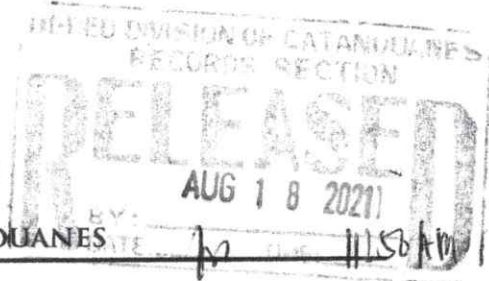




Republic of the Philippines  
**Department of Education**  
 REGION V  
 SCHOOLS DIVISION OFFICE OF CATANDUANES



August 17, 2021

**DIVISION MEMORANDUM**

**OSDS-SGOD-DM-356, s. 2021/ssc**

- To: Assistant Schools Division Superintendent  
 Chiefs of CID and SGOD  
 Education Program Supervisor – CID and SGOD  
 All Public Schools District Supervisors/District In – Charge  
 All School Heads (Elementary and Secondary)  
 School SBM Coordinators and SBM Task Force  
 All others concerned

**COMPOSITION OF THE SCHOOL – BASED MANAGEMENT (SBM) TASK FORCE**

1. Pursuant to DepEd Order No. 83, s. 2012 with subsequent Regional Memorandum No. 67, s. 2019 titled Implementing Guidelines On The Contextualized School – Based Management (SBM) Assessment, Process and Tool (APAT), schools are directed to conduct School–Based Management Assessment to determine the depth of SBM practice and the profile of its schools which need assistance or recognition.
2. Likewise, Schools Division Offices are mandated to conduct SBM Validation of the schools that achieved Level II of SBM Level of Practice in their Self – Assessment.
3. In response to this mandate, this Office created the School – Based Management (SBM) Task Force listed here in. the Team will be called DIVISION SBM Coordinating Team and are directed to conduct SBM Validation Visits on the identified schools.
4. Composition of the Division SBM Coordinating Team:

**SUSAN S. COLLANO**

Asst. Schools Division Superintendent  
 Office – In – Charge  
 Office of the Schools Division Superintendent

**MA. LUISA T. DELA ROSA**

Asst. Schools Division Superintendent

**MARY JEAN S. ROMERO**

Chief – SGOD

**ROMEL G. PETAJEN**

Chief – CID



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**AROLINE T. BORJA**

EPS – SGOD

**KRISTINE G. SANTELICES**

SHN – Medical Officer III

**MARIFE B. BREQUILLO**

SEPS – Social Mobilization  
and Networking

**ELIZABETH S. URBANO**

EPS II – Human Resource  
and Development

**FRANKIE T. TURALDE**

EPS – CID

PSDS of the schools to be  
validated

PSDS of the nearby District to be  
validated

**REY C. BONAYON**

Planning Officer III

**SARAH S. CHIONG**

SEPS – School Management,  
Monitoring and Evaluation  
SBM Coordinator

5. Per letter request received by this Office, the first two (2) schools to be visited are Caramoran Rural Development High School and Dariao National High School, Caramoran District on August 26, 2021.
6. **To ensure that the validation is properly implemented in compliance to applicable principle standards, an Orientation with the Division SBM Coordinating Team shall be conducted on August 19, 2021 3:00 o'clock in the afternoon at the SGOD Office.**
7. Travel and other incidental expenses relative to the validation of schools of the Division SBM Coordinating Team, and School SBM Task Force shall be charged against local/school funds subject to the usual accounting and auditing rules and regulations.
8. For information, widest dissemination and compliance of all concerned.

  
**SUSAN S. COLLANO**

Assistant Schools Division Superintendent  
Officer – In – Charge  
Office of the Schools Division Superintendent