



Republic of the Philippines
Department of Education
 REGION VII – CENTRAL VISAYAS
 Schools Division of Bohol

**Office of the Schools
 Division Superintendent**

January 8, 2024

DIVISION MEMORANDUM
 No. 009 s. 2024

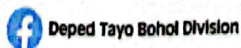
**SECONDARY SCHOOLS TO COMMENCE ROLL-OUT OF SCHOOL
 GOVERNANCE COUNCIL (SGC) FUNCTIONALITY ASSESSMENT TOOL**

**TO : ALL SECONDARY SCHOOL HEADS
 ALL OTHERS CONCERNED**

1. This Office issues this memorandum urging all Secondary Schools to commence the SGC Assessment and uploading of MOVs using this link <https://tinyurl.com/SGCTool-R7-Bohol> to access the SGC Functionality Assessment Tool.
2. The following timeline below is a guide for Secondary Schools in the conduct of activities pertinent to the Roll-out of the School Governance Council Functionality Assessment Tool (SGC FAT):

Date	Activity	Responsible Person/Unit
3 rd Week of November 2023 – February 14, 2024	Roll-out Proper of SCG FAT (SGC Assessment and Uploading of MOVs)	Secondary Schools' SGCs
Any 2 days from January 17 – 31, 2024	2-day Field Visit	RFTAT Composite Team
January 17, 2024	Progress Check	School Head/Principal
February 7, 2024	Progress Check	School Head/Principal
February 14, 2024	Closure of Roll-out of SGC Tool	SDO
February 15, 2024	Closure of Roll-out of SGC Tool	DepEd RO7
February 28, 2024	Closure of Roll-out of SGC Tool	DepEd CO
March – April 2024	Submission of Report No. 2	Division SGC Coordinator
May - June 2024	Submission of Report No. 3	RO7 to CO

3. Reminders:
 - The templates for the different MOVs to be uploaded in the SGC FAT are sent to the group chat BHL-SGC. (Please backread the GC.)
 - Corrections done in the templates are also found in the GC.

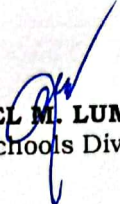


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4. Secondary School Heads are enjoined to read DO 26, s. 2022 for proper guidance in the implementation of the SGC Policy.
5. For an SGC to be functional, please upload the required MOVs using the templates provided.
6. For the information, guidance, and compliance of all concerned.


EVANGEL M. LUMINARIAS Ph.D., CESO V
Schools Division Superintendent *fs.*

SGOD/MRB/dsp



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