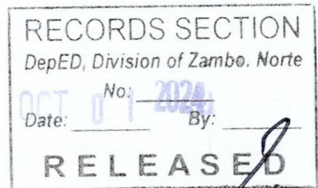




Republic of the Philippines
Department of Education

REGION IX
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE



Office of the Schools Division Superintendent

September 27, 2024

Division Memorandum
No. 524, s. 2024

**MOBILE CAPACITY-BUILDING AND ORIENTATION ON THE
REVISED SCHOOL-BASED MANAGEMENT SYSTEM**

To: Assistant Schools Division Superintendent
Chiefs, SGOD and CID
Public School District Supervisors/Principal In-Charge of the District
Elementary and Secondary School Heads
All Others Concerned

1. Pursuant to DepEd Order. 07, s. 2024 titled *Policy Guidelines on the Implementation of the Revised School-Based Management (SBM) System*, this office announces the conduct of Mobile Capacity Building and Orientation on the Revised SBM Guidelines with all SDO Technical Assistance (TA) Providers as well as all elementary and secondary school principals of this division from October 10 to October 23, 2024.
2. This activity aims to equip the SDO TA Providers as Schools Heads, in their role as SBM Coordinators, with the latest mechanism on the School-Based Management (SBM), thereby strengthening the former's capacity to provide technical support to schools and the latter's competency to run the day-to-day operations of the school in an effective and efficient manner.
3. For reference and guidance of all, please find the following enclosures:
 - i.) **Enclosure 1** – List of Specific Venues, Dates and Facilitators
 - ii.) **Enclosure 2** - Matrix of Activities
4. Attendance of the listed participants is a MUST. Strictly, No PROXY is allowed.
5. Snacks will be provided by the division office. Travel and Incidental expenses which may be incurred by the participants during the activity shall be charged against local school funds while travel expenses incurred by the facilitators and Division personnel concerned shall be charged against local funds, subject to the usual accounting and auditing rules and regulations.
6. Wide dissemination of this Memorandum is desired.

ROY C. TUBALLA, EMD, JD, CESO V
Schools Division Superintendent

M&E/ JanWhi/ 04 –MEMORANDUM-SBMCapBuild/ 09272024



Address: Capitol Drive, Estaka, Dipolog City 7100
Email: zn.division@deped.gov.ph
FB: DepEd Tayo- Schools Division of Zamboanga del Norte

Tel. No.: (065) 212- 5843
Website: www.depedzn.net



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Enclosure of DM NO. ____, s. 2024

LIST OF VENUES, ACTIVITY DATES AND FACILITATORS

BATCH	DISTRICTS	DATE	VENUE	FACILITATOR
SDO	N/A	October 10, 2024	SDO 4 th Floor	Wilson H. Inding; Jed A. Nieves; Joseph L. Pantoja, with inputs from Zyhrine Mayormita
1	Rizal, Sibutad,	October 22, 2024 (8:00 AM)	SDO 4 th Floor	Zyhrine P. Mayormita; Janet Recamara Giparel B. Elumba; Marylynne B. Bayron
2	Piñan, La Libertad	October 23, 2024 (8:00 AM)	SDO 4 th Floor	Joy E. Letran-Singson; Jant Recamara, Wilson H. Inding; Dave A. Patigayon
3	Polanco I & II	October 24, 2024 (8:00 AM)	SDO 4 th Floor	Zyhrine P. Mayormita; Giparel B. Elumba; Marylynne B. Bayron; Robert I. Poculan III
4	Mutia, S.O. I & II	October 23, 2024 (1:00 PM)	SDO 4 th Floor	Leynie Boy G. Bellino; Wilson H. Inding; Arvie M. Ompoy; Robert I. Poculan III
5	Katipunan I & II,	October 22, 2024 (8:00 AM)	Katipunan CS	Anita D. Subebe; Leonido A. Pampilo Jr.; Dave A. Patigayon
6	Roxas I & II	October 23, 2024 (8:00 AM)	Roxas CS	Anita D. Subebe; Leonido A. Pampilo, Jr.; Cheryl V. Ocupe
7	Manukan I & II, Ponot	October 24, 2024 (8:00 AM)	Manukan East CS	Leynie Boy G. Bellino; Eunice D. Janolino; Cheryl V. Ocupe
8	Siayan, Sind. North	October 22, 2024 (1:00 PM)	Siari John H. Roemer NHS	Grace T. Dela Cruz; Wilson H. Inding; Jessie E. Elacan;
9	Sind. Central, Sind. South	October 23, 2024 (8:00 AM)	Sindangan Pilot Demonstration School	Grace T. Dela Cruz; Arturo J. Lamdag; Jessie E. Elacan,
10	Salug I & II	October 22, 2024 (1:00 PM)	Salug CS	Arcelita B. Zamoras; Evelyn C. Labad; Yusoph A. Dauh
11	Bacungan, Godod	October 23, 2024 (1:00 PM)	Bacungan CS	Arcelita B. Zamoras; Evelyn C. Labad; Yusoph A. Dauh
12	Liloy I & II,	October 22, 2024 (1:00 PM)	Liloy NHS	Daisy Flor J. Romaguera; Ethyl Kimberly S. Labadan; Julius O. Belagantol
13	Kalawit, Tampilisan	October 23, 2024 (8:00 AM)	Tampilisan CS	Daisy Flor J. Romaguera; Ethyl Kimberly S. Labadan; Julius O. Belagantol
14	Gutalac I & II	October 23, 2024 (8:00 AM)	Gutalac CS	Nilda Y. Galaura; Laisa Madel M. Cinches; Gekabel A. Velarde
15	Labason	October 22, 2024 (8:00 AM)	Labason IS	Nilda Y. Galaura; Laisa Madel M. Cinches; Gekabel A. Velarde
16	Siocon, Baliguian	October 22, 2024 (8:00 AM)	Siocon CS	Ervie A. Acaylar; Jaldерita A. Dublico; Jed A. Nieves; Jun Leonard U. Romarate
17	Sirawai, Sibuco	October 23, 2024 (8:00 AM)	Sirawai NHS	Jaldерita A. Dublico; Ervie A. Acaylar; Jed A. Nieves; Jun Leonard U. Romarate



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Enclosure 2 of DM No. __s. 2024

MATRIX OF ACTIVITIES

Time allotment	Inputs/Activities
30 minutes (7:30-8:00/1:00-1:30)	Registration
30 minutes	Opening Program
15 minutes	Cap-B and Orientation Proper 1. Revisiting DO No 83, s. 2012
45 minutes	2. Discussion of Key Items under of DepEd Order 7, s. 2024
1 hour	3. Understanding the Outcome Indicators of the SBM Self-Assessment Checklist
1 hour	4. Workshop & TA along School Planning and ME activities
30 minutes	Open Forum
15 minutes	Submission of Outputs/Release of Certificates

- Notes: 1. The host schools are expected to set up the activity venue with functional audio and visual equipment, paper tarp, and other necessary amenities for the activity.
 2. Due to budget constraints, the PMT could no longer provide for free meal (lunch) to the participants. The PMT welcomes any commitment from the host school, and hence the host district to offer simple meal for the participants, using any resourced amounts from school partners.



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