



Republic of the Philippines
Department of Education
REGION VI – WESTERN VISAYAS
SCHOOLS DIVISION OF AKLAN

September 30, 2025

DIVISION MEMORANDUM

No. 528, s. 2025

**CONDUCT OF TRAINING ORIENTATION AND WORKSHOP ON SCHOOL SITES
TITLING PROCESSES AND PROCEDURES**

To:

Assistant Schools Division Superintendent
Chief Education Supervisors
Public Schools District Supervisors
Principals/Head Teacher In-Charge of the District
Heads of Public Elementary, Secondary,
and Integrated Schools
All Others Concerned

1. Attached herein is **DepEd Memorandum No. OULLA-2025-980** dated May 22, 2025, issued by Atty. Filemon Ray L. Javier, Undersecretary, Office of the Undersecretary for Legal and Legislative Affairs, and Atty. Christian E. Rivero, Director IV, Sites Titling Office, with subject: *Implementing Guidelines on the Hiring of 420 Contract of Service (CoS) Personnel in the Sites Titling Office of the Central and Field Offices*. In line with this, the Sites Titling Office of the Department of Education – Schools Division of Aklan, intends to conduct a **Training Orientation and Workshop on School Sites Titling Processes and Procedures** on **October 15–17, 2025**, the **venue will be announced through a subsequent issuance.**

2. This capacity building aims to:

- a. To orient school heads on the legal bases, documentary requirements, and procedural steps for school site titling.
- b. To equip school heads with tools and knowledge to initiate and monitor titling efforts in their respective schools.
- c. To establish coordination mechanisms between the Schools Division Office and school heads for titling-related concerns.

3. The participants are the **school heads of all public elementary, secondary, and integrated schools** in Aklan, identified in Enclosure No. 3 of the memorandum. In cases where the school head is unable to attend, an authorized representative may be designated.

Participants are requested to bring **all available documents** related to school land ownership, including but not limited to:

- Tax Declaration (Certified True Copy)
- Tax Clearance
- School Site History of Possession
- Special Patent/Original/Transfer Certificate of Title (OCT/TCT)
- Deed of Conveyance (Donation, Sale, Exchange)



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- Approved Sketch Plan (Signed by Geodetic Engineer)
- Sangguniang Barangay/Bayan/Panlalawigan Resolution Authorizing Donation, Sale, Exchange
- Memorandum of Agreement/Usufruct Agreement
- Court Orders awarding ownership over the school site
- Any previous land-related correspondence or documentation

4. All participants listed in **Enclosure No. 3: List of Participants** must pre-register and confirm their attendance using the link or scan the QR code no later than **October 7, 2025**. Please verify your assigned schedule, as the training is divided into two separate sessions: the **1st Batch on October 15-16, 2025**, and the **2nd Batch on October 16-17, 2025**. Late registration is strictly not encouraged, as it may affect event logistics preparations.



<https://forms.gle/BPmkH6QPakJKf7z26>

5. Please refer to the following enclosures:

- a. Enclosure No. 1: Training Matrix
- b. Enclosure No. 2: Technical Working Group
- c. Enclosure No. 3: List of Participants

6. The participants' board and lodging shall be charged against GMS-MOOE while **travel and incidental expenses shall be charged against their local funds subject to their usual accounting and auditing rules and regulations.**

7. Widest dissemination of and compliance with this Memorandum is desired.


FELICIANO C. BUENAFE JR., CESO VI
Schools Division Superintendent

Encl.: As stated
Reference: As stated



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

TRAINING

PROGRAM

WORKSHOP



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MATG/ddt

Enclosure No. 1 to Division Memo No. 528 s. 2025

Training Matrix

Day 1 – Batch 1: October 15, 2025 (Afternoon)

