



Republic of the Philippines
Department of Education
SOCCSKSARGEN REGION
SCHOOLS DIVISION OF SARANGANI

15 Jun 2026

DIVISION MEMORANDUM

SGOD-2026-119

**SUBMISSION OF SCHOOL-BASED MANAGEMENT (SBM) SELF-ASSESSMENT
CHECKLIST FOR SY 2025-2026**

To: Assistant Schools Division Superintendent
Functional Division Chiefs
District heads
School Heads
All Other Concerned

1. In accordance with DepEd Order No. 007, s. 2024, the Department of Education hereby issues the enclosed Guidelines on the Implementation of the Revised School-Based Management (SBM) System. This guideline aims to strengthen the policy of decentralizing decision-making authority to school administrators for matters affecting school operations and to establish mechanisms for continuous improvement and for the provision of technical assistance at the school level.
2. In line with its commitment to continuous school improvement and effective governance, this office, through the School Management Monitoring and Evaluation (SMME), requires all concerned—particularly our school heads uploading/submission of your accomplished SBM Self-Assessment Checklist for SY 2025-2026, in compliance with DepEd Order No. 007, s. 2024 on for submission is 12:00 noon on June 23, 2026, through the link and QR Code herein below:

<https://bit.ly/SBM-SelfAssessmentTool-January-June2026>



3. For inquiries, contact Ms. Araceli J. Dinopol, SEPS-SMM&E, at 0918-468-8641.
4. Immediate dissemination and compliance with this Memorandum are desired.
5. For the information and guidance of all concerned.

RUTH L. ESTACIO PhD, CESO V
Schools Division Superintendent

Encl.: As stated





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

ASSESSMENT

Adriano A. Daligdig/SGOD/MLA – submission of school-based management (sbm)
self-assessment checklist for sy 2025-2026
0409/June 15, 2026





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Enclosure 1. Annex A: School-Based Management (SBM) Self-Assessment Checklist

(Name of School)

Annex A: School-Based Management (SBM) Self-Assessment Checklist

The *SBM Self-Assessment Checklist* provides a comprehensive understanding of the status of continuous improvement in the various areas of school operation. The school assesses the six (6) SBM Dimensions and determines the degree of manifestation for each SBM Indicator. These indicators are listed as observable school practices and attainable learning outcomes. The extent by which the indicators are manifested is described as follows: *not yet manifested*, *frequently manifested*, and *always manifested*.

Curriculum and Teaching					
School personnel and stakeholders work collaboratively to enhance learning standards to continually build a relevant and inclusive learning community and achieve improved learning outcomes.					
SBM Indicator	Degree of Manifestation (Please tick the box that best describes your school)				Remarks
	Not yet manifested	Rarely manifested	Frequently manifested	Always manifested	
1. Grade 3 learners achieve the proficiency level for each cluster of early language, literacy, and numeracy skills	☐	☐	☐	☐	
2. Grade 6,10, and 12 learners achieve the proficiency level in all 21 st century skills and core learning areas in the National Achievement Test (NAT)	☐	☐	☐	☐	
3. School-based ALS learners attain certification as elementary and junior high school completers	☐	☐	☐	☐	
4. Teachers prepare contextualized learning materials responsive to the needs of learners Teachers conduct remediation	☐	☐	☐	☐	
5. Teachers conduct remediation activities to address learning gaps in	☐	☐	☐	☐	





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reading and comprehension, science and technology, and mathematics					
6. Teachers integrate topics promoting peace and DepEd core values	☐	☐	☐	☐	
7. The school conducts test item analysis to inform its teaching and learning process	☐	☐	☐	☐	
8. The school engages local industries to strengthen its TLE-TVL course offerings	☐	☐	☐	☐	

Learning Environment

The school and its community work collaboratively to ensure equitable access to a learner-centered, motivating, healthy, safe, secure, inclusive, resilient, and enabling learning environment and to achieve improved learning outcomes

SBM Indicator	Degree of Manifestation (Please tick the box that best describes your school)				Remarks
	Not yet manifested	Rarely manifested	Frequently manifested	Always manifested	
9. The school has zero bullying incidence	☐	☐	☐	☐	
10. The school has zero child abuse incidence	☐	☐	☐	☐	
11. The school has reduced its drop- out incidence	☐	☐	☐	☐	
12. The school conducts culture-sensitive activities	☐	☐	☐	☐	
13. The school provides access to learning experiences for the disadvantaged, OSYs, and adult learners	☐	☐	☐	☐	
14. The school has a functional school-based ALS program	☐	☐	☐	☐	





