



Republic of the Philippines
Department of Education
 REGION XI
SCHOOLS DIVISION OF DAVAO DE ORO



Office of the Schools Division
 Superintendent

September 25, 2023

DIVISION MEMORANDUM
 SGOD -2023- 803

**ATTENDANCE TO CAPACITY BUILDING OF LIS COORDINATORS
 ON SERVICE REQUESTS**

To: Ruben J. Reponte, SGOD Chief
 Annalyn M. Loreto – SEPS – PR
 Shiela L. Cambungga – PO III
 District Heads
 District Coordinating Principals
 Identified LIS Coordinators
 All Other Concerned

- Attached is the Regional Memorandum PPRD-2023-26 dated September 20, 2023, on the Beginning of School Year (BOSY) 2023-2024 Encoding in the Learners Information System (LIS).
- With this, this Office through the SGOD - Planning and Research Section (SGOD-PRS) will conduct a Capacity Building of LIS Coordinators on Service Requests to both Private and Public Schools Coordinators on October 6, 2023 (Private Schools) and October 7, 2023 (Public Schools) at Café Noventa, Nabunturan, Davao de Oro.
- This activity aims the participants to (1) acquaint themselves with the types of service requests and their required documents; (2) identify which issues and concerns in the LIS need to be addressed in the different levels of governance; (3) explore the Project HELP (Helpdesk for EBEIS and LIS Portal) as a medium of escalation of the LIS issues and concerns in the different levels of governance.
- Division personnel and teachers attending the activity on Saturday can claim compensatory overtime credit (COC) and service credit as per the Civil Service Commission (CSC) and Department of Budget and Management (DBM) Joint Circular No. 2 s. 2004.
- Attached is the list of participants.
- Transportation is chargeable against School MOOE/Division MOOE/Local Funds while meals are chargeable to Division INSET Funds subject to the usual accounting and auditing rules and regulations.
- Widest dissemination and strict compliance with this Memorandum is directed.

CRISTY C. EPE
 Schools Division Superintendent

Encl.: As stated
 Reference:
 FN: CapDevLISCoors



Address: Capitol Complex, Brgy. Cabidanan, Nabunturan, Davao de Oro
 Contact No.0951-387-1728 (TNT); 0915-399-7779 (Globe)
 Email Address: davaodeoro@deped.gov.ph
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Republic of the Philippines
Department of Education
REGION XI
DIVISION OF DAVAO DE ORO

LIST OF PARTICIPANTS

A. DIVISION PERSONNEL

1. SDS CRISTY C. EPE
2. ASDS ARLYN B. LIM
3. CHIEF RUBEN J. REPONTE
4. WILFREDO P. TAKASAN
5. ANNALYN M. LORETO
6. SHIELA L. CAMBUNGA
7. AMOR P. CURIMAO

B. PUBLIC DISTRICT/SCHOOL LIS COORDINATORS

NO.	DISTRICT/SCHOOL	LAST NAME	FIRST NAME	MI.
1	NEW BATAAN	CALAPE	JENNIE	D.
2	ANDAP NHS	BAGCAT	KAREEN	O.
3	BANTACAN NHS	TANGAG	ELAIZA AMOR	J
4	CAMANLANGAN NHS	CUTA	MARIA NENIA	C.
5	NEW BATAAN NHS	MAGUIDATO	HIMAYA	J.
6	LAAK NORTH	SALAMANCA	KENNETH	Q.
7	BARUBO ES	SABIDO	SWEETIE	T.
8	DON VICENTE NHS	FELIPE	RACHEL	A.
9	KIDAWA NHS	ELEO	MELVIN	C.
10	MELALE NHS	PLAZA	MARLON	G.
11	COMPOSTELA EAST	PAGAYON	JAYNITH	S.
12	COMPOSTELA CESSC	GRAFANI	ABBEJEM	S.
13	BANGO NHS	PRADO	ARLYN JANE	C.
14	COMPOSTELA NHS	MIÑOZA	CELERINA	V.
15	CONSUELO M. VALDERRAMA NHS	DATUMANONG	JA-APHAR	E.
16	DIOSDADO MACAPAGAL NHS	ORTIZ	QUENCY ANN	A.
17	MANGAYON NHS	ALBA	SHEENA	D
18	MABINI/MABINI CENTRAL ES	PUSTA	ROM KRISTOFFER	E.
19	ANITAPAN NHS	GARCIA	CHRISTEL DIVINE	G.
20	GOLDEN VALLEY NHS	OLAC	ELIZA FE	S.
21	MABINI NHS	ALEGADO	JOZEL	N.
22	PINDASAN NHS	CHAVEZ	MARISSA	S.
23	MACO NORTH	SANGUINZA	ANALYN	M.
24	ANIBONGAN NHS	SANCHEZ	KRISTINE ROBBIE	L.
25	ELIZALDE NHS	SIBAYAN	REGINE	V.
26	AOSRNHS	BAJAO	CECILE	E.