Time	Activity	Responsible Unit / Person
12:00 – 12:30 PM	Arrival and Registration (30 minutes)	Legal Unit / STO Facilitators
12:30 – 12:40 PM	Invocation, Philippine National Anthem, Hymn, Opening Prayer (10 minutes)	Assigned Facilitator
12:40 – 1:00 PM	Welcome Remarks (20 minutes)	Schools Division Superintendent
1:00 – 1:15 PM	(Rationale) Orientation Overview & Objectives (15 minutes)	Legal Unit
1:15 – 3:00 PM	Session 1 (DENR) DENR Administrative Order No. 2025-01 Guidelines for Processing and Issuance of Special Patents for Public School Sites Under Republic Act No. 10023 (1 hour and 45 minutes)	Invited Resource Speaker (DENR)
3:00 - 3:30 PM	Open Forum / Clarificatory Questions (30 minutes) with DENR	Moderator
3:30 – 4:30 PM	Session 2 (Assessor's Office) (1 hour)	Invited Resource Speaker (Assessor's Office)
4:30 – 5:00 PM	Open Forum / Clarificatory Questions (1 hour) with Assessor's	Moderator



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Day 2– Batch 1: October 16, 2025 (Morning)

Time	Activity	Responsible Unit / Person
8:00 – 8:20 AM	Recap of Day 1 / Opening Prayer (20 minutes)	Assigned Facilitator
8:20 – 8:35 AM	(ICE BREAKER) (15 minutes)	STO FACILITATORS
8:35 – 10:15 AM	Session 3 (ROD) (1 hour and 40 minutes)	Invited Resource Person from ROD
10:15 – 11:00 AM	Open Forum / Clarificatory Questions (45 minutes) with ROD	Moderator
11:00 – 11:45 AM	Workshop: Review and Completion of Titling Readiness Assessment Tool (45 minutes)	STO Facilitators
11:45 – 11:50 AM	Closing Remarks (5 minutes)	OIC, Legal Unit
11:50 AM – 12:00 PM	Lunch Break	
12:00 PM		
End of the Program (Departure of Batch 1)		



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Day 2– Batch 2: October 16, 2025 (Afternoon)

Time	Activity	Responsible Unit / Person
12:00 – 12:30 PM	Arrival and Registration (30 minutes)	Legal Unit / STO Facilitators
12:30 – 12:40 PM	Invocation, Philippine National Anthem, Hymn, Opening Prayer (10 minutes)	Assigned Facilitator
12:40 – 1:00 PM	Welcome Remarks (20 minutes)	Schools Division Superintendent
1:00 – 1:15 PM	(Rationale) Orientation Overview & Objectives (15 minutes)	Legal Unit
1:15 – 3:00 PM	Session 1 (DENR) DENR Administrative Order No. 2025-01 Guidelines for Processing and Issuance of Special Patents for Public School Sites Under Republic Act No. 10023 (1 hour and 45 minutes)	Invited Resource Speaker (DENR)
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Day 3– Batch 2: October 17, 2025 (Morning)

Time	Activity	Responsible Unit / Person
8:00 – 8:20 AM	Recap of Day 1 / Opening Prayer (20 minutes)	Assigned Facilitator
8:20 – 8:35 AM	(ICE BREAKER) (15 minutes)	STO FACILITATORS
8:35 – 10:15 AM	Session 3 (ROD) (1 hour and 40 minutes)	Invited Resource Person from ROD
10:15 – 11:00 AM	Open Forum / Clarificatory Questions (45 minutes) with ROD	Moderator
11:00 – 11:45 AM	Workshop: Review and Completion of Titling Readiness Assessment Tool (45 minutes)	STO Facilitators
11:45 – 11:50 AM	Closing Remarks (5 minutes)	OIC, Legal Unit
11:50 AM – 12:00 PM	Lunch Break	
12:00 PM		
End of the Program (Departure of Batch 2)		



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Enclosure No. 2 to Division Memo No. 528 s. 2025

