



Department of Education
REGION X - NORTHERN MINDANAO
DepEd DIVISION OF TANGUB CITY
DIVISION OF TANGUB CITY
CITY OF TANGUB

March 17, 2020

RELEASED

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DIVISION MEMORANDUM
No. 93 s. 2020

**SUBMISSION OF APPLICATION FOR SCHOOL-BASED MANAGEMENT(SBM)
ASSESSMENT VALIDATION FOR LEVEL II PRACTICE**

To: Curriculum Implementation Division (CID)
Schools Governance and Operations Division (SGOD)
District In-Charge/Section Heads
Public Elementary and Secondary School Heads including TICs
This Division

1. Pursuant to Regional Memorandum No. 109, s. 2020 entitled *Submission of Application for School-Based Management(SBM) Assessment Validation for Levels II and III of Practice* the field is hereby informed that the submission of application to the Regional Office is on **April-May 2020**.
2. Schools who will apply for level II SBM Assessment Validation must prepare the required documents for verification, and for the provision of technical assistance by the Division SBM Coordinating Team.
3. The following are the required documents for level II SBM Assessment Validation application:
 - 3.1. Result of Self Assessment (page 1 to D-O-D),
 - 3.2. March SF 4 for the last 3 years(2017,2018,2019)
 - 3.3. Certified number of drop-outs, repeaters and retained for the last three years signed by the school head and attested by the Division Planning Officer,
 - 3.4. Key Performance Indicators(drop-out, repetition, and retention) for the last three years duly signed by the Division Planning Officer,
 - 3.5. Certified Family Mapping Document signed by the Barangay Captain or the City Planning Officer,
 - 3.6. Application letter addressed to the Regional Director through the Chief Field Technical Assistance Division(FTAD), DepEd X, Zone 1, Upper Balulang, Cagayan del Oro City.
4. Required documents must be submitted to this Office through the Division SBM Coordinator, Division of Tangub City, Mantic, Tangub City on or before April 06,2020.
5. For queries and more information please contact Mr. Mario Esteban C. Arsenal, SEPS M&E at 09305784879 (Smart) , 09661845778(Globe).
6. Immediate and wide dissemination of this Memorandum is desired.

AGUSTINES E. CEPE, CESO V
Schools Division Superintendent

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