2610-75

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

DIVISION MEMORANDUM
No. 861, s.2026

08 OCT 2026

ROLL-OUT OF THE SCHOOL GOVERNANCE COUNCIL (SGC) FUNCTION ASSESSMENT TOOL FOR PUBLIC ELEMENTARY SCHOOLS

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Public Elementary and Integrated Schools
All Others Concerned

1. In reference to **Regional Memorandum No. 1283, s. 2026** titled, *"Roll-Out of the School Governance Council (SGC) Functionality Assessment Tool for Public Elementary Schools"*, the Office of the Undersecretary for Human Resource and Organizational Development and Infrastructure issued Memorandum DM-OUHRODI-2026-3750 for the roll-out of the SGC Functionality Assessment Tool for Elementary Schools.

2. For the memorandum and other references and toolkits, school heads are directed to access the following links:
   a. For the DM-OUHRODI-2026-3750: **https://tinyurl.com/SGCElementary2026**.
   b. For the SGC Policy: **https://bit.ly/SGC-FAQs**
   c. For the printable copies of SGC Functionality Assessment Tool and User Guides: **https://tinyurl.com/DMSGCES**
   d. For the list of Means of Verification (MOVs):**https://tinyurl.com/SGCMOVTemp**
   e. For the MOV list of labels per Functionality Indicator (FI): **https://tinyurl.com/MOVLabels**
   f. For the Google Drive Folder Labels: **https://tinyurl.com/GDRIVEFolderLabels**
   g. For the downloadable Google Drive Folders with labels: **https://tinyurl.com/SGCMOV2026RollOut**

3. The online link for the uploading of MOVs shall be given to schools after all documents are checked and reviewed by the SDO-SGC Composite Team. Schedules for the provision of technical assistance per school shall be released by a separate memorandum.

4. For inquiries and other concerns, please contact **Aurelyn F. Fieldad** at cellphone number 0926-5192131 or email at **aurelyn.fieldad@deped.gov.ph**

5. For information and compliance of all concerned.

SCHOOLS DIVISION OFFICE
DEPED VIGAN CITY
08 OCT 2026
RELEASED

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

SGOD/RQRJR/aff

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Republic of the Philippines
Department of Education
REGION I

DEPARTMENT OF EDUCATION
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SCHOOLS DIVISION OFFICE
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REGIONAL MEMORANDUM
No. 1283 s. 2026

ROLL-OUT OF THE SCHOOL GOVERNANCE COUNCIL (SGC) FUNCTIONALITY ASSESSMENT TOOL FOR PUBLIC ELEMENTARY SCHOOLS

To: Schools Division Superintendents
Assistant Schools Division Superintendents
Chiefs, School Governance Operations Division
School-Based Management Focal Person
Public Schools District Supevisors
Select Public Elemetary and Secondary School Heads
All Others Concerned

1. School Governance Councils (SGCs) are pivotal in enhancing the involvement of school stakeholders as collaborators in advancing accessible and high-quality education, safeguarding children's rights, and cultivating a safe, inclusive, and supportive learning atmosphere. By facilitating consultation, coordination, and feedback, SGCs create avenues for parents, students, teachers, and other stakeholders to help identify school needs, assist with school improvement efforts, and nurture a more responsive educational environment.

2. In this regard, the Office of the Undersecretary for Human Resource and Organizational Development and Infrastructure issued Memorandum DM-OUHRODI-2026-3750. This memorandum can be accessed through the following link for reference: https://tinyurl.com/SGCElementary2026.

3. The SGC Functionality Assessment Tool will be sent directly to the SDO SGC Composite Team in accordance with the established process flow, roles, and responsibilities. Furthermore, the SDO SBM Focal Person will provide the link to the school heads of all public elementary schools to ensure proper completion of the SGC tool.

4. Immediate dissemination of this Memorandum is desired.

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ESTELA P. LEON-CARIÑO, EdD, CESO III
Director IV/Regional Director

Encl.: As stated
Reference: DepEd Order 26, s. 2022
To be indicated in the Perpetual Index:
under the subjects:

SGC ASSESSMENT TOOL

FTAD/rgm/SGCElementaryRoll-out
August 29, 2026