**CONDUCT OF TRAINING ORIENTATION AND WORKSHOP ON SCHOOL SITES
TITLING PROCESSES AND PROCEDURES**

Steering Committee

DR. FELICIANO C. BUENAFE JR. CESO VI
Schools Division Superintendent

DR. RAMON D. PARAS JR.
Assistant Schools Division Superintendent

Program Committee

ATTY. LANCE JESTER R. DANTES
OIC, Legal Office

MARY ROSE D. PAGAYUNAN
ADAS III/Legal Assistant

ENGR. RALPH CEPEDA
Technical Assistant IV

Attendance

ANNEFE D. BALOTA
Technical Assistant II

ANALIE D. SERNICULA
Technical Assistant II

MARY ROSE D. PAGAYUNAN
ADAS III/Legal Assistant

Medical Committee

PROREILIE M. CONSTANTINO
Nurse II

Monitoring and Evaluation

JOHN C. MARCIALES
Education Program Specialist II

LENIEL M. IBADLIT
Administrative Officer II

CRIS GEO D. ADVINCULA
Administrative Officer II

Documentation

LUDIVICO D. ANDICO
Technical Assistant II

AR. CRISTY KAREN R. CASQUEJO
Technical Assistant II

ENGR. RALPH CEPEDA
Technical Assistant IV

ICT

DENOR D. TORRES
Technical Assistant I



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Enclosure No. 3 to Division Memo No. 528 s. 2025

**CONDUCT OF TRAINING ORIENTATION AND WORKSHOP ON SCHOOL
SITES TITLING PROCESSES AND PROCEDURES**

**LIST OF PARTICIPANTS
Batch 1**

No.	DISTRICT	SCHOOL NAME
1	Altavas	Altavas National High School
2	Altavas	Quinasay-an Elementary School
3	Altavas	Odiong Elementary School
4	Altavas	Lumaynay Elementary School
5	Altavas	Hongoton Elementary School
6	Altavas	Guisi Elementary School
7	Altavas	Dina-ut Elementary School
8	Altavas	Cabugao Elementary School
9	Altavas	Altavas Elementary School
10	Altavas	Cabangila Elementary School
11	Altavas	Catmon Integrated School
12	Altavas	Dalipdip Elementary School
13	Altavas	Eahog Elementary School
14	Altavas	Ginictan Elementary School
15	Altavas	Linayasan Elementary School
16	Altavas	Lumaynay Elementary School Annex Sangeay
17	Altavas	Lupo Elementary School
18	Altavas	Sapa Primary School
19	Altavas	Talon Integrated School
20	Altavas	Tibiao Elementary School
21	Altavas	Justicia Morales-Young National High School
22	Altavas	Linayasan National High School
23	Altavas	Lupo National High School
24	Balete	Aranas Elementary School
25	Balete	Balete Integrated School
26	Balete	Morales Elementary School
27	Balete	Bangbang Elementary School
28	Balete	Calizo Elementary School
29	Balete	Benetinan Elementary School
30	Balete	Arcangel Elementary School
31	Balete	Guanko Elementary School
32	Balete	Jose Borromeo Legaspi Memorial National High School
33	Balete	Feliciano Elementary School



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34	Balete	Fulgencio Norte Elementary School
35	Balete	Fulgencio Sur Elementary School
36	Balete	Maria And Feliciano Dela Cruz Elementary School
37	Balete	Oquendo Elementary School
38	Balete	Patrocinio A. Lachica Integrated School
39	Balete	Calizo National High School
40	Balete	Father Julian C. Rago Mnhs
41	Balete	Jose Feliciano Meñez Memorial National High School
42	Banga	Segundo M. Prado Elementary School
43	Banga	Bacan Elementary School
44	Banga	Daja Sur Elementary School
45	Banga	Urquiola Memorial Elementary School
46	Banga	Polo Elementary School
47	Banga	Mangan Elementary School
48	Banga	Mangga Elementary School
49	Banga	Agbanawan Primary School
50	Banga	Aguinaldo T.Repiedad Sr. Integrated School
51	Banga	Badiangan Elementary School
52	Banga	Banga Elementary School
53	Banga	Capitan Tazan Memorial Primary School
54	Banga	Daguitan Primary School
55	Banga	Daja Norte Elementary School
56	Banga	Dingle Elementary School
57	Banga	Don Edecio S. Venturanza Integrated School
58	Banga	Lapnag Primary School
59	Banga	Muguing Elementary School
60	Banga	Polocate Elementary School
61	Banga	San Isidro Primary School
62	Banga	Sibalew Elementary School
63	Banga	Sigcay Elementary School
64	Banga	Taba-ao Primary School
65	Banga	Tabayon Primary School
66	Banga	Tinapuay Primary School
67	Batan	Camanci National High School
68	Batan	Caiyang Elementary School
69	Batan	Songcolan Elementary School
70	Batan	Man-up Elementary School
71	Batan	Camanci Elementary School
72	Batan	Cabugao Elementary School
73	Batan	Nicolas R. Delgado Elementary School
74	Batan	Magubahay Elementary School



