



Republic of the Philippines
Department of Education

REGION XI
SCHOOLS DIVISION OF DIGOS CITY

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

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 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.

[Signature]
MELANIE P. ESTACIO, PhD, CESO VI
Schools Division Superintendent

DepEd Schools Division of Digos City
RECORDS SECTION

RELEASED
[Signature]
DATE: 03 FEB 2026 TIME: 2:17 PM
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



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

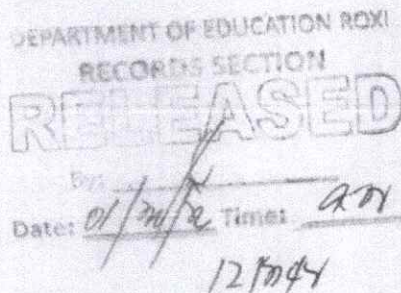
To: Schools Division Superintendents
Chief ES, FTAD

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 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



Address: F. Torres St., Davao City (8000)
Telephone Nos.: (082) 291-0051
Email Address: region11@depd.gov.ph
Website: www.depdroxi.ph

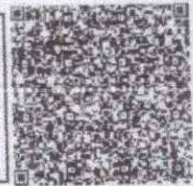
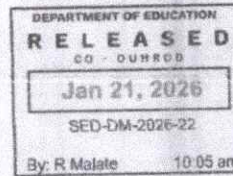




Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT



DEPARTMENT OF EDUCATION ROA

RECORDS SECTION

RECEIVED

By: 26 JAN 2026 Time: 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

FROM : WILFREDO E. CABRAL
E-signed by Wilfredo Cabral
1/23/2026, 4:36:20 PM
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 (OUHRODI)



Room 102, Rizal Building, DepEd Complex, Meralco Ave., Pasig City 1600
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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.
- 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



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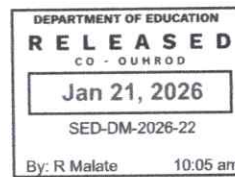


Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY

HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT




MEMORANDUM

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

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