



Republic of the Philippines
DEPARTMENT OF EDUCATION
Regional IX - Zamboanga Peninsula
Division of Zamboanga del Norte
Estaka, Dipolog City



TO : **ASDSs**
Chiefs, SGOD and CID
Public Schools District Supervisors
School Heads/Principals, Public Elem and HS Schools
District/School SBM Focal Persons
All Others Concerned

FROM : **Office of the Schools Division Superintendent**

SUBJECT : **SUBMISSION OF SBM LEVEL OF PRACTICE FOR S.Y. 2018-2019**

DATE : January 29, 2019

1. In our earnest effort to establish a complete baseline data of School-Based Management(SBM)-Level of Practice for the SMM&E division-level initiatives 2019, and for comparison pending the institution of the new SBM Framework and Assessment Tool which will be rolled-out, the field is hereby directed to submit the end-of the school year SBM Level of Practice self-assessment, S.Y. 2018-2019;
2. Submission of SBM ratings shall be by district via online link, bit.ly/sbmrating2018-19. Deadline for online submission to the division office is February 28, 2019;
3. Schools are advised to retain the accomplished SBM-APAT at school level and submit another copy to the district office;
4. While the use of SBM-APAT hard copy is not barred, an option to use the e-sbm tool may be resorted to, whenever expedient. Feel free to log in to bit.ly/znsbmetool to download a copy;
5. For further query, please direct your text or call to the SMM & E Section, Division Office thru any of these contact numbers: **0998-262-2462** OR **0995-881-1881**;
6. Serious compliance and wide dissemination of this Memorandum is desired.

PEDRO MELCHOR M. NATIVIDAD, CSEE
Schools Division Superintendent

Encl.:
As stated