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75	Batan	Rizal J. Rodriguez Sr. National High School
76	Buruanga	Katipunan Elementary School
77	Buruanga	Alegria Elementary School
78	Buruanga	Bagongbayan Elementary School
79	Buruanga	Bel-is Elementary School
80	Buruanga	Buruanga Elementary School
81	Buruanga	Cabugao Elementary School
82	Buruanga	Habana Integrated School
83	Buruanga	Mayapay Elementary School
84	Buruanga	Santander Elementary School
85	Buruanga	Tabungyan Elementary School
86	Buruanga	Tag-osip Elementary School
87	Buruanga	Tigum Elementary School
88	Buruanga	Buruanga National High School
89	Buruanga	Buruanga Vocational School
90	Ibajay I	Ondoy National High School
91	Ibajay I	Batuan Primary School
92	Ibajay I	Mabusao Elementary School
93	Ibajay I	Maloco National High School
94	Ibajay I	Agutay Primary School
95	Ibajay I	Antipolo Elementary School
96	Ibajay I	Capilijan Primary School
97	Ibajay I	Ibajay Central School
98	Ibajay I	Ibajay Integrated School
99	Ibajay I	Yawan Primary School
100	Ibajay I	Malindog Primary School
101	Ibajay II	Naile National High School
102	Ibajay II	Bugtongbato Elementary School
103	Ibajay II	Cabugao Primary School
104	Kalibo	Pook Integrated School
105	Kalibo	Andagaw Elementary School
106	Kalibo	Caano Elementary School
107	Kalibo	Tigayon Elementary School
108	Kalibo	Mobo Elementary School
109	Lezo	Bugasongan Elementary School
110	Lezo	Lezo Integrated School
111	Lezo	Sta. Cruz Biga-a Elementary School
112	Lezo	Catalino M. Prado National High School
113	Lezo	Agcawilan-Silakat Nonok Elementary School
114	Libacao	Pinonoy Primary School
115	Libacao	Pampango Elementary School



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116	Libacao	Alfonso XII National High School
117	Libacao	Rivera Primary School
118	Libacao	Julita Elementary School
119	Libacao	Agbatuan Elementary School
120	Libacao	Belen Primary School
121	Libacao	Calacabian Elementary School
122	Libacao	Libacao Central Elementary School
123	Libacao	Libacao National Forestry Vocational High School
124	Libacao	Guadalupe National High School
125	Libacao	Manika Elementary School
126	Libacao	Ortega Integrated School
127	Madalag	Alaminos Elementary School
128	Madalag	Galicia Primary School
129	Madalag	Libas Primary School
130	Madalag	Napnot Primary School
131	Madalag	Paningayan Elementary School
132	Madalag	Daguitan Ilaya Primary School
133	Makato	Baybay-alibagon Integrated School
134	Makato	Anselmo B. Legaspi National High School
135	Makato	Quirico T. Tabanera Elementary School
136	Malay	Boracay National High School
137	Malay	Argao Elementary School
138	Malay	Balabag Elementary School
139	Malay	Caticlan Elementary School
140	Malay	Cubay Elementary School
141	Malay	Kabulihan - Dumlog Elementary School
142	Malay	Malay Elementary School
143	Malay	Manocmanoc Elementary School
144	Malay	Naasog Elementary School
145	Malay	Nabaoy Elementary School
146	Malinao	Kinalangay Nuevo Primary School
147	Malinao	Sugnod Elementary School
148	Malinao	Malandayon Primary School
149	Nabas	Pawa Elementary School
150	Nabas	Buenafortuna Elementary School
151	Nabas	Habana Elementary School
152	Nabas	Libertad Elementary School
153	Nabas	Magallanes Elementary School
154	Nabas	Matabana Elementary School
155	Nabas	Pinatoad Elementary School
156	Nabas	Tagororoc Integrated School



