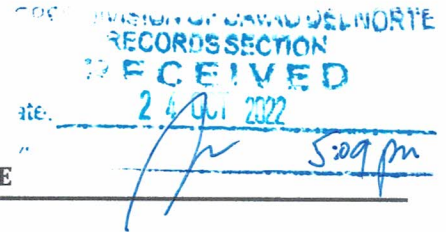




Republic of the Philippines  
**Department of Education**  
REGION XI  
SCHOOLS DIVISION OF DAVAO DEL NORTE



**Schools Governance Operations Division**

OFFICE MEMORANDUM  
SGOD-2022-019

To: SUZANNE MARIE G. DACUYCUY  
Planning Officer

Subject: DATA MANAGEMENT AND INFORMATION  
REQUIREMENTS WORKSHOP FOR SY 2022-2023

Date: October 24, 2022

1. Relative to the Regional Memorandum Number PPRD-2022-090 dated October 17, 2022, titled "Data Management and Information Requirements Workshop for SY 2022-2023", you are hereby advised to attend the said workshop on November 2-5, 2022 at General Santos City.
2. Travel and other incidental expenses are chargeable against Division MOOE fund subject to the usual accounting and auditing rules and regulations.
3. Health Protocols set by the IATF must be observed at all times. Likewise, you are enjoined to continually support and recognize the value of equality and diversity while complying with the directives set forth by this Office.
4. For compliance.

  
**DEE D. SILVA, DPA, CESO V**  
Schools Division Superintendent



memos 22-2535



Republic of the Philippines  
**Department of Education**  
DAVAO REGION

**Office of the Regional Director**

**REGIONAL MEMORANDUM**  
PPRD-2022-090

To : Schools Division Superintendents  
Emmanuel Alpha D. Sicam, Regional Planning Officer  
Shella Lu dela Cerna, Regional Statistician  
All Division Planning Officers

Subject : DATA MANAGEMENT AND INFORMATION  
REQUIREMENTS WORKSHOP FOR  
SY 2022 - 2023

Date : October 17, 2022

This has reference to the Memorandum dated October 12, 2022, entitled: **"Data Management and Information Requirements Workshop for SY 2022-2023"** on November 2, 2022 (Day 1) to November 5, 2022 at General Santos City. Specific Venue will be announced through an Advisory. Participants shall be the Regional Planning Officer, Regional Statistician, and All Division Planning Officers.

Transportation and incidental expenses of the participants shall be charged against local funds, subject to the usual accounting and auditing rules and regulations.

Immediate dissemination of this memorandum is highly desired.

**ALLAN G. FARNAZO**  
Director  
*[Signature]*

Enclosed: As Stated

ROP3/eads

DEPARTMENT OF EDUCATION ROX  
RECORDS SECTION  
**RELEASED**

By: *[Signature]*  
Date: *Oct. 20, 2022*

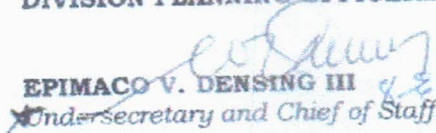




Republic of the Philippines  
**Department of Education**  
OFFICE OF THE SECRETARY

**MEMORANDUM**

**TO:** MINISTER, BASIC HIGHER, AND TECHNICAL  
EDUCATION, BARMM  
REGIONAL DIRECTORS  
SCHOOLS DIVISION SUPERINTENDENTS  
REGIONAL PLANNING OFFICERS  
REGIONAL STATISTICIANS  
DIVISION PLANNING OFFICERS

**FROM:**   
EPIMACO V. DENGING III  
~~Undersecretary and Chief of Staff~~

**SUBJECT:** DATA MANAGEMENT AND INFORMATION  
REQUIREMENTS WORKSHOP FOR SY 2022-2023

**DATE:** October 12, 2022

The Department of Education, being the largest bureaucracy in the government, regularly collects data through its information systems—the enhanced Basic Education Information System (eBEIS), the Learner Information System (LIS), the Basic Education Information System (BEIS), and the National School Building Inventory (NSBI)—to aid top management in its decision making that will provide quality, accessible, relevant, and liberating education to its stakeholders. These include, but not limited to learners, teachers, classrooms, schools, programs, projects, and other resources such as water, electricity, internet connectivity, etc.

The data being collected by DepEd is used for various reasons, e.g., allocating resources, budgeting, and decision making, making data an integral part of strategic planning. Hence, annual data gathering as a startup procedure is vital to decision making. Also, data is used in order to analyze and suggest improvements in its systems for its enhancement of data collection used for various purposes.

