



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
Schools Division of Negros Oriental

**Office of the Schools Division
Superintendent**

13 APR 2023

DIVISION MEMORANDUM

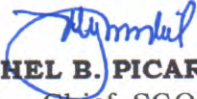
No. *255*, s. 2023

SBM CAPACITY BUILDING ON RECORD-KEEPING & DOCUMENTATION

To: Assistant Schools Division Superintendent
Chief, CID and SGOD, EPS, PSDSs/ Care Takers/ District-In-Charge
Senior Education Program Specialist/Education Program Specialist II
Unit Heads, Elementary and Secondary School Heads
All Others Concerned

1. The provision of technical assistance on the implementation of School- Based Management (SBM) continues while the validation of the levels of practice is held in abeyance.
2. This office hereby informs the field of the conduct of the SBM Capacity Building on Record- Keeping & Documentation on April 14, 2023 at Plaza Maria Luisa Suites Inn at 8 o'clock in the morning until 5 o'clock in the afternoon. It shall be attended by District SBM Coordinators for Elementary and Secondary schools.
3. Meals shall be served (AM snacks, lunch, PM snacks). Transportation and other expenses relative to the participation and attendance to the conference shall be charged against School/ Local funds subject to the usual accounting rules and regulations.
4. For widest dissemination and compliance.

By authority of the Schools Division Superintendent


RACHEL B. PICARDAL EdD
Chief, SGOD
Office In-Charge

NCO/MKP/JMA/NLR/SGOD/RBP/rcee
April 13, 2023



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