



Republic of the Philippines
Department of Education
REGION VIII
SCHOOLS DIVISION OF NORTHERN SAMAR

February 10, 2025

DIVISION MEMORANDUM
No. *MA* s. 2025

**CHANGE OF SCHEDULE FOR BATCH 1 ON THE CONDUCT OF THE
CAPACITY BUILDING OF SCHOOL HEADS ON THE POLICY
GUIDELINES ON THE IMPLEMENTATION
OF THE REVISED SBM SYSTEM**

TO: CID and SGOD Chiefs
EPSs/PSDSs/PICs
Unit/Section Heads
All Others Concerned

1. In reference to **DM No. 037, s. 2025** and **DM No. 337, s. 2024**, this Office through the Schools Governance and Operations Division (SGOD) and Schools Management Monitoring and Evaluation (SMME) informs all concerned on the change of schedule of the Capacity Building of School Heads on the Policy Guidelines on the Implementation of the Revised School-Based Management (SBM) System from **February 11, 2025**, to **February 15, 2025**, at Bulwagan ng mga Guro, Division Office, Catarman, Northern Samar.
2. Participants shall also be given 1 day leave credit/Compensatory Time Off (CTO) to offset services rendered on February 15, 2025 (Saturday), in compliance with DepEd Order No. 53, s. 2003 and DBM Circular No. 2 entitled Non-Monetary remuneration of Overtime Services Rendered.
3. All other provisions in the above-cited memoranda shall remain in force and effect.
4. Immediate dissemination of and compliance with this Memorandum are desired.

DepEd Northern Samar

RELEASED

By: *MA*

Date: 2-13-25


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