



Republic of the Philippines  
**Department of Education**  
REGION X - NORTHERN MINDANAO  
SCHOOLS DIVISION OF EL SALVADOR CITY

June 9, 2026

DIVISION MEMORANDUM  
NO. 122, s. 2026

**DIVISION COORDINATION MEETING ON THE SITES TITLING INITIATIVES**

To: Assistant Schools Division Superintendent  
Chief Education Supervisor, SGOD & CID  
Physical Facilities Section  
Section Heads  
All Public Elementary & Secondary School Heads  
All Others Concerned

- Pursuant to Memorandum OULLA-2026-1709 re: Non-Renewal of Contract of Service (COS) Personnel assigned to the Provincial Schools Division Office and DepEd NCR, charged against FY 2026 TGMS-MOOE Funds**, the Contract of Service (COS) Personnel for Sites Titling will spearhead the conduct of a division coordination meeting on site titling initiatives. In this connection, there will be a turnover of school site ownership documents for schools in El Salvador City and, at the same time, an orientation on the ways forward regarding school site titling initiatives and related activities.
- Furthermore, all school heads are directed to report to the Division Office on June 15, 2026 from 8:00AM to 12:00NN. This shall also serve as **authority to travel**.
- This Office shall adhere to Equal Opportunity Principle (EOP) in the steps undertaken for this purpose. Hence, all decisions and actions shall be based on guidelines set forth, with no discrimination on the account of age, gender, identity, sexual orientation, civil status, disability, religion, ethnicity or political affiliation.
- This Office directs the immediate and wide dissemination of this Memorandum.

**RANDOLPH B. TORTOLA**

Schools Division Superintendent

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SGOD/kba