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157	Nabas	Toledo Elementary School
158	Nabas	Unidos Elementary School
159	Nabas	Union Elementary School
160	Nabas	Solido National High School
161	New Washington	Don Basilio Refundo Memorial School
162	New Washington	Guinbaliwan Elementary School
163	New Washington	Mabilo Elementary School
164	New Washington	New Washington Elementary School
165	New Washington	Pinamuk-an Integrated Farm School
166	New Washington	Tambak Elementary School
167	New Washington	Candelaria National High School
168	Numancia	Laguinbanua Integrated School
169	Numancia	Camanci Sur Elementary School
170	Numancia	Albasan Elementary School
171	Numancia	Dongon Elementary School
172	Tangalan	Vivo Integrated School
173	Tangalan	Tagas Elementary School
174	Tangalan	Lanipga- Napatag Primary School
175	Tangalan	Dap-dap Elementary School
176	Tangalan	Dumatad Elementary School
177	Tangalan	Sergio L. Taligatos Elementary School



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**LIST OF PARTICIPANTS
Batch 2**

No.	DISTRICT	SCHOOL NAME
1	Banga	Torralba Elementary School
2	Banga	Bacan National High School
3	Banga	Daja Sur National High School
4	Banga	Mangan National High School
5	Banga	Petronilo C. Ibadlit National High School
6	Banga	Torralba National High School
7	Batan	Angas Integrated School
8	Batan	Batan Elementary School
9	Batan	Bay-ang Elementary School
10	Batan	Camaligan Elementary School
11	Batan	Ipil Integrated School
12	Batan	Lalab Elementary School
13	Batan	Lupit Elementary School
14	Batan	Mambuquiao Integrated School
15	Batan	Mandong Integrated School
16	Batan	Napti Integrated School
17	Batan	Palay Integrated School
18	Batan	Tabon Integrated School
19	Batan	Talangban Elementary School
20	Batan	Batan Academy (A National School)
21	Batan	Bay-ang Magpag-ong National High School
22	Batan	Camaligan National High School
23	Batan	Lalab National High School
24	Buruanga	Balusbos Primary School
25	Buruanga	Pepe Elementary School
26	Ibajay I	Agbago Elementary School
27	Ibajay I	Aquino Elementary School
28	Ibajay I	Laguinbanwa Elementary School
29	Ibajay I	Sta. Cruz Elementary School
30	Ibajay I	Tagbaya Elementary School
31	Ibajay I	Tul-ang Elementary School
32	Ibajay I	Ondoy Elementary School
33	Ibajay II	Agbaliw Primary School
34	Ibajay II	Agdugayan Integrated Farm School



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35	Ibajay II	Aparicio Elementary School
36	Ibajay II	Buenavista Primary School
37	Ibajay II	Mina-a Elementary School
38	Ibajay II	Monlaque Elementary School
39	Ibajay II	Naisud Central School
40	Ibajay II	Naligusan Elementary School
41	Ibajay II	Regador Elementary School
42	Ibajay II	Rivera Primary School
43	Ibajay II	Rizal Elementary School
44	Ibajay II	San Isidro Elementary School
45	Ibajay II	San Jose Elementary School
46	Ibajay II	Unat-Bagacay Elementary School
47	Ibajay II	Monlaque National High School
48	Ibajay II	Naisud National High School
49	Kalibo	Briones Elementary School
50	Kalibo	Gen. F. Castillo Memorial School
51	Kalibo	Kalibo Pilot Elementary School
52	Kalibo	Nalook Elementary School
53	Kalibo	New Buswang Elementary School
54	Kalibo	Aklan National High School For Arts And Trades
55	Kalibo	Gaudencio L. Vega National High School
56	Kalibo II	Bakhaw Norte Integrated School
57	Kalibo II	Estancia Elementary School
58	Kalibo II	Kalibo Elementary School
59	Kalibo II	Kalibo Integrated Special Education Center
60	Kalibo II	Linabuan Norte Elementary School
61	Kalibo II	Old Buswang-Bakhaw Sur Elementary School
62	Kalibo II	Tinigaw Elementary School
63	Kalibo II	Linabuan National High School
64	Kalibo II	Regional Science High School For Region VI
65	<i>Ibajay II</i>	<i>Naile Elementary School</i>
66	Lezo	Ibao Elementary School
67	Lezo	Prudencio T. Yerro Elementary School
68	Lezo	Tayhawan Elementary School
69	Lezo	Uldario P. Custodio Elementary School
70	Libacao	Agmailig Elementary School
71	Libacao	Batobato Primary School
72	Libacao	Bonza Primary School
73	Libacao	Bueosangay Primary School
74	Libacao	Calamcan Elementary School



