



Republic of the Philippines  
**Department of Education**  
REGION XI  
SCHOOLS DIVISION OF DIGOS CITY

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**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**

SGOD-2026-066

To : Assistant Schools Division Superintendent  
SGOD Chief  
Division SBM Coordinator  
Public Schools District Supervisors  
Public Elementary and Secondary School Heads  
All others concerned

Subject : **DISSEMINATION OF DM-OUHROD-2026-0149 ON THE  
IMPLEMENTATION OF SCHOOL ORGANIZATIONAL DIAGNOSIS  
THROUGH THE CONDUCT OF THE SBM LEADERSHIP TRAINING  
NEEDS SURVEY**

Date : February 2, 2026

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This has reference to the attached Regional Memorandum FTAD-2026-003, re: Dissemination of School Organizational Diagnosis Through the Conduct of the SBM Leadership Training Needs Survey.

All school heads are hereby required to accomplish the survey through [tinyurl.com/SBMFY26-SurveyForm](http://tinyurl.com/SBMFY26-SurveyForm) on or before February 6, 2026. The results shall serve as basis for planning future capacity-building initiatives. Further details are provided in the attached memorandum.

Immediate dissemination and compliance with this Memorandum are directed.

*melanie p. estacio*  
**MELANIE P. ESTACIO, PhD, CESO VI**  
Schools Division Superintendent

*2pm*  
DepEd Schools Division of Digos City  
RECORDED  
RECORDED  
DATE: 03 FEB 2026 TIME: 2:17pm  
BY: *[Signature]*

Enclosed: As stated.  
SGOD/cab



Address: Roxas cor. Lopez Jaena Street, Zone II, Digos City (8002)  
Telephone Nos.: (082) 553-8375; (082) 553-8396



0126121342  
Republic of the Philippines  
**Department of Education**  
DAVAO REGION



January 26, 2026

REGIONAL MEMORANDUM  
FTAD-2025-003

DISSEMINATION OF DM-OUHROD-2026-0149 ON THE IMPLEMENTATION OF  
SCHOOL ORGANIZATIONAL DIAGNOSIS THROUGH THE CONDUCT  
OF THE SBM LEADERSHIP TRAINING NEEDS SURVEY

To: Schools Division Superintendents  
Chief ES, FTAD

1. Enclosed is a copy of DepEd Memorandum DM-OUHROD-2026-0149 dated January 23, 2026, entitled "Implementation of School Organizational Diagnosis through the Conduct of the SBM Leadership Training Needs Survey," for reference and guidance.
2. All School Heads are hereby required to accomplish the survey through [tinyurl.com/SBMFY26-SurveyForm](http://tinyurl.com/SBMFY26-SurveyForm) on or before February 9, 2026. The results shall serve as basis for planning future capacity-building initiatives. Further details are provided in the attached memorandum.
3. Immediate dissemination and compliance with this Memorandum are directed.

ALLAN G. FARNAZO  
Director IV

Encl.: As stated

ROF2/RSM

DEPARTMENT OF EDUCATION ROXI  
RECORDS SECTION  
RELEASED  
Date: 01/26/2026 Time: AM  
12 PM 44



Address: F. Torres St., Davao City (8000)  
Telephone Nos.: (082) 291-0051  
Email Address: [region11@deped.gov.ph](mailto:region11@deped.gov.ph)  
Website: [www.depedroxi.ph](http://www.depedroxi.ph)





DEPARTMENT OF EDUCATION  
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CO - OUHROD  
Jan 21, 2026  
SED-DM-2026-22  
By: R. Malate 10:05 am



Republika ng Pilipinas

**Department of Education**  
OFFICE OF THE UNDERSECRETARY  
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

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1/26/2026

26 JAN 2026

9:15

**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

E-signed by  
Wilfredo Cabral

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

**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 (OUHRDI)

*01/26/2026*

DepED



Room 102, Rizal Building, DepEd Complex, Meralco Ave., Pasig City 1600  
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Email Address: usec.hrod@deped.gov.ph | Website: www.deped.gov.ph

Doc. Ref. Code	PAWIM-F-026	Rev	00
Effectivity	09.20.21	Page	1 of 2



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/SBMFY26-SurveyForm](http://tinyurl.com/SBMFY26-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](mailto: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**



DEPARTMENT OF EDUCATION  
RELEASED  
CO - OUHROD  
Jan 21, 2026  
SED-DM-2026-22  
By: R Malate 10:05 am



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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**

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

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

SUBJECT : **IMPLEMENTATION OF SCHOOL ORGANIZATIONAL DIAGNOSIS  
THROUGH THE CONDUCT OF THE SBM LEADERSHIP  
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DATE : January 23, 2026

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Doc. Ref. Code	PAWIM-F-026	Rev	00
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**Office of the Secretary, Department of Education**