In this regard, the Planning Service – Education Management Information System Division (PS-EMISD) will conduct a **Data Management and Information Requirements for SY 2022-2023 Workshop** in three clusters. The purpose of the said workshop is to:

1. Provide updates on roles/responsibilities/accountabilities;
2. Discuss additional/revised data elements in the BEIS forms; and
3. Introduce new facilities in the system (LIS, BEIS, and eBEIS).

Participants are Regional Planning Officers, Statisticians, and Division Planning Officers. Attached also is the Tentative Program (see Annex I), for your information and ready reference.

Travel expenses of the participants shall be chargeable against their local or office funds subject to usual accounting and auditing rules and regulations. Furthermore, an **Advisory** will be released as to the venue and the link for the registration of the participants (*proxy is strictly not allowed*).

For clarifications and confirmation of attendance, please do not hesitate to contact **PS-EMISD** through their mail address [ps-emisd@ps-emisd.org](mailto:ps-emisd@ps-emisd.org).

**DATA MANAGEMENT AND INFORMATION REQUIREMENTS FOR SCHOOL YEAR 2022-2023**

3 Clusters: Mindanao Cluster | November 2-5, 2022 | General Santos City

Visayas Cluster | November 6-9, 2022 | Iloilo City

Luzon Cluster | November 9-12, 2022 | Metro Manila

DAY/TIME	ACTIVITY
<b>Day 0</b>	
	Arrival of Management Team and Secretariat
10:00 AM – 12:00 NN	Debriefing of Management Team and Secretariat
2:00PM- 6:00 PM	Arrival and Check-In of Participants
6:30- 8:00 PM	Dinner
<b>Day 1</b>	
08:00 AM – 08:10 AM	Invocation and National Anthem
08:10 AM – 08:25 AM	Welcome/Opening Remarks
08:25 AM – 08:35 AM	Rationale/Workshop Objectives
08:35 AM – 08:45 AM	Introduction of Participants
08:45 AM – 09:45 AM	Data Management Presentation
9:45 AM- 11:30 AM	Data Gathering Forms
	Government Elementary School Profile
11:30 AM – 12:00 NN	Q&A
12:00 NN – 01:10 PM	Lunch Break
01:10PM – 03:00 PM	Government Junior High School Profile
3:00 AM – 3:30 PM	Q&A
03:00 PM – 04:30 PM	Government Senior High School Profile
04:30 PM – 05:00 PM	Q&A
<b>Day 2</b>	
08:30 AM – 08:40 AM	Management of Learning
08:40 AM – 09:40 AM	Private School Profile
09:40 AM – 10:00 AM	Q&A
10:00 AM – 11:30 AM	SUCs LUCs Profile
11:30 AM – 12:00 NN	Q&A
12:00 NN – 01:20 PM	Lunch Break
01:20 PM – 01:30 PM	Energizer
01:30 PM - 03:30 PM	Presentation UAMS in the Learner Information System
03:00 PM – 03:15 PM	Healthy Break
03:15 PM – 05:00 PM	Updates on Learner Information System
<b>Day 3</b>	
08:30 AM – 08:40 AM	Management of Learning
08:40 AM – 11:00 AM	Updates on School Profile (EBEIS)
11:00 AM – 12:00 NN	Q and A
12:00 NN- 1:00 PM	Lunch
01:20 PM – 01:30 PM	Energizer
01:30 PM - 04:00 PM	Ticketing System
4:00 PM-5:00 PM	Q and A
<b>Day 4</b>	
08:30 AM – 08:40 AM	Management of Learning
08:40 AM – 11:00 AM	Timelines of Submission, Validation and Reporting
11:00 AM – 12:00 NN	Next Steps and Closing
12:00 NN – 1:00 PM	Lunch

Conduct of Data Management and Information Requirements for SY 2022-2023

Cluster	Region	Number of Participants			
		Regional Planning Officers	Regional Statisticians	Division Planning Officers	Total
I-MINDANAO November 2-5, 2022 General Santos City	IX	1	1	8	10
	X	1	1	14	16
	XI	1	1	11	13
	XII	1	1	8	10
	XIII	1	1	12	14
	BARMIM	1	1	11	13
	VI	2	1	21	24
	VII	2	1	20	23
	VIII	1	1	13	15
	I	1	1	14	16
II VISAYAS November 6-9, 2022 Iloilo City	II	1	1	9	11
	III	2	1	20	23
	IVA	2	1	23	26
	IVB	1	1	7	9
	V	1	1	13	15
III LUZON November 9-12, 2022 Metro Manila	CAR	1	1	8	10
	NCR	2	1	16	19