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27	LIBAYLIBAY NHS	WASAWAS	,	GLAYVHANN DRAKE	N
28	NEW VISAYAS NHS	CABASAG	,	PRELYN	L.
29	PANGI NHS	AUSTRIA	,	CRISTY	H.
30	PANIBASAN NHS	GUCELA	,	CEZARMINE LOU	E.
31	MACO SOUTH/MACO HEIGHTS CES	OBEJA	,	EVELYN	L
32	NEW LEYTE NHS	EMACTAO	,	LORENA	G.
33	MAWAB/MAWAB CESSC	ORIBADO	,	ROSAMATER	B.
34	ANDILI NHS	GAMUEDA	,	ANGELY	A
35	LORENZO S. SARMIENTO SR. NHS	DAQUIADO	,	SALVE	A.
36	NUEVO ILOCO NHS	LABOR	,	ERLIE	L.
37	TUBORAN NHS	ALBOROTO	,	RUBILYN	B.
38	MONKAYO EAST	GOLEZ	,	MARWIN GIL	
39	MUÑOZ ES	VILLAMOR	,	SHERYED ALLAN	P
40	BABAG NATIONAL HIGH SCHOOL	JAMORA	,	ARZIEL PAULINE JACKIE	T
41	DEPOT ANCESTRAL DOMAIN NHS	SALUD	,	CATHERINE	A.
42	PASIAN NATIONAL HIGH SCHOOL	VILLA	,	JAY MARK	M
43	TUBO TUBO NHS	OBLIANDA	,	MARY GRACE	G.
44	ULIP NATIONAL HIGH SCHOOL	PORRAS	,	NELSON	M
45	UNION NATIONAL HIGH SCHOOL	ESTRADA	,	JULIETA	
46	UNION NHS-MT. DIWATA ANNEX	SULIT	,	MARIDEN	
47	MONKAYO WEST/MONKAYO CES	NARIO	,	DESERIE	V
48	AWAO NHS	MALMIS	,	RUDY JR	E
49	CASOON NHS	BETINOL	,	ROBELYN	M
50	MONKAYO NHS	ASIO	,	SHERRY FE	
51	NEW KAPATAGAN NHS	LAMPARAS	,	JUDELDENDRES JADE	B
52	MONTEVISTA/MONTEVISTA CES	CONDIMAN	,	JANIS ODESSA	G
53	CAMANSI NHS	DORIA	,	NOVAMAY	S
54	MAYAON NHS	ALVIAR	,	RONNIE	C
55	MONTEVISTA STAND ALONE SHS	ABANIEL	,	DANIELYN	S
56	NABUNTURAN EAST	BONJE	,	CHERIE	I
57	MANAT CES	BARRO	,	VANESSA	V
58	KAO NHS	ALCOSER	,	MARY JOY	A.
59	MANAT NHS	LIGAN	,	JOHN NIÑO	L.
60	MAINIT NHS	PIZARRAS	,	DONALD	P.
61	PANTUKAN NORTH	ABALOS	,	EDEN	R.
62	KINGKING CESSC	DIAMANTE	,	ABIGAIL	O.
63	BONGABONG NHS	MAGTUBA	,	APRIL ROSE	J.
64	MAGNAGA NHS	AMOR, JR.	,	EMERITO	B.
65	PANTUKAN NHS	LAGARE	,	MA. CHELO	U.
66	PANTUKAN SOUTH	MANJAC		MARWINA	J



