



Republic of the Philippines
Department of Education
REGION IV MIMAROPA
SCHOOLS DIVISION OF PALAWAN

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

DIVISION MEMORANDUM
NO. 394, s. 2022

TO: OIC-Assistant Schools Division Superintendents
Chief Education Supervisors, SGOD and CID
Public Schools District Supervisors
Elementary and Secondary School Heads/Principals
All Others Concerned

FROM: **ROGER F. CAPA, CESO VI** 
Schools Division Superintendent

SUBJECT: **REMINDER TO SCHOOL HEADS RE MEMORANDA OF AGREEMENT (MOA) ON LAND DONATIONS**

DATE: October 10, 2022

1. The Schools Division of Palawan reminds all School Heads in the field of the provisions of **DO 57, s. 1995, "School Site Acquisition and Documentation for all Public Elementary and Secondary Schools."**
2. In particular, this Office would like to reiterate the provisions in Section three, Paragraph 1, Bullet 1 re Donation of Land: "**...must be duly accepted either on the Deed of Donation or in a separate document by the DECS (DepEd) Secretary or his representative, provided, that the same is absolute in character, that is, the donation does not impose any onerous condition or burden on the Department, and must be duly registered with the Register of Deeds, and the appropriate memorandum of transfer is annotated on the back of the certificate of title.**"
3. The Office reminds School Heads to coordinate with the Schools Division Office before entering into any Memoranda of Agreement (MOA) or Donation of Deeds regarding land acquisitions.
4. For immediate and wide dissemination.

