



Republic of the Philippines
Department of Education
CARAGA REGION



October 18, 2022

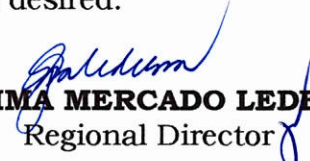
REGIONAL MEMORANDUM

No. 0919, s. 2022

To: SCHOOLS DIVISION SUPERINTENDENTS
This Region

DATA MANAGEMENT AND INFORMATION REQUIREMENTS WORKSHOP
FOR SY 2022-2023

1. There shall be a Data Management and Information Requirements Workshop for SY 2022-2023 on November 2-5, 2022, within General Santos City for Mindanao Cluster participants.
2. The expected participants are the Division Planning Officers, Regional Planning Officer, and the Statistician (RO).
3. Travel expenses of the participants shall be chargeable against their local of 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**).
4. Please find the attached copy of the DepEd Memorandum for reference.
5. Immediate dissemination of this Memorandum is desired.


MA. GEMMA MERCADO LEDESMA
Regional Director

Encl/s.: As stated

Reference/s: NONE

To be indicated in the Perpetual Index
under the following subjects:

DATA MANAGEMENT

WORKSHOP

PPR/vcn
10/18/2022



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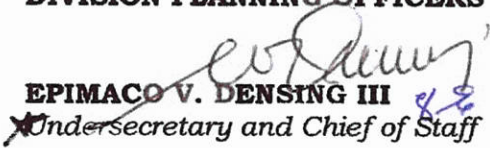
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Republic of the Philippines
Department of Education
OFFICE OF THE SECRETARY

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. DENING 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@deped.gov.ph.

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
Day 0	
	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
Day 1	
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
Day 2	
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
Day 3	
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
Day 4	
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
-HOME SWEET HOME-	

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
II VISAYAS November 6-9, 2022 Iloilo City	VIII	1	1	13	15
	I	1	1	14	16
	II	1	1	9	11
	III	2	1	20	23
III LUZON November 9-12, 2022 Metro Manila	IVA	2	1	23	26
	IVB	1	1	7	9
	V	1	1	13	15
	CAR	1	1	8	10
	NCR	2	1	16	19