



Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY



June 30, 2025

DIVISION MEMORANDUM

No.: 381-2025

**STATUS AND UPDATES ON SCHOOL SITE TITLING AND SUBMISSION OF
PROOF OF OWNERSHIP DOCUMENTS**

TO: All Elementary and Secondary Public School Heads
All Others Concerned

1. The School Titling Office (STO) and the Legal Units of the Division Offices are conducting an inventory, on-site validation, and verification of school site ownership documents to ensure accurate and consistent records in support of land titling efforts.
2. In view of the foregoing, all school heads are requested to provide the latest update regarding the school site within their area of responsibility by accomplishing the Google Form provided.
3. Access the Google Form through this link:
<https://bit.ly/STOInventoryBenguetBaguio>
4. For any queries or clarifications, please contact:
stosdobaguibenguet@gmail.com
5. Deadline for submission is on or before July 9, 2025.
6. For your information, guidance, and strict compliance.

SORAYA T. FACULO PhD, CESO VI
Schools Division Superintendent