



Republic of the Philippines
Department of Education
Region II – Cagayan Valley
Schools Division of Nueva Vizcaya

24 June 2025

DIVISION MEMORANDUM
No. 275, s. 2025

**PROVISION OF TECHNICAL ASSISTANCE ON
DEPED ORDER NO. 007, S. 2024 AND DEPED ORDER NO. 026, S. 2022**

To: Office of the Assistant Schools Division Superintendent
School Governance and Operations Division Chief
Curriculum Implementation Division Chief
Members of the Division Field Technical Assistance Team
Elementary and Secondary School Heads
All others concerned

1. In reference to Regional Memorandum No. 265, s. 2025, titled "Regional Provision of Technical Assistance on DO 007, s. 2024 and DO 026, s. 2022 to Schools Division Offices (SDOs)", this Division shall conduct a corresponding technical assistance activity to support the implementation of the Revised School-Based Management (SBM) System and the strengthening of School Governance Councils (SGCs) through the functionality assessment tool.
2. This two-day activity will be conducted on July 23-24, 2025, 8:00 AM onwards at the DepEd SDO Conference Hall, Bayombong, Nueva Vizcaya. Day 1 will focus on the Revised SBM System and the SBM Self-Assessment for Self-Improvement, while Day 2 will tackle the establishment and strengthening of SGCs and the use of the SGC Functionality Assessment Tool.
3. Expected and number of participants for each day are as follows:

Day 1 - Division Field Technical Assistance Teams	No. of Pax	Day 2 – SGC Composite Team	No. of Pax
CID – Chief ES (1), Education Program Supervisors (9), EPS-LR (1), PDO II (1), Librarian (1), EPS II-ALS (2), PSDSs/DICs (23)	38	CID – Chief ES (1), PSDSs/DICs (23)	24
OSDS Unit Heads – SDS, ASDS, Budget, Accounting,	11	OSDS – SDS, ASDS, Legal	3



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Day 1 - Division Field Technical Assistance Teams	No. of Pax	Day 2 – SGC Composite Team	No. of Pax
Legal, IT, Admin (HRM, Records, Cash, Supply, GS)			
SGOD – Chief ES (1), EPS (1), SEPS (4), EPS II (3), PO III (1), PDO I (2) and PDO II (1), EFU (1), Medical Officer III (1), Dentists (2), Nurses (10)	27	SGOD – Chief ES, EPS, SEPS (4), EPS II (SMME)	7
		Secondary School Heads (2 per Municipality)	30
		Elementary School Heads (2 per Municipality)	30
Total	76		94

4. Expenses to be incurred during the activity shall be charged to HRTD 2025 while the transportation expense of the participants shall be charged to School MOOE subject to the usual accounting and auditing rules and regulations.

5. For your information, guidance and strict compliance.

ORLANDO E. MANUEL PhD., CESO V
Schools Division Superintendent

