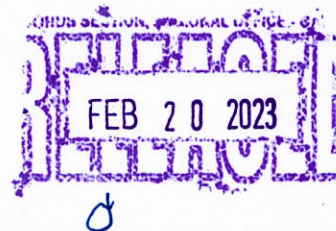




Republic of the Philippines
Department of Education
CARAGA REGION



February 17, 2023

REGIONAL MEMORANDUM

No. 0125, s. 2023

To: SCHOOLS DIVISION SUPERINTENDENTS
DIVISION SBM COORDINATORS
This Region

SELF-ASSESSMENT ON SCHOOL-BASED MANAGEMENT PRACTICES

1. DepEd Central Office issued DepEd Memorandum No. 075, s. 2022 entitled: **Moratorium on the Conduct of Division and Regional School-Based Management Validation Activities** which mandated the Schools Division Offices and Regional Office to hold the validation activity in abeyance.
2. However, paragraph no. 4 of said memorandum articulates that schools shall continue to undergo self-assessment using the existing SBM tool with the purpose of identifying areas for improvement in the following dimensions of school operations:
 - a. Leadership;
 - b. Governance and Accountability;
 - c. Human Resources and Team Development;
 - d. Finance and Resource Management and Mobilization;
 - e. Curriculum and Instruction; and
 - f. Learning Environment.
3. All schools are tasked to conduct the self-assessment from March to April 2023 using the SBM Assessment Tool and SBM Validation e-Tool which can be retrieved from <https://bit.ly/40WedBT>. Download the said templates and never upload any from the said google drive site to avoid errors and future problems; thus, preparation of the report shall be done offline.
4. Division SBM Coordinators are enjoined to submit report to the Regional Office through the Field Technical Assistance Division (FTAD) using Enclosures 1 & 2. All reports shall be emailed to ftad_caraga@deped.gov.ph attn: Alejandro P. Macadatar, Regional SBM Coordinator.
5. Results of the self-assessment as well as the concerns, issues, gaps and problems gathered after the submission of reports shall serve as benchmark for the provision of technical assistance by the Regional Office and to design activities that will help the Schools Division Offices to successfully implement the School-Based Management in all schools.



Address: J.P. Rosales Avenue, Butuan City
Trunkline No: (085) 225-1151
Telefax No: (085) 342-5969
Email: caraga@deped.gov.ph
Website: <https://caraga.deped.gov.ph/>



2023-02-02142

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6. For immediate action.


MA. GEMMA MERCADO LEDESMA
Regional Director 

Encls.: As stated

Reference: DM 75, s. 2022

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

SBM SELF ASSESSMENT

FTAD/apm
02/17/2023

SUMMARY OF SBM RATING REPORT

Instructions:

- 1. To be prepared in excel file.
- 2. To be prepared by municipality, in case of a Province and by district in case of a city.
- 3. To be emailed by the Division SBM Coordinator to ftad_caraga@deped.gov.ph not later than May 2, 2023

Division: _____

Municipality/ District	School Name	School ID	Rating	School Head	Overall Rating	SBM Level	Remarks (Put a “check” mark if the school is an existing Level III school)
			SBM Validation e-Tool	SBM Assessment Tool			

Prepared by:

Noted by:

Division SBM Coordinator

Schools Division Superintendent

Enclosure 2 to RM No: 0125 List of TA Needs and Priorities



Republic of the Philippines
Department of Education
CARAGA REGION

TA Form 1

LIST OF TA NEEDS AND PRIORITIES

Division: _____

Quarter: _____

Calendar Year: _____

Instructions:

1. School Heads shall submit to the Division all the TA Needs and Priorities to be addressed by the Regional Office.
2. Division SBM Coordinator shall consolidate ALL the TA Needs and Priorities using the table below.
3. Submit this template to the RO through ftad_caraga@deped.gov.ph
4. Important: Do not change anything in this template.

Areas of Concern	TA Needs and Priorities (Be specific)	Technical Assistance Needed from the RO (Information Sharing, Capability Building, Group/Work Management, etc.)	RO Functional Division

Prepared by: _____

Division SBM Coordinator

Approved by: _____

Schools Division Superintendent



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