



DIVISION MEMORANDUM

No. 52, s. 2019


COMPOSITION OF THE DIVISION SCHOOL SITE TITLING COMMITTEE

To: All Concerned

1. In order to strengthen the assistance rendered to all schools both in the elementary and secondary level of this division office in terms of providing administrative, financial and legal support for the development and improvement of school system, protection from administrative and legal issues affecting school sites, and provision and allocation of funds relative thereto, the following shall compose the Division School Site Titling Committee:

Chairman:	Peter J. Galimba	OIC-Asst. Schools Division Superintendent
Vice-Chairman:	Atty. Racel Malaluan	Attorney III
Members:	Lyn Rose E. Otea	Administrative Officer V
	Arnold S. Magdaet	Administrative Officer V
	Engr. Raymond Noquilla	Engineer III
	Alfredo N. Nombro, Jr.	Administrative Officer IV

2. The committee shall be assisted by the Office of the Records Unit, headed by Dino Alexandrinos Xenos M. Lopez, Administrative Officer IV, which shall act as the committee's secretariat. It shall keep the records pertinent to school site titling, as well as provide administrative support.
3. Wide and immediate dissemination of this memorandum is desired.


MA. LORLINE M. ORTILLO, CESO VI
Schools Division Superintendent 