



9497
Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF PANABO CITY

Office of the Schools Division Superintendent

DIVISION MEMORANDUM
SGOD-2024-0379

To : Assistant Schools Division Superintendent
Chiefs of the Schools Governance and Operations Division and
Curriculum Implementation Division
All Concerned

Subject : **ATTENDANCE TO THE CONDUCT OF 3RD PROGRAM
IMPLEMENTATION REVIEW ON SCHOOL FORMS, UPDATES ON
THE DATA VALIDATION ON BEIS FOR SY 2023-2024 AND
ENROLLMENT FOR SY 2024-2025**

Date : August 9, 2024

Attached is Regional Memorandum No. PPRD-2024-095 re: Conduct of **3rd Program Implementation Review on School Forms, Updates on the Data Validation on BEIS for SY 2023-2024 and Enrollment for SY 2024-2025** on September 10-13, 2024, within Davao City.

Ker Denzel G. Infiesto, Planning Officer III, is directed to participate in the said activity.

Participants are required to bring laptop and extension cord and confirm attendance through <http://tinyurl.com/3rd-PIRReg> on or before September 4, 2024.

Travel and other incidental expenses are chargeable against the Division MOOE/Local Funds subject to the usual accounting and auditing rules and regulations.

For your guidance and compliance.


JINKY B. FIRMAN PhD, CESO VI
OIC, Schools Division Superintendent

RELEASED

AUG 12 2024

RECORDS SECTION SDO PANABO CITY

BY



Schools Division Office of Panabo City
City Hall Drive, Brgy. JP Laurel, Km 31, Panabo City
Tel. Nos. (084)8231469, (084) 628 4066
Email: panabocity.division@deped.gov.ph

DepEd Panabo:
Empowering Champions in Education
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**CHAMPION
Panabo ONE**



Republic of the Philippines
Department of Education
DAVAO REGION

Office of the Regional Director

REGIONAL MEMORANDUM

PPRD-2024-095

To : Schools Division Superintendents

Subject : ATTENDANCE TO THE CONDUCT OF 3RD PROGRAM
IMPLEMENTATION REVIEW ON SCHOOL FORMS, UPDATES ON
THE DATA VALIDATION ON BEIS FOR SY 2023-2024 AND
ENROLLMENT FOR SY 2024-2025

Date: : August 05, 2024

In accordance with the Unnumbered Memorandum from the Office of the Undersecretary for Administration, Nolasco A. Mempin, Undersecretary for Administration, and Noel T. Baluyan, Assistant Secretary for Administration, Officer-In-Charge, Planning Service, the Planning Service - Education Management Information System Division (PS - EMISD) through the Policy, Planning and Research Division, informs the upcoming **3rd Program Implementation Review on School Forms, Updates on Data Validation on BEIS for SY 2023-2024, and Enrollment for SY 2024-2025** on **September 10-13, 2024**, within Davao City.

Participants of the activity are required to confirm their attendance through <https://tinyurl.com/3rd-PIRReg> on or before 04 September 2024. Refer to Annex A and B for the indicative program and list of participants.

Travel and other incidental expenses shall be charged against local funds subject to existing accounting and auditing rules and regulations. While accommodation and meal provisions will be provided to the participants.

Immediate dissemination of this Memorandum is highly desired.

Enclosure: As Stated

ROP6/smd

DEPARTMENT OF EDUCATION
RECORDS SECTION
RELEASED
By: _____ Date: _____ Time: _____
12:10 PM
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ALLAN G. FARNAZO
Director IV



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

Annex A: Indicative Program

3rd Program Implementation Review of School Forms, Updates on the Data Validation on BEIS for School Year 223-2024 and Enrollment for School Year 2024-2025
September 10-13, 2024

Duration	Day and Time	Activity
Day 1 - September 10, 2024, Tuesday [Preliminaries]		
1 hour	9:00 am - 10:00 am	- Check in- Registration
2 hours	10:00 am - 12:00 nn	Initial Enrollment Updates for School Year 2024-2025
1 hour	12:00nn - 1:00 pm	Healthy Lunch
2 hours	1:00 pm - 3:00 pm	Presentation of highlights, issues and recommendations
1 hour	3:00 pm - 4:00 pm	Debriefing
Day 2 - September 11, 2024, Wednesday		
1 hour	9:00 am - 10:00 am	Preliminaries <ul style="list-style-type: none"> • National Anthem • Prayer • Introduction of Participants • Opening Message • Workshop objective/ Rationale
2 hours	10:00 am - 12:00 nn	Presentation of Initial Enrollment for SY 2024-2025
1 hour	12:00nn - 1:00 pm	Healthy Lunch
2 hours	1:00 pm - 3:00 pm	Presentation of Data Validation Results for SY 2023-2024
2 hours	3:00 pm - 5:00 pm	Q & A
Day 3 - September 12, 2024, Thursday		
30 mins.	8:30 am - 9:00 am	Management of Learning
3 hours	9:00 am - 12:00 nn	Updates and Review of the School Forms
1 hour	12:00nn - 1:00 pm	Healthy Lunch
4 hours	1:00 pm - 5:00 pm	Workshop 1 - Review if the School forms <ol style="list-style-type: none"> 1. SF 1 - Masterlist 2. SF 2 - Learners' Daily Attendance 3. SF 3 - Books Issued and Returned 4. SF 4 - Summary of Enrollment and movement of Learners 5. SF 5 - Report on Promotion



