



Republic of the Philippines
Department of Education – Region III
TARLAC CITY SCHOOLS DIVISION
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DIVISION MEMORANDUM

No. 213, s 2019

Date : August 23, 2019

To: : OIC-ASDS, Division Chiefs,
PSDSs, EPSvrs, Units Heads,
School Heads of Public Elementary and Secondary Schools

From : The Office of the Schools Division Superintendent

Subject: **ONE (1) DAY ORIENTATION ON SCHOOL-BASED MANAGEMENT (SBM) SELF- ASSESSMENT AND VALIDATION TOOL AND PREPARATION OF SCHOOL REPORT CARD**

1. This Office announces the One (1) Day Orientation on the Contextualized School-Based Management (SBM) Self-Assessment and Validation Tool and Preparation of School Report Card on September 10, 2019 at Sto. Cristo Integrated School, Conference Hall.
2. This orientation aims to:
 - a. Orient the School Heads on the contextualized SBM Self-Assessment and Validation Tool.
 - b. Capacitate the School Heads on the preparation of School Report Card using the e-tool.
3. Participants for the said orientation are the Public Elementary and Secondary School Heads. Further, they are advised to bring laptop and extension cord (to augment what is available in the venue).
4. Expenses relative to the conduct of the activity shall be charged against the HRD Fund subject to the usual accounting and auditing rules and regulations.
5. Immediate and wide dissemination of this Memorandum to all concerned is earnestly desired.


TERESA D. MABABA, CESO V
Schools Division Superintendent

