



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
SCHOOLS DIVISION OF BATANGAS

August 1, 2025

DIVISION MEMORANDUM

No. 388, s. 2025

**REQUEST FOR UPDATED TAX DECLARATION OF REAL PROPERTY – LAND
(2025) FOR ALL PUBLIC SCHOOL SITES**

TO: Assistant Schools Division Superintendents
Chief- Curriculum Implementation Division (CID)
Chief- School Governance and Operations Division (SGOD)
Education Program Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

1. In line with the ongoing efforts of the Department of Education to ensure proper documentation, monitoring, and titling of all school sites within the Schools Division of Batangas, you are hereby directed to facilitate the **updating of Tax Declaration of Real Property (2025)** for **all public school sites** under your respective districts.
2. All Public Schools District Supervisor (PSDS) are directed to coordinate with the concerned School Heads to accomplish the following:
 - a. Secure a certified true copy of the latest **Tax Declaration – Land (2025)** from the Municipal Assessor's Office;
 - b. Ensure that the tax declaration reflects accurate and updated ownership information.
3. This initiative is crucial for the validation and processing of land titles under the School Sites Titling Program and for ensuring compliance with existing policies on land ownership and documentation.
4. For questions or clarification, you may coordinate directly with the Division School Sites Titling Office through Legal Unit ATTN: Engr. Josephine Atienza, Team Leader 0927-555-2433.
5. For your immediate compliance.


MARITES A. IBANEZ, CESO V
Schools Division Superintendent



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Encl. None

Reference: Memorandum OULLA-2025-921

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

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