



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF PANABO CITY

DIVISION MEMORANDUM
SGOD-2025-0432

To: Assistant Schools Division Superintendent
Chief Education Supervisor, SGOD
Chief Education Supervisor, CID
Public Schools District Supervisors
Public Elementary School Principal/School Heads
Public Secondary School Principal/School Heads

Subject: **SUBMISSION OF FINAL AND EXECUTORY SCHOOL SITE
DEVELOPMENT PLAN WITH TREE PLANTING AREA**

Date: August 13, 2025

Please be informed that the final and executory School Site Development Plan must be submitted on or before August 31, 2025. This requirement forms part of the school titling process as mandated by the Community Environment and Natural Resources Office (CENRO), Panabo City.

In compliance with CENRO guidelines, the School Site Development Plan must specifically indicate a designated tree planting area, thereby contributing to environmental sustainability efforts and supporting initiatives to address the adverse effects of global warming.

Timely submission of this document is imperative to ensure the smooth processing of your school's titling requirements. For further clarifications, you may coordinate with the *Division School Titling Focal, Keren T. Luma, Education Program Supervisor.*

For your information and guidance.


JINKY B. FIRMAN PhD, CESO VI
Schools Division Superintendent

RELEASED

AUG 15 2025

SGOD/aba/ktl

RECORDS SECTION SDO PANABO CITY
BY 



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