



Republic of the Philippines  
**Department of Education**  
 NATIONAL CAPITAL REGION



Advisory No. 190, s. 2024  
 August 8, 2024

Please be advised that the Orientation of SBM Monitoring and Technical Assistance Activities, scheduled for August 12, 2024, has been postponed due to postponement of Capacity-Building on the Revised School-Based Management (SBM) Guidelines originally scheduled for August 5-8, 2024 at Privato Hotel Ortigas in Pasig City, as per Advisory from the Office of Atty. Resty C. Osias, LLM, CESO IV, Director IV, Bureau of Human Resource and Organizational Development.

The new schedule will be communicated as soon as the new issuance from Central Office is released relative to the rescheduled capacity building.

For more information, please contact:

Maria Laarni Carla C. Paranis  
[marialaarnicarla.paranis@deped.gov.ph](mailto:marialaarnicarla.paranis@deped.gov.ph)

**JOCELYN DR. ANDAYA**  
 Director IV

Encl.: As stated

FTAD/mlccp



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Certificate No. Phip QMS 24 93 0193



Republic of the Philippines  
**Department of Education**  
 NATIONAL CAPITAL REGION

July 2, 2024

**REGIONAL MEMORANDUM**

No: 679, s. 2024

**To:** Schools Division Superintendents  
 Chiefs of Functional Divisions  
 Schools Division Research Committee  
 All Others Concerned

**PARTICIPANTS TO THE CONDUCT OF CAPACITY- BUILDING  
 ON THE REVISED SCHOOL-BASED MANAGEMENT (SBM) GUIDELINES**

- In reference to DM-OUHROD-2024-1271 dated July 1, 2024, from the office of the Undersecretary, Human Resource and Organizational Development. The field is hereby informed of the above-captioned activity, to be conducted on August 5-8, 2024, at a venue to be announced in separate issuance.
- The participants are the following:

| Name                          | Office                             | Position                 |
|-------------------------------|------------------------------------|--------------------------|
| Roger R. Morillos             | Regional Office                    | FTAD Chief               |
| Maria Laarni Carla C. Paranis | Regional Office                    | Regional SBM Coordinator |
| Dr. Ivey C. Perez             | Schools Division of Caloocan City  | SGOD Chief               |
| Melissa R. Saludes            | Schools Division of Caloocan City  | SDO SBM Coordinator      |
| Dr. Aldrin G. Corpin, CESE    | Schools Division of Las Pinas City | SGOD Chief               |
| Edsel G. Fajardo              | Schools Division of Las Pinas City | SDO SBM Coordinator      |
| Dr. Rosalie Asoy-Trongco      | Schools Division of Makati City    | SGOD Chief               |



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|                              |                                      |                     |
|------------------------------|--------------------------------------|---------------------|
| Maria Theresa Moriel-Ruiz    | Schools Division of Makati City      | SDO SBM Coordinator |
| Eliseo B. Raymundo           | Schools Division of Malabon City     | SGOD Chief          |
| Lowell G. Alfonso            | Schools Division of Malabon City     | SDO SBM Coordinator |
| Rex Ado                      | Schools Division of Mandaluyong City | SGOD Chief          |
| Crispin Mejica               | Schools Division of Mandaluyong City | SDO SBM Coordinator |
| Virgilio A. Santos           | Schools Division of Manila City      | SGOD Chief          |
| Wilbert P. Carolino          | Schools Division of Manila City      | SDO SBM Coordinator |
| Dr. Elizalde Q. Cena         | Schools Division of Marikina City    | SGOD Chief          |
| Ms Doris R. Jasme            | Schools Division of Marikina City    | SDO SBM Coordinator |
| Mrs. Ma. Regaele A. Olarte   | Schools Division of Muntinlupa City  | SGOD Chief          |
| Dr. Zoren Pepito L. Gubalane | Schools Division of Muntinlupa City  | SDO SBM Coordinator |
| Dr. Gemma C. Villaluna       | Schools Division of Navotas City     | SGOD Chief          |
| Erros Josephus M. Gutierrez  | Schools Division of Navotas City     | SDO SBM Coordinator |
| Dr. Severo A. Bajado         | Schools Division of Pasay City       | SGOD Chief          |
| Fatima P. Fajardo            | Schools Division of Pasay City       | SDO SBM Coordinator |
| Thelma F. Montiel            | Schools Division of Parañaque City   | SGOD Chief          |
| Ann Margaret J. Santos       | Schools Division of Parañaque City   | SDO SBM Coordinator |
| Dr. Victor M. Javeña         | Schools Division of Pasig City       | SGOD Chief          |
| Ruth Paniel-Dela Cruz        | Schools Division of Pasig City       | SDO SBM Coordinator |
| Juan C. Obierna              | Schools Division of Quezon City      | SGOD Chief          |



