



Republic of the Philippines  
**Department of Education**

REGION I  
SCHOOLS DIVISION OF THE CITY OF BATAC

DIVISION MEMORANDUM

No. **070**, s. 2026

30 JAN 2026

**CONDUCT OF THE SBM LEADERSHIP TRAINING NEEDS SURVEY**

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

1. DepEd Memorandum DM-OUHROD-2026-0149 on the Implementation of Schools Organizational Diagnosis Through the conduct of the SBM Leadership Training Needs Survey announces the conduct of the SBM Leadership Training Needs survey until February 9, 2026.
2. The survey aims to gather grassroots-level information on the leadership training needs of school heads as part of its organizational diagnosis to establish a structured framework for capacity-building programs tailored to SBM leadership.
3. To ensure proper administration of the survey the guidelines are as follows:
  - a. The survey form can be accessed at [tinyurl.com/SBMFY26-SurveyForm](http://tinyurl.com/SBMFY26-SurveyForm).
  - b. The school head is tasked to complete the survey and ensure that all basic school information provided in the survey is accurate and complete.
  - c. Multiple submissions are not allowed. Respondents are expected to carefully review their answers before submitting the survey form.
  - d. Use only DepEd email addresses (personal and school account) for this purpose.
4. For clarification and inquiries, contact BHROD-SED via email at [bhrod.sed@deped.gov.ph](mailto:bhrod.sed@deped.gov.ph) or by telephone at (02) 8633-5397
5. For guidance and compliance.

**ANSELMO R. ALUDINO**  
Schools Division Superintendent

Encl: DM-OUHROD-2026-0149

Reference:

To be included in the Perpetual Index  
Under the following subject:

SURVEY                      TRAINING PROGRAM

SGOD/dau/DM 26-001 SBM Trng Survey  
2601369 January 29, 2026



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



SED-DM-2026-22

Republika ng Pilipinas

**Department of Education**

OFFICE OF THE UNDERSECRETARY

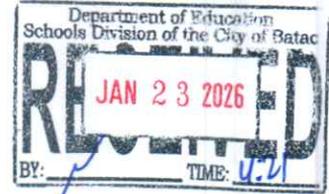
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT



SDCB RECORDS UNIT

2601369

**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**  
 E-signed by  
 Wilfredo Cabral  
 1/23/2026, 4:36:20 PM  
*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)



Doc. Ref. Code	PAWIM-F-026	Rev	00
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](https://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**