



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

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

SGOD-2025-718

To : **Cherrie Anne B. Bohol**
EPS-SGOD, Division SBM Coordinator

Reyzen O. Monserate
SEPS, SMM&E

Subject : **TECHNICAL ASSISTANCE WORKSHOP OF THE SCHOOL GOVERNANCE COUNCIL (SGC) FUNCTIONALITY ASSESSMENT TOOL**

Date : June 30, 2026

In reference to Regional Memorandum FTAD-2026-018 dated May 14, 2026, re: Technical Assistance Workshop of the School Governance Council (SGC) Functionality Assessment Tool, this Office directs the above-mentioned personnel to attend the said activity on **July 8-10, 2026**, to be held in **NEAP-RELC, Marikina, Digos City**.

The activity aims to strengthen the implementation of the School Governance Councils (SGCs) in schools and further enhance the capacities of field personnel to monitor and assess SGC functionality and stakeholder participation in basic education governance.

Travel and other incidental expenses relative to the conduct of the activity shall be charged to local funds subject to the usual accounting and auditing rules and procedures.

Relevant details and other information are found in the enclosures.

Immediate dissemination and compliance with this Memorandum are directed.

DepEd Schools Division of Digos City
RECORDS SECTION

RELEASED
20-05-76616
DATE: 02 JUL 2026 TIME: 9:36p
BY: [Signature]

MELANIE P. ESTACIO, PhD, CESO VI
Schools Division Superintendent
[Signature] 7/2/26

Enclosed: As stated.
SGOD/cab



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

052620690



Republic of the Philippines
Department of Education
DAVAO REGION



May 14, 2026

REGIONAL MEMORANDUM
FTAD-2026-018

TECHNICAL ASSISTANCE WORKSHOP OF THE SCHOOL GOVERNANCE
COUNCIL (SGC) FUNCTIONALITY ASSESSMENT TOOL

To: Assistant Regional Director
Schools Division Superintendents

1. Relative to Memorandum DM-OUHRODI-2026-1662 titled "Conduct of Technical Assistance Workshop on SGC Tool (Batch 1-4)", this Office informs the field on the conduct of Technical Assistance Workshop on the School Governance Council (SGC) Functionality Assessment Tool on July 8-10, 2026 (venue to be announced in a separate memorandum).

2. This activity aims to strengthen the implementation of the School Governance Councils (SGCs) in schools and further enhance the capacities of field personnel to monitor and assess SGC functionality and stakeholder participation in basic education governance.

3. Below are the expected participants:

Each Regional Office	<ul style="list-style-type: none"> One (1) FTAD Chief One (1) FTAD SGC Focal Person
Each Schools Division Office	<ul style="list-style-type: none"> One (1) SGOD Chief One (1) SGOD SGC Focal Person

4. Attached for reference are the following:

- a. Workshop Schedule, Expected Participants, Venue and reminders; and
- b. Indicative Program of Activities.

5. Participants' travel expenses shall be charged to local funds, subject to the usual accounting and auditing rules and regulations.

6. Representatives are advised to confirm their attendance on or before June 15, 2026, through tinyurl.com/2026ROSDOWORKSHOP.

7. For inquiries and clarifications, contact Ms. Jeanne Nicole Grageda or Ms. Joloren A. Luya of BHROD-SED through (02) 8633-5397 or at bhrod.sed@deped.gov.ph.

8. Immediate dissemination of and compliance with this Memorandum are desired.

RECORDS SECTION
RELEASED

By: *[Signature]*
Date: *May 18, 2026*
052620690

[Signature]
ALLAN G. FARNAZO
Director IV
[Initials]

Encl.: As stated.
ROFI/abj



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





Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY

HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT AND INFRASTRUCTURE EDUCATION RCM
RECORDS SECTION

MEMORANDUM
DM-OUHRODI-2026- 1662

RECEIVED

By: _____
Date: 13 MAY 2026

5/12/2026

Time: 9:57

TO : ALL REGIONAL DIRECTORS
ALL SCHOOLS DIVISION SUPERINTENDENT

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

SUBJECT : **CONDUCT OF TECHNICAL ASSISTANCE WORKSHOP ON SGC
TOOL (Batch 1-4)**

DATE : 04 May 2026

The Department of Education continues to strengthen the institutionalization of **School Governance Councils (SGCs)** in school communities nationwide through DepEd Order No. 26, s. 2022, which established SGCs as a mechanism for shared governance and a platform for feedback, promoting stronger stakeholder engagement and community participation in schools.

