



Republic of the Philippines  
**Department of Education**  
REGION III  
SCHOOLS DIVISION OFFICE OF BATAAN

MAY 06 2026

**DIVISION MEMORANDUM**  
No. 198, s. 2026

**COLLECTION OF SCHOOL SITE OWNERSHIP DATA AND DOCUMENTS**

To: Public Schools District Supervisors  
All Public School Head and Principals  
All Others Concerned

1. In reference to the workshop conducted pursuant to **Memorandum No. OULLA-2026-1362**, all school heads and principals are hereby required to accomplish the **Collection of School Site Ownership Data and Documents Form**.
2. For guidance and reference, the following materials are made available: presentation slides, frequently asked questions (FAQs), written guide, and the recorded YouTube Live session of the workshop.
3. All concerned are directed to complete the required data submission on or before **May 9, 2026**.
4. Access the following links:
  - **Google Form (Respondents):**  
<https://forms.gle/E8pBnf348SuYJvhz6>
  - **Presentation, FAQs, and Written Guide:**  
<https://bit.ly/4eQkvMB>
  - **YouTube Live Recording:**  
<https://bit.ly/3QFPIxH>
5. Immediate dissemination of and strict compliance with this Memorandum is directed.

  
**CAROLINA S. VIOZETA, EdD, CESO V**  
Schools Division Superintendent

To be included in the Perpetual Index  
Under the following subjects:  
School Ownership Documents

JPH  
May 5, 2026