



Republic of the Philippines
Department of Education
 MIMAROPA REGION
 SCHOOLS DIVISION OF MARINDUQUE

Department of Education
 Division of Marinduque
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Office of the Schools Division Superintendent

DIVISION MEMORANDUM

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

[Handwritten Signature]

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

SUBJECT: **TIMELINE OF ACTIVITIES IN COMPLIANCE WITH DEPED ORDER NO. 007, S. 2024 "POLICY GUIDELINES ON THE IMPLEMENTATION OF REVISED SCHOOL-BASED MANAGEMENT (SBM) SYSTEM" FOR SCHOOL YEAR 2024-2025**

DATE: February 11, 2025

1. Pursuant to DepEd Order No. 007, s. 2024, titled "Policy Guidelines on the Implementation of the Revised School-Based Management (SBM) System", this Office through Project QAMESTAHAN (Quality Assurance, Monitoring & Evaluation, Technical Assistance) of School Governance and Operations Division – School Management, Monitoring and Evaluation informs the field of the following activities relevant to the implementation of and compliance with the Revised School-Based Management (SBM) system for School Year 2024-2025.

Activity	Date
Profiling of SBM Coordinators https://tinyurl.com/2025rSBMCoordinators	January 8 - February 17, 2025
Accomplishment of Schedule of Orientation with Internal and External Stakeholders https://tinyurl.com/rSBMOrientation	January 8 - February 17, 2025
Conduct of Revised SBM Orientation with Internal and External Stakeholders	On or before February 28, 2025
Conduct of Self-Assessment	Within the 4 th quarter of the current School Year

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Accomplishment of Online SBM Self-Assessment Checklist https://forms.office.com/r/MF2zwGe2Z8	On or before April 4, 2025
Integration of Result of SBM Self-Assessment in the school's adjusted implementation plan	Vacation months of learners prior to the start of new school year (SY 2025-2026)
Implementation of plans for continuous improvement of practices and learning outcomes	First to Third Grading Period of SY 2025-2026
Provision of Technical Assistance	<i>*may be given at any time during the school year</i>

2. Relative thereto, all public elementary and secondary schools are directed to conduct SBM Self-assessment for School Year 2024-2025 for self-reflection and continuous improvement starting the 4th quarter of the current school year.
3. All public elementary and secondary school heads as SBM Coordinators shall accomplish the Online Self-Assessment Checklist tool for schools to evaluate the new SBM dimensions and upload the accomplished scanned copy of the SBM Assessment Checklist tool using the official DepEd e-mail through the link <https://forms.office.com/r/MF2zwGe2Z8> on or before April 4, 2025.
4. The result of Self-Assessment will serve as basis for further school improvement planning and will be part of the Schools Division Office through the Division Field Technical Assistance Teams (DFTATs) for monitoring and provision of technical assistance
5. All materials relevant to the implementation of Revised School-Based Management System (SBM) may be accessed through <https://tinyurl.com/MarinduqueRevisedSBM>
6. For clarifications and other queries, all concerned may contact Dr. Fretzie P. Alcantara, SEPS-School Management, Monitoring & Evaluation / Division SBM Coordinator through e-mail address fretzie.alcantara@deped.gov.ph
7. Immediate dissemination of and strict compliance with the contents of this Memorandum are highly desired.

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