In support to this mandate, the **Bureau of Human Resource and Organizational Development - School Effectiveness Division (BHROD-SED)** developed and rolled out the SGC Functionality Assessment Tool in 2022 and 2023 to assess the functionality of SGCs in secondary schools. Results showed that across 217 divisions and 16 regions, 9,498 out of 10,096 secondary schools or 94% participated in the endline data collection, of which 4,649 schools or 49% were found to have functional SGCs.

Building on this success and to further strengthen the implementation of SGCs, the BHROD-SED shall roll out the SGC Functionality Assessment Tool for public elementary schools this year. The development of the tool was informed by a series of online consultations with field counterparts. In support of its rollout, a **Technical Assistance Workshop will be conducted from June to August 2026, with representatives from 17 Regional Office - Field Technical Assistance Division (FTAD) and 222 Schools Division Office- School Governance Operation Division.** The activity aims to capacitate participants on the proper use of the tool and

FTAD
0514-1000
10:54am



Room 102, Rizal Building, DepEd Complex, Meralco Ave., Pasig City 1600
Telephone Nos.: (+632) 85337206, (+632) 86318494, (+632) 86366549
Email Address: usec.hroo@deped.gov.ph | Website: www.deped.gov.ph

Doc. Ref. Code	PAWMAF-026	Rev	00
Effectivity	09.30.21	Page	1 of 5



strengthen their role and competencies in monitoring the status and contexts of SGCs for effective implementation.

For more details about the activity, the attachment below is provided for your reference:

- **Workshop Schedule, Expected Participants, Venue, Reminders (Annex A)**
- **Indicative Program of Activities (Annex B)**

For administrative concerns, please take note of the following:

1. Travel expenses of the CO Management Team shall be charged against AR No.: 2026-CO-01655
2. Travel expenses of the participants shall be charged to local funds.
3. For board and lodging and meal arrangement, kindly refer to the table below:

Day	Breakfast	AM Snack	Lunch	PM Snack	Dinner	Board and Lodging
1			✓	✓	✓	✓
2	✓	✓	✓	✓	✓	✓
3	✓	✓	✓			

Note: On Day 1, the first meal will be lunch, which will be served at 12:00 noon. Check-in details shall be announced by the organizers during the program proper.

4. Participants who opt to stay beyond Day 3 shall shoulder the corresponding accommodation charges and shall not be covered by the organizers.
5. Participants are not allowed to bring additional participants, as venue capacity and meal provisions are strictly limited.
6. To confirm participants' attendance, kindly access this link: tinyurl.com/2026ROSDOWORKSHOP on or before **June 15, 2026 (Monday)**.
7. All expenses are subject to the existing accounting and auditing rules and regulations.

For inquiries, clarifications, and other matters, please contact **Ms. Jeanne Nicole Grageda** or **Ms. Joloren A. Luya** of BHROD-SED through landline number (02) 8633-5397 or via email at bhrod.sed@deped.gov.ph

For your information and guidance.

Copy furnished:

Office of the Secretary
Office of the Undersecretary for Field Operations



Room 102, Rizal Building, DepEd Complex, Meralco Ave., Pasig City 1600
Telephone Nos.: (+632) 86337206, (+632) 86318494, (+632) 86366549
Email Address: usec.hrod@deped.gov.ph | Website: www.deped.gov.ph

Doc. Ref. Code	PA/WM-F-026	Rev	00
Effectivity	09.20.21	Page	2 of 5



Annex A: Workshop Schedule, Participants, Reminders

Please be guided by the following information:

Workshop Schedule		
Day 1	Day 2	DAY 3
12noon: Arrival Registration/ Distribution of Kits/ Program proper/ Check-in	Program starts: 7:30 AM Program ends: 5 PM	Program starts: 8 AM Program ends: 11:30 am Check-out time: 12nn

1. On Day 1, the first meal will be lunch, which will be served at 12:00 noon. Check-in details shall be announced by the organizers during the program proper.
2. **Participants are requested to arrive on Day 1 to ensure full attendance and seamless participation in Day 2 activities.** This will facilitate proper coordination and timely start of all scheduled sessions.
3. To ensure adequate space at the venue on Day 1, participants are requested to bring only essential luggage for the duration of the workshop and to **avoid bringing oversized items.**
4. **Participants are advised to ensure that they are in good health and fit to attend prior to and throughout the duration of the workshop.** They are also encouraged to bring any necessary medications for their personal use.
5. The activities will require internet access and hands-on computer use; thus, **all participants are required to bring their own laptops and extension cords.** While the venue will provide internet connectivity, participants are advised to bring pocket Wi-Fi devices and secure mobile data in case of internet connectivity issues.
6. Only **two (2) participants from each RO and SDO** are required to attend the workshop:

