



Republic of the Philippines
Department of Education
SCHOOLS DIVISION OF MARINDUQUE

Office of the Schools Division Superintendent

MEMORANDUM

SGOD-2026-153

TO: Assistant Schools Division Superintendent
Chief Education Supervisors
Public Schools District Supervisors
Public Elementary, Secondary, and Integrated School Heads
All Others Concerned

FROM: **LYNN G. MENDOZA, EdD**
OIC, Schools Division Superintendent

SUBJECT: **COMPETENCY-BASED NEEDS ASSESSMENT OF SCHOOL HEADS
FOR SCHOOL YEAR 2026-2027**

DATE: July 27, 2026

1. The Department of Education remains steadfast in ensuring equitable access of teachers and school leaders to responsive, data-driven, and targeted professional development programs. As the professional development arm of the Department, the National Educators Academy of the Philippines (NEAP), through the School Governance and Operations Division – Human Resource Development Section (SGOD-HRDS), continues to spearhead initiatives aligned with the Department's Five-Point Agenda by strengthening the competencies of school leaders and personnel toward the delivery of quality basic education.
2. In support of this mandate, the SGOD-HRDS, under Project Quality HRD – TALINO (Training And Learning Initiatives for NOn-teaching and teaching personnel), shall conduct the **Competency-Based Needs Assessment of School Heads for School Year 2026-2027**.
3. Anchored on the Professional Standards for School Heads (PSSH), Individual Development Plans (IDPs), and other competency-based needs assessment mechanisms adopted by the Department, the assessment aims to identify the priority competency-based learning and development needs of school leaders to serve as basis in the planning, design, implementation, monitoring, and evaluation of responsive professional development interventions and technical assistance programs of the Schools Division Office.
4. Relative thereto, all Principals, Head Teachers, and Teachers-in-Charge (TICs) in both elementary, secondary, and integrated schools are hereby directed to **accomplish the Competency-Based Needs Assessment of School Heads for School Year 2026-**



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2027 through the online form accessible at bit.ly/CBNA2627Mdq on or before August 15, 2026.

5. As part of the validation process, respondents shall likewise upload a scanned copy, in PDF format, of their fully signed and approved Office Performance Commitment and Review Form (OPCRF) – Individual Development Plan (IDP) (Part IV) for School Year 2025–2026 through the same online form. Only PDF files shall be accepted, and there shall be no need to submit a separate hard copy or electronic copy to the Schools Division Office.
6. Information gathered from the assessment shall be treated with utmost confidentiality and shall be used solely for the planning and implementation of competency-based learning and development programs, technical assistance, coaching and mentoring, and other human resource development interventions of the Schools Division Office.
7. Public Schools District Supervisors are requested to monitor and ensure the participation of all school leaders within their respective districts.
8. For clarifications, please contact Mr. Kyle David V. Atienza, Senior Education Program Specialist – Human Resource Development Section, through kyledavid.atienza@deped.gov.ph.
9. Immediate dissemination of and strict compliance with the contents of this Memorandum are desired.

/SGOD-HRDS-KDA



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