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75	Libacao	Casit-an Primary School
76	Libacao	Dalagsaan Integrated School
77	Libacao	Guadalupe Elementary School
78	Libacao	Janlud Elementary School
79	Libacao	Loctuga Elementary School
80	Libacao	Magugba Primary School
81	Libacao	Marapayao Primary School
82	Libacao	Maytaraw Primary School
83	Libacao	Ogsip Primary School
84	Libacao	Oyang Primary School
85	Libacao	Rosal Elementary School
86	Libacao	Sibalew Primary School
87	Libacao	Taroytoy Elementary School
88	Libacao	Alfonso XII Elementary School
89	Libacao	Loctuga National High School
90	Madalag	Agtughangin Integrated School
91	Madalag	Alas-as Primary School
92	Madalag	Bacyang Primary School
93	Madalag	Balactasan Elementary School
94	Madalag	Cabangahan Primary School
95	Madalag	Cabilawan Primary School
96	Madalag	Catabana Primary School
97	Madalag	Dit-ana Primary School
98	Madalag	Guinatu-an Primary School
99	Madalag	Logohon Primary School
100	Madalag	Ma. Cristina Integrated School
101	Madalag	Madalag Elementary School
102	Madalag	Mamba Elementary School
103	Madalag	Mananggad Primary School
104	Madalag	Medina Integrated School
105	Madalag	Mercedes Primary School
106	Madalag	Pang-itan Elementary School
107	Madalag	Panipiason Primary School
108	Madalag	San Jose Elementary School
109	Madalag	Singay Primary School
110	Madalag	Talangban Primary School
111	Madalag	Talimagao Primary School
112	Madalag	Tigbawan Primary School
113	Madalag	Loreto N. Nedic National High School
114	Madalag	Madalag National High School



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115	Madalag	Sofronio R. Palabrica Sr. National High School
116	Makato	Alibagon Primary School
117	Makato	Bagong Barrio Integrated School
118	Makato	Cabatanga Elementary School
119	Makato	Cajilo Elementary School
120	Makato	Calangcang Elementary School
121	Makato	Castillo Elementary School
122	Makato	Cayangwan Elementary School
123	Makato	Col. Deogracias U. Tenazas Elementary School
124	Makato	Dioscoro T. Tejada Elementary School
125	Makato	Libang Elementary School
126	Makato	Makato Integrated School
127	Makato	Mantiguib Elementary School
128	Makato	Tibiawan Elementary School
129	Makato	Tina Elementary School
130	Makato	Tugas-Dunga Elementary School
131	Makato	Dr. Ramon B. Legaspi, Sr. National High School
132	Malay	Napa-an Primary School
133	Malay	Sambiray Primary School
134	Malay	Yapak Elementary School
135	Malay	Lamberto H. Tirol National High School
136	Malay	Malay National High School
137	Malay	Manocmanoc National High School
138	Malinao	Lilo-an National High School
139	Malinao	Angeles Ibardolasa Elementary School
140	Malinao	Banaybanay Primary School
141	Malinao	Bulabud Elementary School
142	Malinao	Cabayugan Elementary School
143	Malinao	Cogon Elementary School
144	Malinao	Dangcalan Elementary School
145	Malinao	Kinalangay Viejo Integrated School
146	Malinao	Lilo-an Elementary School
147	Malinao	Malinao Elementary School
148	Malinao	Manhanip Primary School
149	Malinao	Navitas Elementary School
150	Malinao	Osman Elementary School
151	Malinao	Rosario Elementary School
152	Malinao	San Dimas Elementary School
153	Malinao	San Ramon Elementary School
154	Malinao	San Roque Integrated School



