



Republic of the Philippines
Department of Education
CARAGA REGION

DEPARTMENT OF EDUCATION
RECORDS UNIT, REGIONAL OFFICE, CARAGA

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AUGUST 20 2025

REGIONAL MEMORANDUM
FTAD – 2025 –0865

To: Schools Division Superintendents) Division of Siargao
All Others Concerned) Division of Cabadbaran City

**SCHOOL VISIT AND PROVISION OF TECHNICAL ASSISTANCE ON THE
IMPLEMENTATION OF SCHOOL-BASED MANAGEMENT (SBM)**

1. This office hereby informs the field of the schedule for school visits and technical assistance on the implementation of School-Based Management (SBM).
2. Schedule of Visits:
 - a. Division of Siargao Islands: August 26-27, 2025
 - b. Division of Cabadbaran City: August 28-29, 2025
3. The visit will focus on the following key areas:
 - a. Implementation of SBM based on D.O. 7, s. 2024.
 - b. Implementation of SGC and SPTA officers in compliance with D.O. No. 26, s. 2022 and D.O. 13, s. 2022.
 - c. Implementation of SIP, in compliance with D.O. 44, s. 2015.
 - d. Implementation and liquidation of school MOOE of FY 2025
4. To ensure a smooth process, the Schools Division Offices (SDOs), through the Division SBM Coordinators, shall select up to four schools per day to be visited, taking into account the geographical location and accessibility.
5. Travel expenses and per diem of Regional Office personnel shall be charged to local funds, subject to the government accounting and auditing rules and regulations.
6. For clarification and questions, please contact Alejandro P. Macadatar, Chief, FTAD, at 09066994033 (TM) or via email at ftad_caraga@deped.gov.ph.

MARIA INES C. ASUNCION

Director IV
Regional Director

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

SCHOOLS VISIT

FTAD/lala
08/5/2025



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