



25-32480

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

Office of the Schools Division Superintendent

**DIVISION MEMORANDUM**  
**SGOD-2025-0144**

To : Assistant Schools Division Superintendent  
Chiefs of the Schools Governance and Operations Division and  
Curriculum Implementation Division  
Public and Private Elementary and Secondary School Heads  
and LIS Coordinators

Subject : **DEADLINE OF FACILITATING THE RESOLUTION OF LIS  
PENDING ISSUES**

Date : March 19, 2025

Please be informed of the deadline of facilitating the resolution of LIS pending issues on **April 4, 2025**. The following instructions are to be observed for proper facilitation, to wit:

1. LRN Approval – for learners with no Learner Reference Number, the school shall submit a request for LRN approval to the Division Office with support documents
2. Correction of Learner Profile and Grade Level – for corrections, the school shall email the supporting documents for the said request
3. Enrollment of Ineligible and Enrollment with Gap – the school shall email the SF10 or SF9 of the concerned learner from his/her previous school/grade level
4. Temporary Enrollment – the school shall email the Affidavit of Undertaking accomplished by the parent/guardian of the learner
5. Pending Transfer-out – the school shall confirm the transfer-out requests
6. Pending Transfer-in – the school shall contact the previous school for the confirmation of the transfer
7. System Errors – the school shall accomplish the applicable Request for Correction Form (RFC)

Attached is Enclosure A that indicates all pending issues remaining in the LIS as of March 19, 2025 (8:30am).



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All supporting documents shall be emailed to the Division Planning Officer at [ker.infiesto@deped.gov.ph](mailto:ker.infiesto@deped.gov.ph)

For any further question, we will be glad to assist through the Planning and Research Section. Attention: Ker Denzel Infiesto at mobile number 09078585372.

For your guidance and strict compliance.

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

Encl: As stated  
SGOD/aba/kdgi

**RELEASED**

**MAR 21 2025**

RECORDS SECTION SDO PANABO CITY  
BY





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

**ENCLOSURE A – REMAINING PENDING ISSUES IN THE LIS AS OF MARCH 19, 2025 (8:30AM)**

School	LRN Approval	Correction of Learner Profile	Correction of Grade Level	Enrolment of Ineligible	Enrolment w/ gap	Temporary Enrolment	Pending Transferred-Out	Pending Transfer-In
ELEMENTARY129783 - Gredu ES	0	0	0	4	10	0	0	1
ELEMENTARY129784 - Panabo Central Elementary School	0	0	0	0	0	0	1	0
ELEMENTARY129785 - Rizal ES	0	0	0	0	0	0	0	3
ELEMENTARY129786 - Salvacion ES	0	0	0	0	1	0	0	0
ELEMENTARY129789 - A.O. Florendo Elementary School	0	0	0	1	1	0	0	2
ELEMENTARY129790 - P. Changco ES	0	0	0	0	0	0	1	0
ELEMENTARY129791 - Concordia A. Sison ES	0	0	0	0	0	0	0	1
ELEMENTARY129797 - Roxas ES	0	0	0	1	0	0	0	0
ELEMENTARY129799 - Southern Davao ES	0	0	0	6	4	0	0	1
ELEMENTARY129801 - Buenavista ES	0	0	0	0	0	0	1	0
ELEMENTARY129803 - Datu Abdul ES	0	0	0	1	0	0	0	0
ELEMENTARY129804 - Clecerio L. Dondoy CES	0	0	0	0	1	0	0	2
ELEMENTARY129805 - J.P Laurel ES	0	0	0	0	0	0	0	1
ELEMENTARY129809 - Teofanis G. Gerona, Sr. ES	0	0	0	1	1	0	0	0
ELEMENTARY129810 - Kiotoy ES	0	1	0	3	3	0	3	0
ELEMENTARY129811 - Licanan ES	0	0	0	0	0	0	2	0
ELEMENTARY129813 - Mabunao ES	0	0	0	0	0	0	1	0
ELEMENTARY129816 - Narciso B. Galapin ES	0	0	0	0	0	0	2	0
ELEMENTARY129817 - New Visayas Central Elementary School	0	0	0	1	3	0	0	1
ELEMENTARY129819 - Sta. Cruz ES	0	0	0	0	1	0	0	0
ELEMENTARY405584 - Maryknoll College of Panabo, Inc.	0	0	0	0	1	0	0	0
ELEMENTARY405586 - North Davao Colleges, Inc.	0	0	0	1	0	0	3	0
ELEMENTARY405588 - Panabo Christian School	0	0	0	0	0	0	0	1
ELEMENTARY405592 - Sunbeam Christian School of Panabo	0	0	1	0	0	0	0	0
ELEMENTARY409941 - Maranatha Christian Academy of Panabo	0	0	0	0	0	0	0	1
ELEMENTARY501903 - Lorenzo T. Concepcion Integrated School	0	0	0	0	1	0	0	0
SECONDARY304403 - A. O. Florendo National High School	0	0	0	0	1	0	0	2
SECONDARY304406 - Malativas National High School	0	0	0	0	2	0	0	0
SECONDARY304407 - Manay National High School	0	0	0	0	3	0	1	2
SECONDARY304408 - Panabo City National High School	0	1	0	5	26	0	0	5
SECONDARY304409 - Little Panay National High School	0	0	0	0	0	0	2	0
SECONDARY305518 - Kasilak National High School	0	0	0	0	1	0	1	0
SECONDARY305681 - Cagangohan National High School	0	0	0	0	0	0	0	2
SECONDARY316401 - Southern Davao National High School	0	0	0	0	0	0	2	1
SECONDARY316403 - Kauswagan National High School	0	0	0	0	1	0	1	0
SECONDARY316404 - Mabunao National High School	0	0	0	2	3	0	0	0
SECONDARY316405 - QUEZON NATIONAL HIGH SCHOOL	0	0	0	1	9	0	0	2
SECONDARY341574 - Panabo City Senior High School	0	0	0	0	1	0	0	0
SECONDARY403844 - Northlink Technological College, Inc.	0	0	0	0	0	0	1	3
SECONDARY403848 - UM Panabo College	0	0	0	0	1	0	1	0
SECONDARY405582 - Good Shepherd Baptist School	0	0	0	0	0	0	0	1
SECONDARY405586 - North Davao Colleges, Inc.	0	0	0	0	2	0	2	0
SECONDARY405587 - Northern Paramedical & Technological College	1	0	0	0	2	0	0	1
SECONDARY405590 - Panabo SDA Learning Center, Inc.	0	0	0	0	2	0	0	0