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Republika ng Pilipinas
Kagawaran ng Edukasyon
REHIYON V (BIKOL)

TANGGAPANG PANSANGAY NG MGA PAARALAN NG CATANDUANES

25 April 2025

DIVISION MEMORANDUM

No. 393, s, 2025

ADDENDUM TO DIVISION MEMORANDUM NO. 301, S. 2025 RE: CONDUCT OF MONITORING, EVALUATION AND PROVISION OF TECHNICAL ASSISTANCE TO SCHOOLS' SCHOOL-BASED MANAGEMENT (SBM) SELF-ASSESSMENT IN SDO CATANDUANES

To : OIC, Assistant Schools Division Superintendent
Chief Education Supervisors
Public Schools District Supervisors
Public School Heads
All Others concerned

1. In reference to Division Memorandum No. 301, s. 2025, titled "Conduct of a Monitoring, Evaluation and Provision of Technical Assistance to Schools' School-Based Management (SBM) Self-Assessment in SDO Catanduanes", the following are additional information:

- a. Public schools are required to submit their accomplished SBM Self-Assessment Checklists to their respective Public Schools District Supervisor (PSDS) to be summarized and submitted by the PSDS to this link: bit.ly/41QY23e on or before April 29, 2025.
- b. Schools must achieve at least fifty percent (50%) of the indicators marked as "frequently manifested" and/or "always manifested". School heads must present their Means of Verification (MOVs) to the Division SBM Coordinator or Division Field Technical Assistance Team for validation.
- c. The Schools Division Office (SDO) shall issue a certificate of external and internal stakeholders' ratings upon validating the SBM Self-Assessment Checklists for the indicators under the Governance and Accountability dimension. The said certificate is a requirement for school head position reclassification

2. Other provisions stated in the above-mentioned division memorandum shall remain in effect.

3. For inquiries or any clarifications, you may contact Aroline T. Borja, EPS SGOD and/or Maria Rita SR. Tablate, SEPS-SMME through email address: aroline.borja001@deped.gov.ph and/or mariarita.tablate@deped.gov.ph

4. For information, dissemination and compliance of all concerned.

CECILE C. FERRO CESO VI

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