



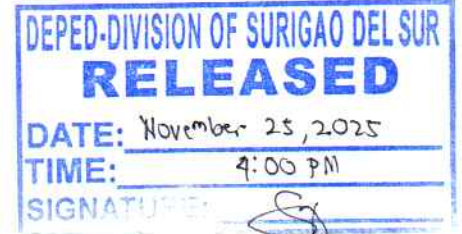
Republic of the Philippines
Department of Education

Caraga Region

SCHOOLS DIVISION OF SURIGAO DEL SUR



DIVISION MEMORANDUM
 No. 521, s. 2025

To: Schools Division Superintendents
 Legal Officer
 Schools Titling Personnel
 School Heads
 All Others Concerned



PRE-SURVEY ORIENTATION FOR SCHOOL HEADS OF IDENTIFIED SCHOOLS ON THE CONDUCT OF SCHOOL SITE SURVEY

1. In preparation for the school site surveys to be conducted across the selected public school in the Province of Surigao del Sur next year, the Legal Office in coordination with the Schools Titling Office, will hold a pre-survey orientation on December 2, 2025 at Shacene, Tandag City, Surigao del Sur (Pre-Survey Activity).
2. The Pre-Survey Activity will serve as an avenue to disseminate important information, clarify roles and responsibilities, and ensure readiness at the school level relative to the surveys of the select schools. This initiative aims to foster efficiency, coordination, and compliance with standards set by the Department of Education and relevant government agencies.
3. Participants of this Pre-Survey Activity are the SGOD Chief, Legal Office Personnel, Schools Titling Personnel, Division Engineer, Identified School Heads and Contracted Geodetic Engineers. See the enclosure for the List of Participants.
4. For your information and guidance.


 LORENZO O. MACASOCOL, PhD., CESO V
 Schools Division Superintendent 



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