Expected Participants	
Each Regional Office	<ul style="list-style-type: none"> • One (1) FTAD Chief • One (1) FTAD SGC Focal person
Each Schools Division Office	<ul style="list-style-type: none"> • One (1) SGOD Chief • One (1) SGOD SGC Focal person



Room 102, Rizal Building, DepEd Complex, Meralco Ave., Pasig City 1600
 Telephone Nos.: (+632) 86337206, (+632) 86318494, (+632) 86366549
 Email Address: usec.hrod@deped.gov.ph | Website: www.deped.gov.ph

Doc. Ref. Code	PAWR1F-026	Rev	00
Effectivity	09.20.21	Page	3 of 5



Participating Regions and Schools Division Office			
Batch No.	Regional Office and SDOs	Date	Venue
1	R12 & 8 SDOs	June 17-19, 2026	NEAP Gensan
	R8 & 13 SDOs		
2	R2 & 9 SDOs	June 24-26, 2026	Within NCR
	NIR & 22 SDOs		
3	CAR & 8 SDOs	July 1-3, 2026	Ecotech, Cebu
	R7 & 12 SDOs		
	R9 & 9 SDOs		
4	R11 & 11 SDOs	July 8-10, 2026	Within NCR
	R10 & 14 SDOs		
	R4B & 7 SDOs		

7. All concerned are requested to strictly follow the prescribed number of participants to ensure smooth coordination and effective session management, as well as to maintain the conduciveness of the venue.



Annex B: Indicative Program of Activities

Technical Assistance Workshop on SGC Tool

Day	Dur	Activity/Topic
Day 1 12:00 noon		Arrival, Registration, Distribution of Kits, Preliminaries (Objective and Context, Background, pretest), Check-in
Day 2		
7:00-8:00	30	[cont.] Registration
8:00-8:30	30	Preliminaries
8:30-9:00	30	Recap
9:00-9:15	15	User Guide Vol
9:15-9:45	30	SGC Tool: Step 1, 2 and 3
9:45-10:15	30	Practice Exercise
10:15-10:25	10	Break
10:25-10:55	30	SGC Tool Step 4
10:55-11:25	30	Practice Demo
1:00-1:15	15	Preliminaries
1:15-1:45	30	User Guide Vol 2
1:45-2:15	30	MOV Errors
2:15-2:55	40	SDO Validation Sheet SDO Monitoring Sheet
2:55-3:25	30	Practice Exercise
3:25-3:35	10	Break
3:35-4:05	30	Updating the MOVs
4:05-4:25	30	Practice Demo
Day 3		
8:00-8:15	15	Preliminaries
8:15-8:55	40	RO Monitoring Sheet RO Multiple Submission Deletion Log
8:55-9:25	30	Practice Demo
9:25-10:25	60	Next steps, Presentation of Program Design for Clustered Workshop
10:25-11:25	60	Awarding



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Republic of the Philippines
Department of Education
 DAVAO REGION

RECORDS
 0626120840

June 16, 2026

REGIONAL MEMORANDUM
 FTAD-2026-024

DISSEMINATION OF THE ADVISORY ON THE NEW SCHEDULE
 AND VENUE OF THE TECHNICAL ASSISTANCE WORKSHOP
 ON THE SGC TOOL (BATCH 4)

To: Schools Division Superintendents
 Chief ES, Field Technical Assistance Division

- In reference to the Advisory dated June 10, 2026, issued by the Bureau of Human Resource and Organizational Development (BHROD), Office of the Director, relative to DM-OUHROD-2026-1662, entitled *Technical Assistance Workshop on the School Governance Council (SGC) Tool (Batch 1-4)*, all concerned personnel are hereby informed of the confirmed schedule and venue for Region XI participants, as follows:

Participants	Batch No.	Date	Venue
Region XI and 11 Schools Division Offices	Batch 4	July 8-10, 2026	NEAP RELC, Marikina City

- Immediate dissemination and compliance with this Memorandum are directed.

