



Republic of the Philippines
Department of Education
REGION III – CENTRAL LUZON
SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

January 28, 2026

SCHOOLS DIVISION MEMORANDUM
No. 034, s. 2026

To: Assistant Schools Division Superintendent
Chief Education Supervisors
All Public Elementary and Secondary Schoolheads
All Others Concerned

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

1. For the information, guidance and compliance of all concerned, enclosed is DM-OUHROD- 2026-0149 Implementation of School Organizational Diagnosis Through the Conduct of the SBM Leadership Training Survey.
2. For queries or further information, please contact Cyril S. Talusan through Messenger or at 0977644-2582.
3. Wide dissemination of this Memorandum is earnestly desired.



JOHANNA N. GERVACIO PhD, CESO V
Schools Division Superintendent +

Encl: As stated
Reference: None
To be indicated in the Perpetual index
Under the following subjects
SGOD-HRD-CST/



Republika ng Pilipinas

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



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

1/20/2026, 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
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)



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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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