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Duration	Day and Time	Activity
Day 4 – September 13, 2024, Friday		
30 mins	8:30 am – 9:00 am	Management of Learning
2 hours	9:00 am – 11:00 pm	Workshop 2 – Review of the School forms 1. SF 6 – Summary Report on Promotion 2. SF 8 – Learner's Basic Health and Nutrition Report 3. SF 9 – Learners Progress Report Card 4. SF 10 – Learners Permanent Academic Report
30 mins.	11:00 am – 11:30 am	Next Steps
30 mins.	11:30 am – 12:00 nn	Closing Message
1 hour	12:00nn – 1:00 pm	Healthy Lunch -Check out-



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

Annex B: List of Participants

Program Management Team

Office	Name of personnel
Region XI - PPRD	Marilyn B. Madrazo
	Cherry Ann D. Into
	Shella Lu M. Dela Cerna
	Esther Khrysmaye A. Roble
	Jomar Boy A. Cuyos

List of Participants

No.	Office	Name of Personnel
1	ROXI - PPRD	Emmanuel Alpha Sicam
Division Planning Officers - Region XI		
2	Davao City	Fritzie Ivy J. Dalangin
3	Davao De Oro	Shiela Cambungga
4	Davao Del Norte	Suzanne Marie Dacuycuy
5	Davao Del Sur	Rheenald Ranara
6	Davao Occidental	Dick Navaja
7	Davao Oriental	Remus Lumaya
8	Digos City	Airon Alejandro
9	Island Garden City of Samal	Rolando Borja
10	Mati City	Yvonne Razaga
11	Panabo City	Ker Denzel Infiesto
12	Tagum City	Joseph Chagas (OIC)

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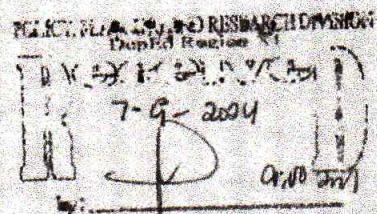
OFFICE OF THE UNDERSECRETARY FOR ADMINISTRATION

OUA-OUT

MEMORANDUM

TO

Regional Directors
Schools Division Superintendents
Regional Planning Officers
Concerned Division Planning Officers
All Others Concerned



FROM

NOLASCO A. MEMPIN
Undersecretary for Administration

NOEL T. SALUYAN
Assistant Secretary for Administration
Officer in Charge, Planning Service

SUBJECT : **Conduct of the 3rd Program Implementation Review on Schools Forms, Updates on the Data Validation on BEIS for SY 2023-2024 and Enrollment for SY 2024-2025**

DATE : 21 June 2024

The conduct of the 3rd Program Implementation Review is a reaffirmation of our commitment in strengthening the continuous improvement of the data collection processes and in reviewing current school forms in the basic education.

As regards, the Planning Service Education Management Information System Division (PS-EMISD) will spearhead the abovementioned activity on 10-13 September 2024 in Davao City with the following activities:

1. Present the results of the data validation on BEIS for SY 2023-2024;
2. Review and gather insights on the existing School Forms to address recurring issues and concerns; and



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3. Discuss the initial results of the Enrollment for School Year 2024-2025.

Participants of this activity are the Regional Planning Officers and select Division Planning Officers and they need to confirm their attendance they need to register through this link <https://bit.ly/3rd-PIR> on or before **04 September 2024**.

The travelling and transportation expenses of the participants shall be charged against their respective local funds subject to the usual accounting and auditing rules and regulations. While accommodation and meal provisions will be provided to the participants.

Attached also as Annex A is the indicative program of the aforementioned activity for your reference.

For further questions related to this matter, kindly contact Mr. Ariel C. Tandingan of PS-EMISD through telephone number (02) 8635-3958/8635-3986 or email at ps.emisd@deped.gov.ph.

