



Republic of the Philippines
Department of Education

Region I
SCHOOLS DIVISION OFFICE OF PANGASINAN II

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

No. 570, Series 2024

To: **PUBLIC ELEMENTARY AND SECONDARY SCHOOL HEADS
OTHERS CONCERNED**

Date: **October 21, 2024**

Subject: **REQUEST FOR BUDGET FOR SCHOOL SITE SURVEY**

PARTICULARS

In preparation for the application of School Special Patent, school sites must be surveyed and issued an approved survey plan. In connection herewith, school sites with no titles yet in the name of the School are hereby encouraged to submit photocopy of their school site documents for verification by the Office of the Legal Unit to be included in the list of schools to be allocated for school site survey.

Kindly submit your request and photocopy of school site documents on or before October 25, 2024 before the Office of the Legal Unit. Late submission of request will no longer be accommodated due to limited budget downloaded for survey this year.

For strict compliance and wide dissemination of this Memorandum is desired.


VIVIAN LUZ S. PAGATPATAN, CESO VI
Officer-in-Charge
Office of the Schools Division Superintendent