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|                         |   |                     |
|-------------------------|---|---------------------|
| Ms. Ma. Jesusa U. Conan | Schools Division of Quezon City             | SDO SBM Coordinator |
| Dominique T. Rivera     | Schools Division of San Juan City           | SGOD Chief          |
| Orlando D. Claor        | Schools Division of San Juan City           | SDO SBM Coordinator |
| Noel T. Balubal         | Schools Division of Taguig City and Pateros | SGOD Chief          |
| Roldan R. Jamindang     | Schools Division of Taguig City and Pateros | SDO SBM Coordinator |
| Baltazar M. Gayem       | Schools Division of Valenzuela City         | SGOD Chief          |
| James M. Macaranas      | Schools Division of Valenzuela City         | SDO SBM Coordinator |

- Participants shall confirm their attendance through the link <https://bit.ly/SBMCapBuild-Reg> five days before the schedule of the activity, likewise, advised to bring laptop for the workshop. Bringing of personal extension cord is highly encouraged.
- Travel expenses of the participants shall be charged to local funds subject to the usual accounting and auditing rules and regulations.
- For clarifications, kindly coordinate with Dr. Maria Laarni Carla C. Paranis, Regional SBM Coordinator, through email at [marialaarnicarla.paranis@deped.gov.ph](mailto:marialaarnicarla.paranis@deped.gov.ph).
- Immediate dissemination of this Memorandum is desired.

  
**JOCELYN DR. ANDAYA**

Director IV

Encl.: As stated

Reference:

DM-OUHROD-2024-1271

FTAD/mlccp



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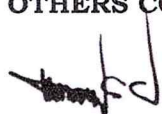


Republika ng Pilipinas  
**Department of Education**

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 (BHRD) 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**



Room 102, Rizal Building, DepEd Complex, Meralco Ave., Pasig City 1600  
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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-OPDNT-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<br>Region 11 | (1) RO FTAD Chief<br>(1) RO SBM Coordinator<br>(1) SGOD Chief<br>(1) SDO SBM Coordinator | NEAP-RELC,<br>General Santos City | Jul 22-25, 2024    |
| 2       | Region 7<br>Region 8  | (1) RO FTAD Chief<br>(1) RO SBM Coordinator<br>(1) SGOD Chief<br>(1) SDO SBM Coordinator | Ecotech,<br>Cebu City             | Jul 29-Aug 1, 2024 |
| 3       | Region 4B<br>NCR      | (1) RO FTAD Chief<br>(1) RO SBM Coordinator<br>(1) SGOD Chief<br>(1) SDO SBM Coordinator | NCR (TBD)                         | Aug 5-8, 2024      |
| 4       | Region 4A<br>Region 5 | (1) RO FTAD Chief<br>(1) RO SBM Coordinator<br>(1) SGOD Chief<br>(1) SDO SBM Coordinator | Ecotech,<br>Cebu City             | Aug 12-15, 2024    |
| 5       | Region 1<br>Region 2  | (1) RO FTAD Chief<br>(1) RO SBM Coordinator<br>(1) SGOD Chief<br>(1) SDO SBM Coordinator | Baguio Teachers' Camp             | Aug 27-30, 2024    |
| 6       | Region 9<br>Region 10 | (1) RO FTAD Chief<br>(1) RO SBM Coordinator<br>(1) SGOD Chief<br>(1) SDO SBM Coordinator | NEAP RELC,<br>General Santos City | Sept 3-6, 2024     |
| 7       | Region 3<br>CAR       | (1) RO FTAD Chief<br>(1) RO SBM Coordinator<br>(1) SGOD Chief<br>(1) SDO SBM Coordinator | Baguio Teachers' Camp             | Sept 10-13, 2024   |
| 8       | Region 12<br>CARAGA   | (1) RO FTAD Chief<br>(1) RO SBM Coordinator<br>(1) SGOD Chief<br>(1) SDO SBM Coordinator | NEAP RELC,<br>General Santos City | Sept 16-19, 2024   |

