

Division Memorandum
No. 474 s. 2019

TO: Chief, School Governance and Operations Division
Chief, Curriculum Implementation Division
Public Schools District Supervisors
District Planning Officers

FROM: **MARILOU B. DEDUMO, Ph. D., CESO V**
Schools Division Superintendent

DATE: October 3, 2019

SUBJECT: WORKSHOP ON DATA MANAGEMENT AND INFORMATION REQUIREMENTS FOR SY 2019-2020 CUM ORIENTATION –WORKSHOP ON DEPED ORDER NO. 27, S. 2019, GUIDELINES ON THE YEARLY COLLECTION OF DATA/ INFORMATION REQUIREMENTS AND VALIDATION PROCESSES

1. Data, information or knowledge has significant impact in every organization. It is measured, collected, reported and analyzed in various ways in decision making. As the largest bureaucracy in the government, the Department of Education regularly collects data or information such as, but not limited to learners, teachers, schools, programs, projects and activities etc.
2. The process of collecting data or information is through the information systems. The Department of Education has implemented the Learners Information System (LIS) and Basic Education Information System (BEIS) to establish an accurate and reliable registry of learners, and profile of schools which are vital in its planning and budgeting, allocation of resources, and setting operational targets.
3. The collected data and information from all schools nationwide are vital in its planning and budgeting, allocation of resources to provide equitable and quality basic education that is accessible to all, and setting operational targets as stipulated in the Philippine Development Goals and Ambisyon Natin 2040 for Basic Education.
4. In line with this, the department issued DepEd Order No. 27, s. 2019 to provide guidance in conducting collection, validation and updating data and information in the LIS and BEIS and this order needs to be disseminated in the field especially to the persons who are really involved in the system, the District Planning Officers who are also the LIS/ BEIS Coordinators in their respective districts.
5. Hence, there will be a Workshop on Data Management and Information Requirements for SY 2019-2020 cum Orientation-Workshop on DepEd Order No. 027, s. 2019, Guidelines on the Yearly Collection of Data/ Information Requirements and Validation Processes on October 16-17, 2019. Venue is to be announced later.
6. Participants to this workshop are the Concerned Division Personnel and the 37 District Planning Officers. DPOs are required to bring laptop, extension wire, collected supporting documents for LIS issues and the 2019 BEIS Forms.
7. There will be no registration. First meal to be served is breakfast of Day 1 and last meal to be served is dinner of Day 2. Travelling expenses and per diems of the participants shall be charged against Division MOOE/ School MOOE/ local funds subject to the usual accounting and auditing rules and regulations.
8. Widest dissemination of this memorandum is highly recommended.