2609-1522

Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OF VIGAN CITY

DIVISION MEMORANDUM
No. 774, s.2026

15 SEP 2026

POSTPONEMENT OF THE TECHNICAL ASSISTANCE WORKSHOP ON THE SCHOOL GOVERNANCE COUNCIL (SGC) FUNCTIONALITY ASSESSMENT TOOL

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

1. In reference to **Division Memorandum No. 744, s. 2026** titled "*Technical Assistance Workshop on the School Governance Council (SGC) Functionality Assessment Tool*", the said activity is hereby rescheduled on **September 17, 2026** at 1:00 in the afternoon.

2. All other provisions stated in the memorandum shall remain in effect.

3. For information, guidance and immediate dissemination.

for **VILMA D. EDA, CESO V**
Schools Division Superintendent

SGOD/aff/DM_SGCWorkshopPostponement
September 14, 2026

SCHOOLS DIVISION OFFICE
DEPED VIGAN CITY
15 SEP 2026
RELEASED

2609-643

Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OF VIGAN CITY

08 SEP 2026

DIVISION MEMORANDUM
No. 744, s.2026

TECHNICAL ASSISTANCE WORKSHOP ON THE SCHOOL GOVERNANCE COUNCIL (SGC) FUNCTIONALITY ASSESSMENT TOOL

To: Assistant Schools Division Superintendent
Chief Education Supervisors
All Public Elementary and Integrated School Heads
SDO-SGC Composite Team
All Others Concerned

1. In reference to **DM-OUHRODI-2026-2252** titled *"Conduct of Technical Assistance Workshop on School Governance Council (SGC) Tool*, this office shall conduct a technical assistance workshop on the SGC Functionality Assessment Tool to the public elementary and integrated schools to be held at the SDO Conference Hall on **September 15, 2026** at 1:30pm.

2. School heads shall bring their own laptops and are required to access the following links and print the materials needed in the workshop:

   a. For the SGC User Guide Volume 1: **https://tinyurl.com/SGCUserGuides**.
   b. For the SGC Functionality Assessment Tool and Means of Verification (MOV) templates: **https://tinyurl.com/SGCMOVTemp**

3. This memorandum shall serve as locator slip for all the participants.

4. For information and attendance of all concerned.

VILMA D. EDA, CESO V
Schools Division Superintendent

SGOD/aff/DM_TAonSGCFunctionalityAssessmentTool
September 7, 2026

SCHOOLS DIVISION OFFICE
DEPED VIGAN CITY
08 SEP 2026
RELEASED

2609-643

Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OF VIGAN CITY

08 SEP 2026

DIVISION MEMORANDUM
No. 744, s.2026

TECHNICAL ASSISTANCE WORKSHOP ON THE SCHOOL GOVERNANCE COUNCIL (SGC) FUNCTIONALITY ASSESSMENT TOOL

To: Assistant Schools Division Superintendent
Chief Education Supervisors
All Public Elementary and Integrated School Heads
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VILMA D. EDA, CESO V
Schools Division Superintendent

SGOD/aff/DM_TAonSGCFunctionalityAssessmentTool
September 7, 2026

SCHOOLS DIVISION OFFICE
DEPED VIGAN CITY
08 SEP 2026
RELEASED

Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY

HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT AND INFRASTRUCTURE

MEMORANDUM
DM-OUHRODI-2026-2252

TO : **CONCERNED REGIONAL DIRECTORS**
(Regions I, III, IV-A, V, VI, CARAGA, and NCR)

CONCERNED SCHOOLS DIVISION SUPERINTENDENTS

FROM : **WILFREDO E. CABRAL**
Undersecretary for Human Resource and Organizational Development and Infrastructure

SUBJECT : **CONDUCT OF TECHNICAL ASSISTANCE WORKSHOP ON SGC TOOL (Batch 5-8)**

DATE : 26 June 2026

The Department of Education continues to strengthen the institutionalization of **School Governance Councils (SGCs)** in school communities nationwide through DepEd Order No. 26, s. 2022, which established SGCs as a mechanism for shared governance and a platform for feedback, promoting stronger stakeholder engagement and community participation in schools.

In support to this mandate, the **Bureau of Human Resource and Organizational Development – School Effectiveness Division (BHROD-SED)** developed and rolled out the SGC Functionality Assessment Tool in 2022 and 2023 to assess the functionality of SGCs in secondary schools. Results showed that across 217 divisions and 16 regions, 9,498 out of 10,096 secondary schools or 94% participated in the endline data collection, of which 4,649 schools or 49% were found to have functional SGCs.

Building on this success and to further strengthen the implementation of SGCs, the BHROD-SED shall roll out the SGC Functionality Assessment Tool for public elementary schools this year. The development of the tool was informed by a series of online consultations with field counterparts. In support of its rollout, a **Technical Assistance Workshop for Batches 5-8 will be conducted from July to August 2026.** Following the currently-ongoing workshops for Batch 1-4, which covers ten (10) regions, the activity aims to continue capacitating participants from the remaining seven (7) regions on the proper use of the tool and strengthen their role

and competencies in monitoring the status and contexts of SGCs for effective implementation.

For additional details regarding the activity, the attached documents are provided for your reference:

- **Workshop Schedule, Expected Participants, Venue, Reminders (Annex A)**
- **Indicative Program of Activities (Annex B)**

For administrative concerns, please take note of the following:

1. Travel expenses of the CO Management Team shall be charged against **AR No.: 2026-CO-03943**
2. Travel expenses of the participants shall be charged to local funds.
3. For board and lodging and meal arrangement, kindly refer to the table below:

Day	Breakfast	AM Snack	Lunch	PM Snack	Dinner	Board and Lodging
1	[redacted]		✔	✔	✔	✔
2	✔	✔	✔	✔	✔	✔
3	✔	✔	✔	[redacted]		

Note: *On Day 1, the first meal will be lunch, which will be served at 12:00 noon. Check in details shall be announced by the organizers during the program proper.*

4. Participants who opt to stay before Day 1 or beyond Day 3 shall shoulder the corresponding accommodation charges and shall not be covered by the organizers.
5. Participants are not allowed to bring additional participants, as venue capacity and meal provisions are strictly limited.
6. To **confirm participants' attendance, kindly access this link: tinyurl.com/2026ROSDOWORKSHOP** on or before **July 20, 2026 (Monday)**.
7. All expenses are subject to the existing accounting and auditing rules and regulations.

For inquiries, clarifications, and other matters, please contact **Ms. Jeanne Nicole Grageda** or **Ms. Joloren A. Luya** of BHROD-SED through landline number (02) 8633-5397 or via email at **bhrod.sed@deped.gov.ph**.

For your information and guidance.

Copy furnished:

[redacted]