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15. The school has a functional child-protection committee	☐	☐	☐	☐	
16. The school has a functional DRRM plan	☐	☐	☐	☐	
17. The school has a functional support mechanism for mental wellness	☐	☐	☐	☐	
18. The school has special education- and PWD-friendly facilities	☐	☐	☐	☐	

Leadership

School personnel and stakeholders are empowered and actively engaged in taking on appropriate leadership roles and responsibilities to continuously improve the school for improved learning outcomes.

SBM Indicator	Degree of Manifestation (Please tick the box that best describes your school)				Remarks
	Not yet manifested	Rarely manifested	Frequently manifested	Always manifested	
19. The school develops a strategic plan	☐	☐	☐	☐	
20. The school has a functional school-community planning team	☐	☐	☐	☐	
21. The school has a functional Supreme Student Government/ Supreme Pupil Government	☐	☐	☐	☐	
22. The school innovates in its provision of frontline services to stakeholders	☐	☐	☐	☐	

Governance and Accountability

The school and its community come together to take responsibility for ensuring participation, transparency, and accountability, as well as the implementation of a plan to continuously improve the delivery of basic education services, organizational health, and performance for improved learning outcomes.

SBM Indicator	Degree of Manifestation (Please tick the box that best describes your school)	Remarks
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	Not yet manifested	Rarely manifested	Frequently manifested	Always manifested	
23. The school's strategic plan is operationalized through an implementation	☐	☐	☐	☐	
24. The school has a functional School Governance Council	☐	☐	☐	☐	
25. The school has a functional Parent-Teacher Association	☐	☐	☐	☐	
26. The school collaborates with stakeholders and other schools in strengthening partnership	☐	☐	☐	☐	
27. The school monitors and evaluates its programs, projects, and activities	☐	☐	☐	☐	
28. The school maintains an average rating of satisfactory from its internal and external stakeholders	☐	☐	☐	☐	

Human Resource and Team Development

School personnel collaborate to continuously improve individual capabilities and team capacity to create an environment that shall yield high performance for improved learning outcomes.

SBM Indicator	Degree of Manifestation (Please tick the box that best describes your school)				Remarks
	Not yet manifested	Rarely manifested	Frequently manifested	Always manifested	
29. School personnel achieve an average rating of very satisfactory in the individual performance commitment and review	☐	☐	☐	☐	
30. The school achieves an average rating of very satisfactory in the office	☐	☐	☐	☐	





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performance commitment and review					
31. The school conducts needs-based Learning Action Cells and Learning & Development	☐	☐	☐	☐	
32. The school facilitates the promotion and continuous Professional development of its personnel	☐	☐	☐	☐	
33. The school recognizes and rewards milestone achievements of its personnel	☐	☐	☐	☐	
34. The school facilitates receipt of correct salaries, allowances, and other additional compensation	☐	☐	☐	☐	
35. Teacher workload is distributed fairly and equitably	☐	☐	☐	☐	

Finance and Resource Management and Mobilization

The school judiciously manages and mobilizes resources to support programs, projects, and activities that contribute to the improvement of learning outcomes.

SBM Indicator	Degree of Manifestation (Please tick the box that best describes your school)				Remarks
	Not yet manifested	Rarely manifested	Frequently manifested	Always manifested	
36. The school inspects its infrastructure and facilities	☐	☐	☐	☐	
37. The school initiates improvement of its infrastructure and facilities	☐	☐	☐	☐	
38. The school has a functional library	☐	☐	☐	☐	
39. The school has functional water electric, and internet facilities	☐	☐	☐	☐	





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40. The school has a functional computer laboratory/classroom	☐	☐	☐	☐	
41. The school achieves a 75-100% utilization rate of its Maintenance and Other Operating Expenses (MOOE)	☐	☐	☐	☐	
42. The school liquidates 100% of its utilized MOOE	☐	☐	☐	☐	

Prepared by:

Name & Signature of School Head
Position

Noted by:

Name & Signature of District head

