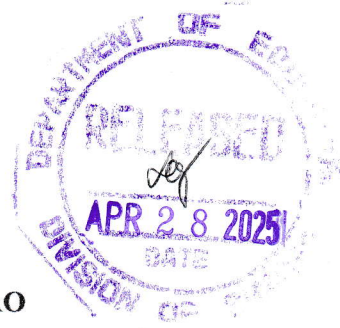




Republic of the Philippines  
Department of Education  
CARAGA REGION  
SCHOOLS DIVISION OF SIARGAO



Office of the Schools Division Superintendent

April 28, 2025

**DIVISION MEMORANDUM**

No. **04-138**, 2025

**SUBMISSION OF SCHOOL-BASED MANAGEMENT (SBM) SELF-ASSESSMENT  
CHECKLIST FOR SY 2024 - 2025**

To: CID Chief  
SGOD Chief  
Head of Sections/Units  
PSDS/District In-Charge  
Elementary and Secondary School Principals/ Head Teachers/ School In-Charge  
All other concerned

1. In line with the Department of Education's commitment to continuous school improvement and effective governance, this office, through the School Management Monitoring and Evaluation (SMME), requires all schools to accomplish the SBM Self Assessment Checklist SY 2024 - 2025 through an online link sent via school email on or before May 9, 2025.
2. This is to monitor the progress and identify schools best practices and areas for improvement.
3. The schools' SBM Self-assessment checklist shall be based on the documents available in the school. PSDSs/DICs shall ensure that the self-assessment is being conducted by the schools with their stakeholders.
5. For immediate dissemination and compliance.

**MANUEL O. CABERTE**

Assistant Schools Division Superintendent  
Officer-In-Charge  
Office of the Schools Division Superintendent

Reference:

Encl's:

To be indicated in the **PERPETUAL INDEX** under the following subjects:

SBM

sgod/adg  
04/28/25