



Republic of the Philippines
Department of Education
REGION II – CAGAYAN VALLEY
SCHOOLS DIVISION OF NUEVA VIZCAYA

UNNUMBERED MEMORANDUM

TO: Assistant Schools Division Superintendent
Chief ES, School Governance and Operations Division
Chief ES (OIC) – Curriculum Implementation Division
Attorney III
Technical Assistants – STO
All others concerned

FROM: **ORLANDO E. MANUEL PhD, CESO V**
Schools Division Superintendent

DATE: June 18, 2026

SUBJECT: **REVIEW OF ON-GOING SITES TITLING PROJECTS, TURN-OVER OF PROJECTS, AND EQUIPMENT, AND RE-DELEGATION OF ASSIGNMENTS**



1. In view of the provisions of Memorandum OULLA-2026-1709 dated June 4, 2026 (*Non-Renewal of Contracts of Service (COS) Personnel Assigned in the Province Schools Division Offices and DepEd NCR Charged Against FY 2026 GMS-MOOE Funds*), the Sites Titling Team of SDO Nueva Vizcaya will conduct a review of all on-going sites titling projects as basis for the re-delegation of duties and assignments to existing personnel of the Legal Unit on **June 25, 2026 8:00 AM** at the Nueva Vizcaya Teachers Camp, Bagabag, Nueva Vizcaya.
2. This activity will also include the turn-over of issued equipment to the Supply Office and the processing and release of related employment documents to the concerned Technical Assistants.
3. The participants to this activity shall be the representatives from the Legal Office, Administration Office, Accounting Office, Supply Office, HRMO, Technical Assistants, SGOD, CID and SDS/ASDS Offices.
4. Meals and other incidental expenses shall be charged against local funds subject to the usual accounting and auditing guidelines.
5. For information and guidance and compliance.