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155	Malinao	Sipac Primary School
156	Malinao	Tambuan Elementary School
157	Malinao	Tigpalas Primary School
158	Malinao	Ciriaco L. Icamina, Sr. National High School
159	Malinao	Malinao School For Philippine Craftsmen
160	Malinao	Navitas National High School
161	Malinao	Rosario National High School
162	Nabas	Unidos National High School
163	Nabas	Alimbo Baybay Primary School
164	Nabas	Buenasuerte Elementary School
165	Nabas	Gibon Elementary School
166	Nabas	Laserna Integrated School
167	Nabas	Nabas Elementary School
168	Nabas	Nagustan Elementary School
169	Nabas	Rizal Elementary School
170	Nabas	Solido Elementary School
171	<i>Ibajay I</i>	<i>Maloco Elementary School</i>
172	Nabas	Toledo National High School
173	Nabas	Union National High School
174	New Washington	Candelaria Elementary School
175	New Washington	Cawayan Elementary School
176	New Washington	Dumaguít Elementary School
177	New Washington	Jalas Elementary School
178	New Washington	Jugas Elementary School
179	New Washington	Lawa-an Elementary School
180	New Washington	Ochando Elementary School
181	New Washington	Polo Elementary School
182	New Washington	Puis Elementary School
183	New Washington	Tomas Sm. Bautista Elementary School
184	New Washington	New Washington National Comprehensive High School
185	New Washington	Ochando National High School
186	Numancia	Aliputos Elementary School
187	Numancia	Badio Elementary School
188	Numancia	Bubog Elementary School
189	Numancia	Bulwang Integrated School
190	Numancia	Camanci Norte Elementary School
191	Numancia	Navitas Elementary School
192	Numancia	Numancia Integrated School
193	Numancia	Pusiw Elementary School
194	Numancia	Numancia National School Of Fisheries



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195	Tangalan	Jawili Integrated School
196	Tangalan	Panayakan National High School
197	Tangalan	Tangalan National High School
198	Tangalan	Baybay Elementary School
199	Tangalan	Juan B. Molo-Afga Elementary School
200	Tangalan	Panayakan Elementary School
201	Tangalan	Tamalagon Integrated School
202	Tangalan	Tangalan Elementary School
203	Tangalan	Tondog Elementary School



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Enclosure No. 4 to Division Memo No. 528 s. 2025

**CONDUCT OF TRAINING ORIENTATION AND WORKSHOP ON SCHOOL SITES
TITLING PROCESSES AND PROCEDURES**

Steering Committee

DR. FELICIANO C. BUENAFE JR. CESO VI
Schools Division Superintendent

DR. RAMON D. PARAS JR.
Assistant Schools Division Superintendent

Technical Working Group (Malay, Aklan)

DEMOCRITO V. BARRIENTOS II
Principal-In-Charge of the District
District of Malay

Master of Ceremonies

NINA KHRISHNA C. GUMBOC
Teacher-In-Charge
Kabulihan Dumlog Elementary
School

Preliminaries

TEN CHOSEN PARTICIPANTS
(Students and Teachers)

Transportation from Caticlan Airport
to Jetty Port, Jetty Port to Boracay
Jetty Port

LIGAYA C. APARICIO
Principal I
Caticlan Elementary School

KENNETH S. SENIEL
Principal I
Cubay Elementary School

Program/Preliminaries

MC JOHN F. GELITO
Teacher-In-Charge
Boracay National High School

BOBBY N. DALIDA
Conductor/Choir
Teacher I
Boracay National High School

Transportation/Facilitator from
Boracay Jetty Port to Pinnacle
Resorts and Villas

VAL T. CASIMERO
Head Teacher I
Manocmanoc National High School



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