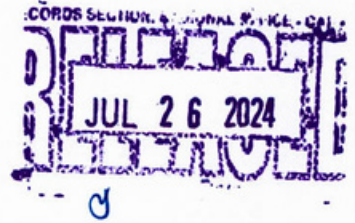




Republic of the Philippines
Department of Education
CARAGA REGION



July 22, 2024

REGIONAL MEMORANDUM
No. 0737, s. 2024

To: SCHOOLS DIVISION SUPERINTENDENTS
This Region

PARTICIPATION IN THE CONDUCT OF CAPACITY-BUILDING ON THE REVISED
SCHOOL-BASED MANAGEMENT (SBM) GUIDELINES

1. There will be a Capacity Building on the Revised School-Based management (SBM) Guidelines on September 16-19, 2024, at the NEAP RELC, General Santos City to be participated in by (1) RO FTAD Chief, (1) RO SBM Coordinator, (12) SGOD Chiefs, and (12) SDO SBM Coordinators.
2. Participants are expected to be at the venue at 2:00 PM of Day 0 and must check-out at 12:00 noon of Day 3.
3. All participants are expected to bring their laptops as workshop activities shall be accomplished electronically.
4. To confirm participation, kindly access this link: <https://bit.ly/SBMCapBuild-Reg> five (5) days before the schedule of the conduct of the activity.
5. For other details, please refer to the attached memorandum.
6. For appropriate action.

MARIA INES C. ASUNCION
Director III
Officer In-charge
Office of the Regional Director

Encl/s.: DM-OUHROD-2024-1271
Reference/s: DM-OUHROD-2024-1271
To be indicated in the Perpetual Index
under the following subjects:

SBM CAPACITY BUILDING

FTAD/apm
07/22/2024



Address: J.P. Rosales Avenue, Butuan City
Trunkline No: (082) 225-1151
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2024-07-11454

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Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM
DM-OUHROD-2024-1271

TO : **REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS
ALL OTHERS CONCERNED**

FROM : **WILFREDO E. CABRAL**
*Regional Director
Officer-in-Charge, Office of the Undersecretary
Human Resource and Organizational Development*

SUBJECT : **PARTICIPATION IN THE CONDUCT OF CAPACITY-BUILDING
ON THE REVISED SCHOOL-BASED MANAGEMENT (SBM)
GUIDELINES**

DATE : 01 July 2024

The issuance of DepEd Order 007, s. 2024, Policy Guidelines on the Implementation of the Revised School-Based Management (SBM) System, sets the Department of Education in the direction toward a revitalized approach to the implementation of SBM. In the revised guidelines, the SBM emphasizes **self-assessment for self-improvement** as a core message in nurturing a school culture that promotes effective and efficient practice of school processes.

With this new policy direction in place, the Bureau of Human Resource and Organizational Development (BHROD) through the School Effectiveness Division (SED) shall conduct a series of capacity-building activities with the primary purpose of capacitating key DepEd field office personnel in providing technical assistance on change management.

To provide guidance on the scope of the activity, as well as instructions about the administrative and logistical arrangements for this undertaking, all concerned personnel are encouraged to observe and adhere to the following attachments:

- **Annex A: Schedule and List of Expected Participants**
- **Annex B: Indicative Program of Activities**

For administrative concerns, please take note of the following:

1. Travel expenses of the CO Management Team shall be charged against **AR No: 2024-CO-01402 with activity code: AC-24-BHROD-SED-OPDNTP-P001**; while travel expenses of the participants shall be charged to local funds.
2. For Board and Lodging and Meal Arrangements, kindly refer to the table below:

Day	Breakfast	AM Snack	Lunch	PM Snack	Dinner	Board and Lodging
0				✓	✓	✓
1	✓	✓	✓	✓	✓	✓
2	✓	✓	✓	✓	✓	✓
3	✓	✓	✓			

Day 0: Arrival/ Check-in starts at 2:00 PM Onwards | Day 3: Check-out until 12 noon only

3. All participants are expected to **bring their laptops** as workshop activities shall be accomplished electronically. Bringing of personal extension cord is not mandatory, but ideal.
4. To confirm participant's attendance, kindly access this link: <https://bit.ly/SBMCapBuild-Reg> five (5) days before the schedule of the conduct of the activity.
5. All expenses are subject to the existing accounting and auditing rules and regulations.

For clarifications and other concerns, you may contact the BHROD-SED at telephone number (02) 8633-5397 or through email address at **bhrod.sed@deped.gov.ph**

For your information and appropriate action.

[BHROD-SED/ Aquino]

Annex A.**Schedule and List of Participants**

Cluster	Field Participants	Designation	Venue	Inclusive Dates
1	Region 6 Region 11	(1) RO FTAD Chief (1) RO SBM Coordinator (1) SGOD Chief (1) SDO SBM Coordinator	NEAP-RELC, General Santos City	Jul 22-25, 2024
2	Region 7 Region 8	(1) RO FTAD Chief (1) RO SBM Coordinator (1) SGOD Chief (1) SDO SBM Coordinator	Ecotech, Cebu City	Jul 29-Aug 1, 2024
3	Region 4B NCR	(1) RO FTAD Chief (1) RO SBM Coordinator (1) SGOD Chief (1) SDO SBM Coordinator	NCR (TBD)	Aug 5-8, 2024
4	Region 4A Region 5	(1) RO FTAD Chief (1) RO SBM Coordinator (1) SGOD Chief (1) SDO SBM Coordinator	Ecotech, Cebu City	Aug 12-15, 2024
5	Region 1 Region 2	(1) RO FTAD Chief (1) RO SBM Coordinator (1) SGOD Chief (1) SDO SBM Coordinator	Baguio Teachers' Camp	Aug 27-30, 2024
6	Region 9 Region 10	(1) RO FTAD Chief (1) RO SBM Coordinator (1) SGOD Chief (1) SDO SBM Coordinator	NEAP RELC, General Santos City	Sept 3-6, 2024
7	Region 3 CAR	(1) RO FTAD Chief (1) RO SBM Coordinator (1) SGOD Chief (1) SDO SBM Coordinator	Baguio Teachers' Camp	Sept 10-13, 2024
8	Region 12 CARAGA	(1) RO FTAD Chief (1) RO SBM Coordinator (1) SGOD Chief (1) SDO SBM Coordinator	NEAP RELC, General Santos City	Sept 16-19, 2024

Note: All SDO SGOD Chiefs and SBM Coordinators are expected to attend the activity.