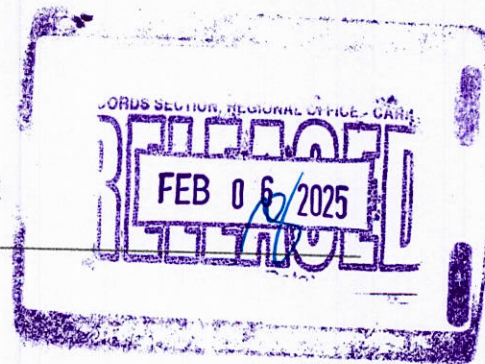




Republic of the Philippines
Department of Education
CARAGA REGION



REGIONAL MEMORANDUM
No. **0120**, s. 2025

To: Schools Division Superintendents
Division SBM Coordinators
All Others Concerned

SUBMISSION OF DIVISION ACTION PLAN ON THE IMPLEMENTATION OF
SCHOOL-BASED MANAGEMENT

1. The Department of Education (DepEd) issues the Guidelines on the Implementation of the Revised School-Based Management (SBM) System through DepEd Order No. 007, s. 2024, which aims to strengthen the policy on decentralizing decision-making authority to school administration on matters affecting school operations and to establish a mechanism on continuous improvement and provision of technical assistance at the school level.
2. As we embark into the full implementation of this policy, each Schools Division Office (SDO) is enjoined to submit the Division Action Plan on the Implementation of School-Based Management (SBM) following the attached template to caraga@deped.gov.ph not later than February 7, 2025.
3. Widest dissemination of this memorandum is desired.


MARIA INES C. ASUNCION
Director IV
Regional Director 

Encl.: As stated
Reference: None
To be indicated in the Perpetual Index
under the following subjects:

FTAD/apm
02/03/2025



Address: J.P. Rosales Avenue, Butuan City
Trunkline No: (082) 225-1151
Telefax No: (085) 342-5959
Email: caraga@deped.gov.ph
Website: caraga.deped.gov.ph



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Enclosure 1 to RM _____, s. 2025



Republic of the Philippines
Department of Education
CARAGA REGION

DIVISION ACTION PLAN
CY 2025

Division:

Program: School-Based Management

Instructions:

1. Fill-up the table below in terms of your implementation of then School-Based Management (SBM) in your division.
2. Columns 1, 6 and 7 are already provided. These are the objectives, outputs and output indicators articulated in Version 3 of the Office Functions of the School Governance and Operations Division (SGOD).
3. Add more rows when needed.
4. Submit the signed Division Action Plan on/or before the set deadline.

Objectives (1)	Strategies/Activities (2)	Persons/Office Involved (3)	Resources Needed (4)	Time Frame (5)	Expected Output (6)	Output Indicator (7)
To capacitate schools and learning centers in the delivery of basic education program support services					• Approved OPCR of School Heads, DEDP/SIP/AIP, Training Designs, Project Completion Reports, SBM Report, Learning and Development Plans and Programs	• Number of approved and implemented OPCR, DEDP/SIP/AIP, Training Designs, Project Completion Reports, SBM Report, Learning and Development Plans and Programs • M&E results of PPAs implemented

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To ensure the continuous improvement of schools and learning centers thru School-Based Management (SBM)		• List of schools validated per SBM Level of Practice • SBM Progress Report • Accomplishment Report on Technical Assistance provision to schools pertinent to school-based management • Consolidated SBM Progress Monitoring Report	• Number of technical assistances provided based on SBM • Number of schools with improved SBM Level of Practice • Number of submitted and approved SBM Progress Report
		• Report on CI projects fully implemented in schools and in the SDO • Established school best practices along SBM	• Number of fully implemented and recognized CI projects • No of school best practices along SBM

Prepared by:

Noted by:

Approved by:

Division SBM Coordinator

SGOD Chief

Schools Division Superintendent

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