




Republic of the Philippines
Department of Education
REGION V
Schools Division of Sorsogon

Office of the Schools Division Superintendent

MEMORANDUM

TO : **ASST. SCHOOLS DIVISION SUPERINTENDENT
SGOD CHIEF
IDENTIFIED SCHOOL HEADS OF PUBLIC ELEMENTARY
and SECONDARY SCHOOLS**

FROM :  **JOSE L. DONCILLO, CESO V**
Schools Division Superintendent

SUBJECT : Orientation and Preparation of Documents for Application
for Special Patent of School Site

DATE : January 13, 2020

1. Pursuant to the thrust of the Department of Education for all public-school sites to acquire title, the DepEd Schools Division of Sorsogon through the Office of the Schools Division Superintendent will conduct an orientation on the preparation of documents required for the application for special patent on February 4, 2020 (Tuesday), 8:00 a.m., DepEd Sorsogon Conference Hall.
2. Participants to this activity shall be the school heads. If the school head cannot attend, a representative shall be sent. The school physical facilities coordinator as representative is preferred.
3. Expenses incurred in the preparation of the documents for the special patent application and travel expenses shall be charged to local funds subject to usual accounting and auditing rules and regulations.
4. For information and dissemination.



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Enclosure (Special Patent Orientation)**Elementary School**

Name of School	Municipality	Survey No.	Area(m²)
1. Balocawe E. S.	Matnog	1380	4,525
2. Boton E. S.	Casiguran		
3. Bugtong E. S.	Barcelona	5104	12,652
4. Caditaan E. S.	Magallanes	1075	8,953
5. Calintaan E. S.	Matnog	GSS 578/65	15,096
6. Gabao E. S.	Irosin	821	816
		822	4,219
		823	105
		824	3,159
7. Libtong E. S.	Castilla	2382	9,655
8. Lumbang E. S.	Pilar	1459	3,120
		860	7,111
		1527	1,045
9. Macabari E. S.	Barcelona	2683	863
		2702	8,159
10. Marifosque E. S.	Pilar		
11. Matnog Central School	Matnog	2639	10,000
		291	129
12. N. Roque E. S.	Bulan	6997-23(9501)	10,855
13. Ogod E. S.	Donsol	2945	5,222
14. Sabang E. S.	Bulan	4864	6,933
15. Sacnangan E. S.	Pilar	4181	3,171
16. San Antonio E. S.	Barcelona	4030	9,418
17. San Isidro E. S.	Pto. Diaz	2441	13,715
28. San Isidro E. S.	Barcelona	5231	2,741
19. San Juan Bag-o E. S.	Bulan	1700	6,241
20. San Juan Daan E. S.	Bulan	3555	8,511
21. San Juan E. S.	Pto. Diaz	1808	8,900
22. Sisigon E. S.	Matnog	1675	16,620
23. Sta. Lourdes E. S.	Barcelona	3672	4,481
25. Tomalaytay E. S.	Castilla	467	11,223
26. Tugas E. S.	Matnog	1530	13,265
Secondary Schools			
27. Talaonga N. H. S.	Sta. Magdalena	2429	5,353