



Republic of the Philippines
Department of Education
REGIONAL OFFICE IX, ZAMBOANGA PENINSULA

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Advisory No. 160, s. 2022

October 3, 2022

In compliance with DepEd Order No. 8, s. 2013
this Advisory is issued not for endorsement per DO 28, s. 2001
but only for the information of DepEd officials,
personnel/staff, and the concerned public.
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INCLUSION OF ELEMENTARY SCHOOLS ON DATA COLLECTION FOR SCHOOL GOVERNANCE COUNCIL (SGC) FUNCTIONALITY ASSESSMENT TOOLS

This has reference to Regional Memorandum No. 417, s. 2022, re: Initial Roll-Out of the School Governance Council (SGC) Functionality Assessment Tool for Secondary Schools dated September 26, 2022, which, in turn, refers to DM- OUHROD-2022- 0090 of the same subject.

Anent this, this office requests all SDOs, this region to include the School Governance Council (SGC) Functionality Assessment Tool for **Elementary Schools**. Attached is the list of google forms link issued by the Office of the Undersecretary Gloria Jumamil- Mercado of the Department of Education.

Deadline of submission for **Secondary and Elementary Schools data** in this region will be on or before October 28, 2022. Kindly send it via google link: <https://bit.ly/sgcfat> as indicated in RM 417, s. 2022.

For more information, please contact Dr. Ruel A. Saldua, Chief- FTAD at mobile number 09384956912 or email address ruel.saldua001@deped.gov.ph.

Widest dissemination of this Office Advisory is enjoined.

ORD-FTAD-OA-2022-074
WEP



Address: President Corazon C. Aquino Regional Government Center, Balintawak, Pagadian City 7016
Website: www.depedro9.net; www.ro9-deped.com
Email: region9@deped.gov.ph



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CERTIFICATE NO.
CP000499Q

Dear ROs:

Relative to the Memorandum on the *Initial Roll-Out of the School Governance Council (SGC) Functionality Assessment Tool for Secondary Schools* or **DM-HROD-2022-0090**, attached below is the list of **Google Forms Link** per Schools Division Offices.

To ensure smooth implementation of the tool, the RO shall follow the **Process Flow of the Data Collection and Report Generation** of the SGC Functionality Assessment Tool (Enclosure No. 2 to DM-OUHROD-2022-0090) accordingly.

For the complete details, kindly see the attached file.

Thank you very much!

Sincerely,
BHROD-SED



SCHOOL EFFECTIVENESS DIVISION
Bureau of Human Resource and Organizational Development
Department of Education

DepED Complex, Meralco Avenue, Pasig City 1600

(632) 633-5397 (telefax)

<http://www.deped.gov.ph/>

<https://www.facebook.com/groups/deped.sed/>



Maka-Diyos. Makatao. Makakalikasan. Makabansa

Relative to the Memorandum on the *Initial Roll-Out of the School Governance Council (SGC) Functionality Assessment Tool for Secondary Schools* or **DM-HROD-2022-0090**, below is the list of Google Forms, prepared by the Central Office, for the Region's Schools Division Offices. To ensure smooth implementation of the tool, the Regional Office shall follow the Process Flow of the Data Collection and Report Generation of the SGC Functionality Assessment Tool (Enclosure No. 2 to DM-OUHROD-2022-0090) accordingly.

Google Forms of the SGC Functionality Assessment Tool (2022)	
Region IX – Zamboanga Peninsula	
SDO	Assigned Google Forms Link
1. Zamboanga del Norte	https://bit.ly/2022SGCTool_R9-SDOZdN
2. Zamboanga del Sur	https://bit.ly/2022SGCTool_R9-SDOZdS
3. Zamboanga Sibugay	https://bit.ly/2022SGCTool_R9-SDOZS
4. Dapitan City	https://bit.ly/2022SGCTool_R9-SDODnC
5. Dipolog City	https://bit.ly/2022SGCTool_R9-SDODgC
6. Isabela City	https://bit.ly/2022SGCTool_R9-SDOIC
7. Pagadian City	https://bit.ly/2022SGCTool_R9-SDOPC
8. Zamboanga City	https://bit.ly/2022SGCTool_R9-SDOZC

Process of the Data Collection and Report Generation:

The RO shall share the link of the Google Forms version of the SGC Functionality Assessment Tool with their respective SDOs.

The RO shall create a composite team who shall validate the data and verify the results submitted by the SDOs using Enclosure No. 3 – SDO Summary of Validated Data. The team shall be composed of the following:

Chair	Assistant Regional Director
Members	3-5 members including the Regional School-Based Management Coordinator

If deemed necessary, ROs may add member/s to the composite team.

The RO Composite Team shall double check and validate the data in Enclosure No. 3 – SDO Summary of Validated Data submitted by the SDOs. They may also conduct a field visit if necessary. In case of inaccuracies found in the submission, the RO shall inform the respective SDOs to correct and rectify the data on their end.

The RO shall consolidate all Enclosure No. 3 – SDO Summary of Validated Data submitted by the SDOs using Enclosure No. 4 - SDO Summary of Validated Data.

*Note: All pertinent materials and documents are accessible via Google Drive
(bit.ly/2022SGCTool-MemoWithEnclosures) for guidance and reference.*