



Republic of the Philippines
Department of Education
REGION I



Office of the Regional Director

JAN 31 2022

REGIONAL MEMORANDUM
No. 087, s. 2022

**ASSESSMENT AND REVIEW OF PENDING CASES AND ACCOMPLISHMENT
REPORT ON RESOLVED AND DECIDED CASES FOR 2021 CUM FOCUS GROUP
DISCUSSION ON REVALIDATION OF SCHOOL SITES, SITES TITLING
PROCESSES AND STATUS UPDATE ON CASES INVOLVING SCHOOL SITES**

To: All Schools Division Superintendents
Division Legal Officers, Legal Designate, and
School Sites Focal Persons

1. This Office, through its Legal Unit will conduct Assessment and Review of Pending Cases and Accomplishment Report on Resolved and Decided Cases for 2021 cum Focus Group Discussion on Revalidation of School Sites, Sites Titling Processes and Status Update on Cases Involving School Sites on **February 8, 2022, 8:30 a.m-4:00 pm via Microsoft Teams**. The activity will be divided into two sessions; AM session will be allotted for the Assessment and Review of Administrative Cases, while the PM session will be for the focus group discussion on school sites cases and processes.
2. This activity is part of this Office's Legal Unit mandate to continuously update the status administrative matters and cases and to resolve issues and concerns in line with the conduct of investigation. This will also serve as an avenue of collaboration for the identification of issues/concerns encountered with regard to school sites processes, and to eventually come up with a well-defined solution.
3. Participants to this meeting are the Legal Officers, Legal Designate, and School Sites Focal Persons of the Schools Division Offices of this region. A meeting link shall be provided, and the participants are required to login ten (10) minutes before the scheduled time. School Sites Focal Persons are advised to join the meeting by 1:00 p.m. as there were confidential matters that will be discussed during the AM session.
4. Legal Officers and Legal Designate are advised to submit the following reports:
 - a. Status of cases referred for Formal Investigation;
 - b. Status of cases referred Fact-Finding Investigation;
 - c. Status of cases referred Mediation;
 - d. Status of cases referred for appropriate action from the PAAC, 8888, CSC Contact Center ng Bayan; and
 - e. Issues and concerns encountered in the process of investigation.

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5. On the other hand, school sites focal persons are advised to submit a report on the status of utilization of downloaded funds for school sites, and status of School sites cases filed in court and those that were not yet filed in court.

6. The accomplished reports shall be submitted through this link, <https://tinyurl.com/YearEndDocuments>, not later than February 2, 2022.

7. The Program of Activities is provided below, for reference.

TIME	PARTICULARS/AGENDA	RESPONSIBLE PERSON
8:30-8:50	Preliminaries Acknowledgement of Participants	Ralph Jefferson D. Alvarez, Legal Assistant II
8:50-9:00	Opening Remarks/Statement of Purpose	Atty. Rosemarie M. Wailan, Attorney IV
9:00-9:10	ARD's Time	ARD Ronald B. Castillo
9:10-9:30	RD's Time	RD Tolentino G. Aquino
9:30-11:30	Presentation of Reports	Legal Officers/Legal Designate
11:30-12:00	Other matters	Ralph Jefferson D. Alvarez, Legal Assistant II
12:00-1:00	Lunch Break	
1:00-2:30	Presentation of Reports on Utilization of Downloaded funds for school sites	School Sites Focal Persons
2:30-4:00	Discussion on issues, concerns, and challenges regarding school sites processes	Atty. Rosemarie M. Wailan, Attorney IV Soraida M. Rangiris, Administrative Officer V, Sites Titling Office

8. For information and compliance.


TOLENTINO G. AQUINO
Director IV

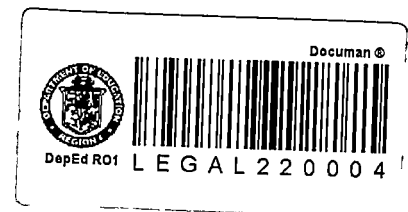
Reference: None

To be indicated in the Perpetual Index
under the following subject:

Investigation
Cases

School Sites
Discussion

ORD-LU/RMW/rja/RMLU0001
January 24, 2022



-RM-2022 Review and Assessment cum Schools Sites Processes -