



Republic of the Philippines  
Department of Education  
NEGROS ISLAND REGION  
Schools Division of Escalante City



January 27, 2026

**DIVISION MEMORANDUM**

No. 041 s. 2026

**DISSEMINATION OF DEPED MEMORANDUM – OUHROD-2026-0149, RE:  
“IMPLEMENTATION OF SCHOOL ORGANIZATIONAL DIAGNOSIS THROUGH THE  
CONDUCT OF THE SBM LEADERSHIP TRAINING NEEDS SURVEY”**

To: OIC-Assistant Schools Division Superintendent  
Chief Education Supervisors of CID & SGOD  
Education Program Supervisors/Specialists  
Elementary and Secondary School Heads/TICs  
Division and School SBM Coordinators  
All Others Concerned

1. Pursuant to DM-OUHROD-2026-0149, dated January 23, 2026 titled: *“Implementation of School Organizational Diagnosis Through the Conduct of the SBM Leadership Training Needs Survey”*, this Office disseminates the said Memorandum to all public schools for information, guidance and compliance.
2. The survey aims to gather grassroots-level information on the leadership training needs of school heads as part of its organizational diagnosis. To advance this objective, the conduct of SBM Leadership Training Needs Survey is until **February 9, 2026**.
3. Attached is DM-OUHROD-2026-0149 for reference.
4. The Google Survey Form can be accessed at [tinyurl.com/SBMFY26SurveyForm](http://tinyurl.com/SBMFY26SurveyForm).
5. Immediate dissemination of and compliance with this Memorandum are desired.

**PETER J. GALIMBA**

Assistant Schools Division Superintendent  
OIC – Schools Division Superintendent

For the SDS:

**BREN B. DOLAR**  
Administrative Officer V  
In-Charge of the Division

**HRDS**

Reference : As stated  
Enclosures : As stated  
To be indicated in the Perpetual Index under the following subjects:

SCHOOL-BASED MANAGEMENT      TRAINING NEEDS      SCHOOL HEADS

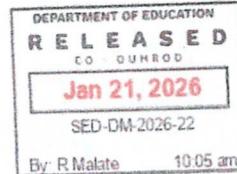
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Republika ng Pilipinas  
**Department of Education**  
OFFICE OF THE UNDERSECRETARY  
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

**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**

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

E-signed by  
Wilfredo Cabral

2026 4:36:20 PM

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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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](http://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](mailto: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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