Planning Service- Education Management Information System Division

3rd Program Implementation Review of School Forms, Updates on the Data Validation on BEIS for School Year 2023-2024 and Enrollment for School Year 2024-2025

September 10-13, 2024

Indicative Program

Duration	DAY AND TIME	ACTIVITY	RESPONSIBLE PERSON/OFFICE
DAY 1 (September 10, 2024, Tuesday) PRELIMINARIES			
1 hour	9:00 AM- 10:00 AM	Registration	
2 hours	10:00 AM-12:00 PM	Initial Enrollment Updates for School Year 2024-2025	PS -EMISD
2 hours	01:00 PM-3:00 PM	Presentation of highlights, Issues and recommendations	
1 hour	3:00 PM – 4:00 PM	Debriefing	PS-EMISD
DAY 2 (September 11, 2024, Wednesday)			
5 mins.	9:00 AM-9:05 AM	National Anthem	
5 mins.	9:05 AM-9:10 AM	Prayer	
10 mins.	9:10 AM-9:20 AM	Introduction of Participants	
20 mins.	9:20 AM-9:40 AM	Opening Message	
20 mins.	9:40 AM-10:00 AM	Workshop Objectives/Rationale	
2 hours	10:00 AM-12:00 NN	Presentation of Initial Enrollment for SY 2024-2025	
1 hour	12:00 NN-1:00 PM	Healthy Lunch	
2 hours	1:00 PM – 3:00 PM	Presentation of Data Validation Results for SY 2023-2024	
2 hours	3:00 PM-5:00 PM	Q & A	
DAY 3 (September 12, 2024, Thursday)			
30 mins.	8:30 AM-9:00 AM	Management of Learning	
3 hours	9:00 AM-12:00 NN	Updates and Review of the School Forms	
1 hour	12:00 NN-1:00 PM	Healthy Lunch	
4 hours	1:00 PM – 5:00 PM	Workshop 1 re: Review of the School Forms: 1. School Form 1 - Masterlist	

Planning Service- Education Management Information System Division

3rd Program Implementation Review of School Forms, Updates on the Data Validation on BEIS for School Year 2023-2024 and Enrollment for School Year 2024-2025

September 10-13, 2024

		<ol style="list-style-type: none"> 2. School Form 2 - Learners' Daily Attendance 3. School Form 3 - Books Issued and Returned 4. School Form 4 - Summary of Enrollment and 5. Movement of Learners 6. School Form 5 - Report on Promotion 	
DAY 4 (September 13, 2024, Friday) Last day of the activity			
30 mins.	8:30 AM-9:00 AM	Management of Learning	
2 hours	9:00 AM-11:00 PM	<p>Workshop 2 re: Review of the School Forms:</p> <ol style="list-style-type: none"> 1. School Form 6 - Summary Report on Promotion 2. School Form 8 - Learner's Basic Health and Nutrition Report 3. School Form 9 - Learners Progress Report Card 4. School Form 10 - Learners Permanent Academic Record 	
30 mins.	11:00 AM -11:30 AM	Next Steps	
30 mins.	11:30 AM – 12:00 NN	Closing Message	
1 hour	12:00 NN-1:00 PM	Healthy Lunch	

Planning Service- Education Management Information System Division

3rd Program Implementation Review of School Forms, Updates on the Data Validation on BEIS for School Year 2023-2024 and Enrollment for School Year 2024-2025

September 10-13, 2024

List of Participants

	Participants	No. of pax
1	EMISD	8
2	Region XI PPRD	7
	Division Planning Officers -Region XI	11
	PPRD Regional Planning Officers	
3	Region I	1
4	Region II	1
5	Region III	2
6	Region IV-A CALABARZON	2
7	MIMAROPA Region	1
8	Region V	1
9	Region VI	2
10	Region VII	2
11	Region VIII	1
12	Region IX	1
13	Region X	1
14	Region XII	1
15	CARAGA	1
16	Cordillera Administrative Region (CAR)	1
17	National Capital Region (NCR)	1
	Division Planning Officers	
18	Pangasinan I	1
19	Angeles City	1
20	Quezon Province	1
21	Bayawan City	1
22	Dapitan City	1
23	Zamboanga del Norte	1
24	Aklan	1
25	Batangas Province	1
26	Dasmariñas City	1
27	Ilagan City	1
28	Camarines Norte	1
29	Legazpi City	1
30	General Santos City	1
31	Ozamiz City	1
32	Butuan City	1
33	Mt. Province	1
	Total:	60