



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
DIVISION OF CITY SCHOOLS – CITY OF TAGBILARAN

**Office of the Schools
Division
Superintendent**

DIVISION MEMORANDUM

No. 464 , s. 2026

June 18, 2026

**CONDUCT OF VIRTUAL ORIENTATION ON THE IMPLEMENTATION OF
DEPED ORDER NO. 007, S. 2024 (REVISED SCHOOL-BASED
MANAGEMENT POLICY) USING THE REGIONAL
SCHOOL-BASED MANAGEMENT (SBM) TOOLS**

To : Assistant Schools Division Superintendent
Chief Education Supervisor – SGOD
Division School-Based Management Coordinator
Division Field Technical Assistance Team
Public Elementary and Secondary School Heads
All Others Concerned

1. Attached is Regional Memorandum No. 0524, s. 2026, titled "Conduct of Virtual Orientation on the Implementation of DepEd Order No. 007, s. 2024 Using the Regional School-Based Management (SBM) Tools", scheduled on **22 June 2026, from 8:00 A.M. to 5:00 P.M. at Tagbilaran City Central ES, Audio Visual Hall.**

2. The activity aims to orient participants on the implementation of the Revised School-Based Management Policy, the use of the SBM Self-Assessment Checklist, Consolidation Tools, and other SBM-related monitoring and evaluation mechanisms.

3. Participants to this activity shall include the following:

- School Heads;
- Members of the Division Field Technical Assistance Team;
- SGC Designated Co-Chairpersons;
- Elected SGC Co-Chairpersons; and
- SGC Secretaries.


4. In adherence to the Department's policy on protecting instructional time and ensuring uninterrupted delivery of classroom instruction, teachers shall not be pulled out from their classes to attend this activity. Participation of teaching personnel during class hours is strictly prohibited.

5. School Heads shall make the necessary arrangements to ensure that participation in the virtual orientation does not disrupt teaching and learning processes. Schools are encouraged to designate only the required participants and observe the prescribed clustering arrangements as may be coordinated by the Division SBM Coordinator.



6. Expenses relative to the participation in this activity may be charged against available school MOOE and other local funds, subject to existing government accounting and auditing rules and regulations.

7. Immediate dissemination of and compliance with this Memorandum is directed.


WILFREDA D. BONGALOS PhD CESO V
Schools Division Superintendent 

WDB/JAAL/MCC/lem



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Republic of the Philippines
Department of Education
REGION VII - CENTRAL VISAYAS

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17 JUN 2026

Office of the Regional Director

REGIONAL MEMORANDUM

No. **0524**, s. 2026

17 JUN 2026

**CONDUCT OF VIRTUAL ORIENTATION ON THE IMPLEMENTATION
OF DEPED ORDER NO. 007, S. 2024 USING THE REGIONAL
SCHOOL-BASED MANAGEMENT (SBM) TOOLS**

To: Schools Division Superintendents (SDSs)
Assistant Schools Division Superintendents (ASDSs)
School Governance Operations Division (SGOD) Chiefs
Division School-Based Management (SBM) Coordinators
Regional and Division Field Technical Assistance Teams (RFTATs/DFTATs)
Public Elementary and Secondary School Heads
All Others Concerned

1. This Memorandum announces the conduct of a Virtual Orientation on the implementation of DepEd Order No. 007, s. 2024 (Revised School-Based Management Policy) and the use of Region VII SBM tools on June 22, 2026 (8:00 AM-5:00 PM) with this link: <https://tinyurl.com/SBMorientJune20266>.

2. This activity aims to:

- clarify the key provisions and policy directions of DO 007, s. 2024;
- present the Regional SBM implementation framework and its expectations;
- orient participants on the use of the **SBM Self-Assessment Checklist**, including automated computation of results;
- explain the **Level of Manifestation (LoM) Rubrics with corresponding MOVs** to ensure accurate and evidence-based self-assessment;
- emphasize the use of authentic MOVs as outputs of school programs, projects, and activities (PPAs), and discourage the creation of separate or artificially prepared SBM documents, ensuring that evidence reflects actual practice;
- discuss the General Implementation Guidelines, including the SBM cycle, regular updating, and roles of schools and technical assistance providers;
- explain the process of consolidating SBM Self-Assessment Results of all schools in a district or division using the **Consolidation Tool of SBM Self-Assessment Results**;
- orient participants on the analysis and interpretation of Consolidated SBM Results, including Maturity, Progress, Risk, and Technical Assistance (TA) needs;
- explain the use of the Division **SBM Maturity, Progress, Risk, and TA Tracker** for monitoring, reporting, and DMEA presentation; and
- align all levels on their roles as SBM implementers (schools) and technical assistance providers, monitors, and evaluators (district, division, and region).



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DepEd Tayo Region VII




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3. This activity shall be attended by the following:
 - Members of the Regional Field Technical Assistance Teams (RFTATs),
 - Members of the Division Field Technical Assistance Teams (DFTATs),
 - School Heads of Public Elementary and Secondary Schools,
 - SGC Designated Co-Chairperson,
 - Elected SGC Co-Chairperson, and
 - SGC Secretary.
4. To ensure effective monitoring and stable connectivity, participants shall:
 - be grouped by districts or clusters;
 - convene in designated cluster venues identified by the Division SBM Coordinator;
 - ensure the availability of reliable internet connection and appropriate viewing facilities; and
 - use only one (1) virtual meeting account per district or cluster, which shall be projected through **a television or projector** for all participants.

The **Division SBM Coordinator** shall oversee the organization and clustering of participants.

4. Pre-work Requirements: All participants are highly encouraged to thoroughly review DepEd Order No. 007, s. 2024.
5. Expenses on meals, communication, internet connectivity, and other incidental costs incurred in relation to the participation in this virtual activity shall be charged against MOOE, local, SDO, or school funds, subject to availability of funds and standard accounting and auditing rules and regulations.
6. For further information, clarifications, or technical issues regarding the virtual orientation, please contact the **Field Technical Assistance Division (FTAD)** through Chief Merden L. Bryant, Mr. Allan P. Villacampa, and Ms. Doris Esmero, Education Program Supervisors at (032) 256-9466 or email ftad.ro7@deped.gov.ph.
7. Immediate dissemination of and strict compliance with this Memorandum are directed.


DR. ARTURO B. BAYOCOT, CESO III
Regional Director