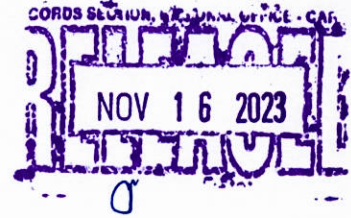




Republic of the Philippines
Department of Education
CARAGA REGION



November 15, 2023

REGIONAL MEMORANDUM
No. 1131, s. 2023

To: ALL SCHOOLS DIVISION SUPERINTENDENTS
DIVISION PLANNING OFFICERS
This Region

DATA MANAGEMENT AND INFORMATION WORKSHOP FOR
SCHOOL YEAR 2023-2024

1. The field is hereby informed of the Conduct of the Data Management and Information Workshop (DMIR) for School Year 2023-2024 on November 20-24, 2023 at Cebu City.
2. The participants of the DMIR are the Regional Planning Officers, Regional Statisticians, and Division Planning Officers.
3. Transportation and incidental expenses of the participants shall be charged against local funds subject to the usual accounting and auditing rules and regulations.
4. Attached is a copy of the memorandum for your reference.
5. For your information and appropriate action.

MARIA INES C. ASUNCION, CESO IV
OIC – Regional Director

Encl/s.: as stated
Reference/s: DepEd Memorandum dated November 10, 2023
To be indicated in the Perpetual Index
under the following subjects:

DATA MANAGEMENT WORKSHOP

PPRD/egmp
11/15/2023



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Republic of the Philippines
Department of Education
PLANNING SERVICE

Office of the Director

MEMORANDUM

TO: ALL REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS
REGIONAL PLANNING OFFICERS
REGIONAL STATISTICIANS
DIVISION PLANNING OFFICERS

FROM: NOEL T. BALUYAN
Assistant Secretary for Administration
Officer-in-Charge
Planning Service

SUBJECT: CONDUCT OF THE DATA MANAGEMENT AND
INFORMATION WORKSHOP FOR SCHOOL YEAR 2023-
2024

DATE: 10 November 2023

The DepEd Order No. 27, s. 2019 titled, *Guidelines on the Yearly Collection of Data/Information Requirements and Validation Processes*, supports the annual collection of basic education data in the Learner Information System (LIS) and Basic Education Information System (BEIS) and remains the existing guidelines in the data collection. Likewise, it allows the adding and changing of data/information requirements for collection, as long as the required consultation will be conducted.

As a result of the consultation workshop with the bureaus, services, and program owners, additional data/information requirements in the BEIS data gathering forms were already reflected. Hence, the **Planning Service-Education Management Information System Division (PS-EMISD)** will conduct the **Data Management and Information Requirements (DMIR) for School Year 2023-2024** in three clusters, which aims to achieve the following objectives:

1. Capacitate field personnel on the additional data/information requirements and changes in the BEIS Data Gathering Forms for School Year 2023-2024 Collection;
2. Establish awareness and common understanding among Regional, Division, and School personnel on the appropriate reporting of the data/information requirements; and
3. Address recurring issues and concerns on data collection in the LIS and BEIS.

The participants of the DMIR are the Regional Planning Officers, Regional Statisticians, and Division Planning Officers. For your information and ready reference, shown below are the schedules of each cluster:

Cluster	Date	Venue
Cluster I: Visayas (Regions V, VI, VII, VIII, XIII)	November 20-24, 2023	Cebu City
Cluster II: Mindanao (Regions IX, X, XI, XII, BARMM)	November 27, 2023 – December 01, 2023	General Santos City
Cluster III: Luzon (Regions I, II, III, IV-A, MIMAROPA, NCR, and CAR)	December 12-16, 2023	Baguio City

Participants shall also take note of the following information:

1. **Online Registration.** All participants are required to accomplish the online registration form to confirm their attendance in the said activity through this link <https://forms.office.com/r/gkWi1CTsLU>
2. **Electronic Devices.** Participants shall bring their laptops and extension cords as these are necessary in the entire activity and smooth submission of outputs.
3. **Travel Expenses.** Transportation and incidental expenses of the participants shall be charged against local funds subject to the usual accounting and auditing rules and regulations.

Other information regarding the specific venues per cluster and other administrative arrangements shall be issued in a separate Advisory.

For further clarifications, please contact **Mr. Ariel C. Tandingan** and **Mr. Aivan Kharlo C. Sueno** of PS-EMISD through the email address ps.emisd@deped.gov.ph.