Macalong ES	30. Besong ES
31. Makiboy ES	31. Cabayo IS
32. Muta ES	32. Castillo Village ES
33. Nantawakan ES	33. Dayap ES
34. Pao ES	34. Kayapa CS
35. Papalungan ES	35. Kayapa HS
36. Paquet IS	36. Kayapa Proper ES
37. Pudi PS	37. Kayapa Proper West ES
38. Siguem ES	38. Labeng PS
39. Upper Parai PS	39. Lawigan ES
40. Watwat ES	40. Martinez Cuyangan NHS
	41. Napo-Tuyak NHS
	42. Pangawan ES
	43. Talicabcab ES
	44. Talmoy ES
	45. Tidang Village ES
	46. Tubongan ES