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Republika ng Pilipinas
Kagawaran ng Edukasyon
Tanggapan ng Pangalawang Kalihim

OUA MEMO 00-0820-0145
MEMORANDUM
25 August 2020

For: **Dr. Gilbert T. Sadsad**
Regional Director, DepEd Region V

Schools Division Superintendents concerned
Public Schools District Superintendents concerned
Division Engineers and Architects concerned

Subject: **LAND SURVEYING ON SELECTED SCHOOL SITES AND
PREPARATION OF SCHOOL SITE DEVELOPMENT PLAN**

The Office of the Undersecretary for Administration (OUA) and Education Facilities Division (EFD) thru the following Service Providers will conduct land surveying for the preparation of School Site Development Plan on selected schools in Region V from July 2020 to December 2020.

- 1. LOT 04 (Region V) = VHD Joint Ventures (Joint Venture of Valdez Surveying and Realty Services and Habbiling and Associates Land Surveying Services)**

In view of this, the Regional and Division Offices concerned must prepare the following documents:

- 1.) Site ownership documents (TCT, Tax Declaration, usufruct, etc.)**
- 2.) Lot Plan, if available**
- 3.) Existing School Site Development Plan**

These documents shall be provided to the Service Providers prior to the execution of the project. Attached herewith is the list of recipient schools for the above-mentioned subject for reference.

For your guidance and compliance.


ALAIN DEL B. PASCUA
Undersecretary



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Office of the Undersecretary for Administration (OUA)

[Administrative Service (AS), Information and Communications Technology Service (ICTS), Disaster Risk Reduction and Management Service (DRMMS), Bureau of Learner Support Services (BLSS), Baguio Teachers Camp (BTC), Central Security & Safety Office (CSSO)]

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