ALLAN G. FARNAZO
 Director IV

Encl.: As stated
 ROF2/rsm

DEPARTMENT OF EDUCATION RO:
 RECORDS SECTION
RELEASED

By: *[Signature]* Date: June 17, 2026
 178161 Time:

0626120840



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





DepEd XI Davao Region <region11@deped.gov.ph>

Advisory on the New Schedule and Venue for Batch 1, 2, and 4 of the TA Workshop on SGC Tool

1 message

By: 15 JUN 2026
 Date: 10.08
 Time: 6:24/2026 44

Wed, Jun 10, 2026 at 2:30 PM

School Effectiveness Division <bhrod.sed@deped.gov.ph>
 To: Deped II Cagayan Valley <region2@deped.gov.ph>, "Negros Island Region (NIR)" <nir@deped.gov.ph>, DEPED VIII EASTERN VISAYAS <REGION8@deped.gov.ph>, DepEd XII Soccsksargen <region12@deped.gov.ph>, DEPED IVB MIMAROPA <MIMAROPA.REGION@deped.gov.ph>, DEPED X NORTHERN MINDANAO <REGION10@deped.gov.ph>, DEPED XI DAVAO REGION <REGION11@deped.gov.ph>, Field Technical Assistance Division DepEd RO2 <ftad.region2@deped.gov.ph>, ftad region8 <ftad.region8@deped.gov.ph>, ftad.region12@deped.gov.ph, ftad.mimaroparegion@deped.gov.ph, ftad.region10@deped.gov.ph, ftad.region11@deped.gov.ph
 Cc: MARIVIC SOMEJO <marivic.somejo@deped.gov.ph>, nestor.amisola001@deped.gov.ph, REYNALDO NAYRE <reynaldo.nayre002@deped.gov.ph>, judie.delacruz001@deped.gov.ph, manolo.perez0001@deped.gov.ph, lita.base01@deped.gov.ph, RONNIE MERCADO <ronnie.mercado@deped.gov.ph>, Marian Efondo <marian.efondo@deped.gov.ph>, Jeanne Nicole Grageda <jeanne.grageda@deped.gov.ph>, joloren.luya@deped.gov.ph

Dear **Participants**,

Greetings!

This advisory is in reference to **DM-OUHROD-2026-1662**, or the *Technical Assistance Workshop on the SGC Tool (Batch 1-4)*.

In view of the recent earthquake that affected parts of Mindanao, the conduct of the workshop for Batch 1, originally scheduled on **July 15–17, 2026 at NEAP-RXII, with the Regional Offices and Schools Division Offices of Regions VIII and XII** as participants, shall be postponed until further notice. The details regarding the new schedule and venue shall be communicated once finalized.

Moreover, please be guided by the following information relevant to the venues for Batches 2 and 4:

Batch No.	Participants Regional Office and SDOs	Date	Venue
2	Region II and 9 SDOs	June 24-26, 2026	Green Sun Hotel & Events Chino Roces Ave, Makati City
	NIR and 22 SDOs		
4	Region XI and 11 SDOs	July 8-10, 2026	NEAP RELC, Marikina City
	Region X and 14 SDOs		
	Region IV-B and 7 SDOs		

For more information about the advisory, please see the attached file.

For other concerns or inquiries, you may contact **Ms. Jeanne Nicole Grageda** or **Ms. Joloren A. Luya** of

<https://mail.google.com/mail/u/0/?ik=eb1ec59f71&view=pt&search=all&permthid=thread-f:1867590476470075462&siml=msg-f:1867590476470075462>

Rec'd
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 06/10/2026
 1:57pm

6/11/26, 5:21 PM

Department of Education Mail - Advisory on the New Schedule and Venue for Batch 1, 2, and 4 of the TA Workshop on SGC Tool

the Bureau of Human Resource and Organizational Development-School Effectiveness Division (BHRD-SED) through the landline number (02) 8633-5397 or via email at bhrod.sed@deped.gov.ph.

For your information and guidance.



SCHOOL EFFECTIVENESS DIVISION
Bureau of Human Resource and Organizational Development
Department of Education

DepED Complex, Meralco Avenue, Pasig City 1600

(632) 833-5397 (telefax)

<http://www.deped.gov.ph/>

<https://www.facebook.com/groups/deped.sed/>

Tayo
PAPAYA
EDUKASYON

Maka-Diyos. Makatao. Makakalikasan. Makabansa

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Republic of the Philippines
Department of Education

BUREAU OF HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

OFFICE OF THE DIRECTOR

ADVISORY

June 10, 2026

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4	Region XI and 11 SDOs	July 8-10, 2026	NEAP RELC, Marikina City
	Region X and 14 SDOs		
	Region IV-B and 7 SDOs		

For other concerns or inquiries, you may contact **Ms. Jeanne Nicole Grageda** or **Ms. Joloren A. Luya** of the **Bureau of Human Resource and Organizational Development-School Effectiveness Division (BHROD-SED)** through the landline number (02) 8633-5397 or via email at bhrod.sed@deped.gov.ph.

For your information and guidance.

DEXTER N. PANTE

Project Development Officer V
Officer-in-Charge, Office of the Director III
Bureau of Human Resource and Organizational Development