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

**Annex B.**

*Indicative Program of Activities*

**Specific Objectives of the Capacity Building Activity**

- Transition the understanding of FTAD and SGOD on SBM from DO 83, s. 2012 to DO 007, s. 2024
- Discuss salient features of DO 007, s. 2024
- Equip participants with change management skills to support SBM Implementation

| Start   | End        | Activity   |
|---|------------|--|
| <b>Day 0 - Arrival / Check-in (2:00 PM onwards   Afternoon)</b> |            |  |
| <b>Day 1</b>  |            |  |
| 8:30 AM   | 9:00 AM    | Registration   |
| 9:00 AM   | 9:30 AM    | Preliminaries  |
| 9:30 AM   | 10:00 AM   | Objectives and Context Setting                       |
| 10:00 AM  | 10:10 AM   | Health Break   |
| 10:10 AM  | 12:00 NN   | Looking Back: DepEd 83, s. 2012                      |
| 12:00 NN  | 1:00 PM    | Lunch break  |
| 1:00 PM   | 1:30 PM    | Ice breaker  |
| 1:30 PM   | 3:00 PM    | Understanding DepEd Order 007, s. 2024               |
| 3:00 PM   | 3:10 PM    | Health Break   |
| 3:10 PM   | 5:00 PM    | Continuation: Understanding DepEd Order 007, s. 2024 |
| <b>Day 2</b>  |            |  |
| 8:30 AM   | 9:00 AM    | Ice Breaker and MOL                                  |
| 9:00 AM   | 10:00 AM   | Session: Leading Change*                             |
| 10:00 AM  | 10:10 AM   | Health Break   |
| 10:10 AM  | 11:00 AM   | Continuation of Session: Leading Change*             |
| 11:00 AM  | 11:30 NN   | Synthesis  |
| 11:30 NN  | 12 Noon    | Administrative Announcements                         |
| 1:00 PM   | 1:15 PM    | Ice breaker  |
| 1:15 PM   | 3:15 PM    | Session: Building Connections*                       |
| 3:15 PM   | 3:25 PM    | Health break   |
| 3:25 PM   | 5:15 PM    | Session: Nurturing a Results-based Culture*          |
| 5:15 PM   | 5:30 PM    | Administrative Announcements                         |
| <b>Day 3</b>  |            |  |
| 8:30 AM   | 9:00 AM    | Ice breaker and MOL                                  |
| 9:00 AM   | 10:00 AM   | Culminating Activity                                 |
| 10:00 AM  | 10:10 AM   | Health break   |
| 10:10 AM  | 10:30 AM   | Continuation: Culminating Activity                   |
| 10:30 AM  | 11:00 AM   | Closing Ceremony                                     |
| 11:00 AM  | 12:00 Noon | <b>Departure/ Check-Out   until 12:00 Noon Only</b>  |