



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

FEB 02 2026

MEMORANDUM

No. 050 s. 2026

**CONDUCT OF THE SCHOOL-BASED MANAGEMENT (SBM) LEADERSHIP
TRAINING NEEDS SURVEY FOR SCHOOL HEADS**

To: Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum Implementation Division
Chief Education Supervisor, School Governance and Operations Division
Public Elementary and Secondary School Heads/OICs
Administrative Officer V
All Others Concerned

1. Attached is Regional Memorandum No. 70 s. 2026, dated January 27, 2026, relative to the above-captioned subject, the contents of which are self-explanatory, for the information and guidance of all concerned.
2. All public school heads are directed to respond on the said online survey through this Link: tinyurl.com/SBMFY26-SurveyForm not later than January 30, 2026. However, if you have already responded to the survey, please disregard this notice.
3. For information and strict compliance.


VIOLETA M. GONZALES CESO VI

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

Enclosure: As stated
References: As stated
To be indicated in the Perpetual Index
under the following subjects:

SBM

SURVEY

MONITORING

ZPLG / DM / CONDUCT OF THE SCHOOL-BASED MANAGEMENT (SBM) LEADERSHIP TRAINING NEEDS SURVEY FOR SCHOOL HEADS
050 / January 29, 2026

NUM-2026-050



Student Center for Life Skills Bldg., Centennial Ave, Brgy. Tunasan, Muntinlupa City
8805-9935, 8805-9940
sdo.muntinlupa@gmail.com
dened-muntinlupa.com

050-5600



Republic of the Philippines
Department of Education
 NATIONAL CAPITAL REGION

DEPARTMENT OF EDUCATION
 RELEASED
 RECORDS SECTION REGIONAL OFFICE-NCR

27 JAN 2026

BY: SOO-MUNDA OF A CITY DATE: 1/27/26
 RECORDS UNIT

January 26, 2026
RECEIVED
 1-27-26

BY: EVELYN N. DINGAL

TIME: 1:40 PM

REGIONAL MEMORADUM
 No. 070s. 2026

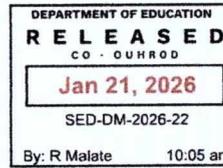
To: **Schools Division Superintendents
 Chiefs - School Governance and Operation Division (SGOD)
 Division SBM Coordinators
 All Others Concerned**

**CONDUCT OF THE SCHOOL-BASED MANAGEMENT (SBM) LEADERSHIP
 TRAINING NEEDS SURVEY FOR SCHOOL HEADS**

1. In reference to DM-OUHROD-2026-0149 MEMORANDUM dated January 23, 2026, signed by **Wilfredo E. Cabral**, Undersecretary for Human Resource and Organizational Development and Infrastructure, all Schools Division Offices (SDOs) in the National Capital Region are enjoined to facilitate the above-captioned activity.
2. To ensure that accurate and complete details as required in the survey are gathered and submitted, the Field Technical Assistance Division (FTAD), School Governance and Operation Division (SGOD) Chiefs, and School-Based Management (SBM) Coordinators shall strictly exercise proper coordination to oversee compliance of all school heads.
3. The Google Survey Form can be accessed at **tinyurl.com/SBMFY26-SurveyForm**. It is expected that adherence of the respondents to the instructions and guidelines contained in the DM-OUHROD-2026-0149 shall be observed.
4. For inquiries, please contact **Roger Rojas-Morallos**, Chief Education Supervisor, and **Jingle A. Lim**, Education Program Supervisor at Field Technical Assistance Division (FTAD)-NCR, or email roger.morallos@deped.gov.ph or jingle.lim@deped.gov.ph or call CP # 09175251773.
5. Immediate dissemination and strict compliance with this Memorandum is desired.

JOCELYN DR ANDAYA
 Regional Director, NCR
 Concurrent Officer-In-Charge, Office of the
 Assistant Secretary for Operations





SED-DM-2026-22

Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY

HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM

DM-OUHROD-2026-0149

**TO : REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS
FIELD TECHNICAL ASSISTANCE DIVISION, CHIEFS
SCHOOL GOVERNANCE AND OPERATIONS DIVISION, CHIEFS
REGIONAL AND DIVISION SBM COORDINATORS
ALL OTHERS CONCERNED**

ATTENTION : ALL PUBLIC SCHOOL HEADS

FROM : WILFREDO E. CABRAL
*Undersecretary for Human Resource and Organizational
Development and Infrastructure*

E-signed by
Wilfredo Cabral
1/23/2026, 4:36:20 PM

**SUBJECT : IMPLEMENTATION OF SCHOOL ORGANIZATIONAL DIAGNOSIS
THROUGH THE CONDUCT OF THE SBM LEADERSHIP
TRAINING NEEDS SURVEY**

DATE : January 23, 2026

The Department of Education (DepEd) recognizes the critical role of competent school heads in fostering effective and high-performing public schools. As primary leaders of their respective institutions, school heads are entrusted with various responsibilities that require continuous enhancement and development of their leadership competencies.

With the official issuance of **DepEd Order No. 007, s. 2024**, or the *Policy Guidelines on the Implementation of the Revised School-based Management (SBM) System*, the Department has provided an opportunity for a simplified and strengthened understanding and application of SBM. The abovementioned policy emphasizes foundational principles designed to guide and support the daily operations of public schools, ensuring alignment with the intended framework for school governance and management.

Through the lens of organizational development, the Office of the Undersecretary for Human Resource and Organizational Development and Infrastructure (OUHRODI)



aims to gather grassroots-level information on the leadership training needs of school heads as part of its organizational diagnosis. This initiative shall allow the Department to comprehensively identify the scope of needs, prioritize training interventions, and establish a structured framework for capacity-building programs tailored to SBM leadership.

To advance this objective, the Bureau of Human Resource and Organizational Development – School Effectiveness Division (BHROD-SED) shall conduct the SBM Leadership Training Needs Survey effective upon issuance of this Memorandum until February 9, 2026.

The guidelines to ensure the proper and orderly administration of the survey are as follows:

1. The FTAD and SGOD shall ensure the proper dissemination of this Memorandum.
2. The Google Survey Form can be accessed at tinyurl.com/SBMYFY26-SurveyForm.
3. The school head is tasked to complete the survey. In cases where a school head oversees more than one public school, only one survey form must be submitted.
4. The respondent must ensure that all basic school information provided in the survey is accurate and complete.
5. Multiple submissions are not allowed. Respondents are expected to carefully review their answers before submitting the survey form.
6. If possible, only DepEd email addresses (personal and school accounts) should be used and declared for this purpose.

For clarifications and inquiries, you may contact BHROD-SED via email at bhrod.sed@deped.gov.ph or by telephone at (02) 8633-5397.

For guidance and compliance.

**Copy furnished:
Office of the Secretary, Department of Education**