



Republic of the Philippines
Department of Education

June 3, 2020

DIVISION MEMORANDUM

No. **133**, s. 2020

**SUBMISSION OF REPORTS FOR INVENTORY OF SCHOOL SITES AND OTHER
REAL PROPERTIES OF DEPED COVERED BY PRESIDENTIAL
PROCLAMATIONS AND OTHER EXECUTIVE ISSUANCES**

To: **OIC, Office of the Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Heads, Public Elementary, Secondary and Integrated Schools
All Others Concerned**

1. The enclosed OUA MEMO 00-520-0022 dated May 13, 2020 issued by Undersecretary for Administration Alain Del B. Pascua calls for the submission of the list of schools for the Inventory of School Sites and DepED Real Properties covered by Presidential Proclamation.
2. The inventory shall be submitted by the Office of Undersecretary Pascua and the Office of the Solicitor General to the Office of the President for possible segregation and Omnibus Proclamation in favor of DepED.
3. In this regard, the Public Schools District Supervisors (PSDS) and District Physical Facilities Coordinator are directed to coordinate with their school heads who shall report whether their respective school sites are covered by proclamations, presidential proclamations, other executive issuances that bestow on DepED or their school either ownership, occupation or possession of certain parcels of land.
3. Each District, through their PSDS and District Physical Facilities Coordinator, is directed to accomplish the herein attached form and email the scanned or legibly photographed copies to the Legal Unit at majade.villanueva@deped.gov.ph.
4. If the District has no school site covered by proclamations and other executive issuances, the PSDS and District Physical Facilities Coordinator shall still submit the attached form. They shall only indicate the name of the District, their names and signatures and must fill all other fields therein with "Not Applicable" or N/A and submit it also to the Legal Unit at majade.villanueva@deped.gov.ph.

5. Soft copies of the attached form will be posted at Aklan Division Office Personnel Workchat (App) Files or you may email and request for the soft copy from the Legal Unit at majade.villanueva@deped.gov.ph. Deadline of submission of this report is on or before June 11, 2020 at 5 o'clock in the afternoon.

6. Immediate Dissemination of this memorandum is directed.


MIGUEL MAC D. APOSIN EdD, CESO V
Schools Division Superintendent

Enclosure: as stated

Allotment: 1 (R.O. s. 1994)

To be indicated in the Perpetual Index under the following subjects:

SCHOOL SITES

**INVENTORY OF SCHOOL SITES AND OTHER REAL PROPERTIES OF DEPED
COVERED BY PRESIDENTIAL PROCLAMATIONS AND OTHER EXECUTIVE ISSUANCES**

Region VI- Western Visayas

Schools Division of Aklan

District of _____

Name of School	Name of School Head and Contact Number	Presidential Proclamation/Executive Issuances Affecting the School Site	Actual Area Occupied by DepED and/or Informal Settlers/ Claimants/ Vendors	Claims by other persons or other Government Agencies (If there is none place N/A, if there are claims provide details)	Tax Declaration Covering Property (If there is none place N/A, if there are claims provide name of declared owner and Tax Declaration No.)	Information whether the land is under litigation (If there is none place N/A, if YES, state the name of parties)	Title covering the Property (If there is none place N/A, if YES, state name of owner in the title)	Fair Market Value of Area as indicated in Tax Declaration

Prepared by:

District Physical Facilities Coordinator

Noted:

Public Schools District Supervisor