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67	MATIAO ES	BIERNES	,	DARLING JANE	C.
68	ARAIBO NHS	GOMBASON	,	RELEBETH	I.
69	NAPNAPAN NHS	ABDULGANI	,	AMAL	R.
70	TAGUGPO NHS	ALCOSERO	,	IRISH ROSE	V
71	TAMBONGON NHS	TALABO	,	DANIEL	M
72	LAAK SOUTH	FRONDOZA	,	SHIRLEY	I.
73	LAAK CENTRAL ES SPED CENTER	BACUS	,	MONIVIE	V.
74	KAPATAGAN NATIONAL NHS	BULABOS	,	MARY GLADYS	D.
75	LAAK NHS	GETUYA	,	MARIA SOFIA	A.
76	MABUHAY NHS	PAÑA	,	JENILYN	P
77	SAN ANTONIO NATIONAL NHS	RAUT	,	FELYN MARCEL	A.
78	MARAGUSAN EAST	MARCIANO	,	MIGUELITO	S
79	MAPAWA CES	BENITEZ	,	ANALIZA	C.
80	MAPAWA NHS	TAR	,	JAYMER	C.
81	LANGGAWISAN NHS	CALOGMOC	,	JANNEL	P.
82	NEW ALBAY NHS	VALE	,	MAE CLAIRE	E
83	PALOC NHS	MANDREZA	,	SHERYL LYN	C.
84	TUPAZ NHS	MANUEL	,	RAQUEL	M.
85	COMPOSTELA WEST	ORGANIZA	,	RACHEL	C.
86	GABI CES	DECOY	,	ZAITA	O.
87	CORAZON C. AQUINO NHS	DATUMANONG	,	CRISTINE	P.
88	GABI NHS	PUNAY	,	MICHELLE	M.
89	MAPARAT NHS	CENTINO	,	MARY GRACE	G.
90	SAN MIGUEL NHS	CAVAN	,	JUDITH	O.
91	SIOCON NHS	COCAMAS	,	SHAYNNE	I.
92	NABUNTURAN WEST	OTLANG		DYNA ROSE	C.
93	NABUNTURAN CENTRAL ESSC	CLOMA	,	MICA JE	A.
94	BAYABAS NHS	CATUGAL	,	ISYL	D.
95	NABUNTURAN NCHS	MORDENO	,	KRIZ MARIE	B.
96	NEW SIBONGA NHS	CATUGAL	,	ISYL	D.
97	MARAGUSAN WEST	ENDERIO	,	GLAIZA	D.
98	MARAGUSAN CES	ZAMORA	,	JIMBERT	H
99	BAGONG SILANG NHS	BENITEZ	,	ALGREN	P
100	MARAGUSAN NHS	MENCIDOR	,	ROSALLIE	L

C. PRIVATE SCHOOLS LIS COORDINATORS of the following

NO.	SCHOOL ID	NAME OF SCHOOL
1	410357	ACADEMIA DE MARIA MEDIATRIX, INC.
2	405331	AGAPE CHRISTIAN ACADEMY OF MONKAYO
3	405320	ASSUMPTION ACADEMY OF COMPOSTELA
4	405328	ASSUMPTION ACADEMY OF MAWAB, INC.

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5	405332	ASSUMPTION ACADEMY OF MONKAYO, INC.
6	405335	ASSUMPTION COLLEGE OF NABUNTURAN
7	409422	BISHOP JOEMAR M. SORIANO ACADEMY OF COMVAL, INC.
8	405333	CASA AMAZING GRACE SCHOOL, POBLACION
9	464001	CASA AMAZING GRADE MT. DIWATA SCHOOL, INC.
10	409610	CAVITE BIBLE BAPTIST ACADEMY GABI, COMPOSTELA BRANCH
11	464059	CAVITE BIBLE BAPTIST ACADEMY-MONTEVISTA BRANCH
12	464052	CHRIST CENTERED CHRISTIAN BAPTIST ACADEMY, INC.
13	405321	COMPOSTELA CHRISTIAN SCHOOL, INC.
14	403727	COMPOSTELA VALLEY INSTITUTE OF TECHNOLOGY (COMVIT), INC.
15	405337	COMVAL CHRISTIAN ACADEMY
16	464050	COMVAL GRACE LEARNING CENTER
17	405324	COR JESU INSTITUTE OF MABINI, INC.
18	464049	IBCP KINDERGARTEN SCHOOL INC.
19	405329	INSTITUTION OF NORTHERN DAVAO, INC.
20	410741	INTERFACE TECHNOLOGICAL COLLEGE OF DAVAO DE ORO, INC.
21	410743	INTERFACE TECHNOLOGICAL COLLEGE OF DAVAO REGION, INC.
22	464005	LAAK INSTITUTE FOUNDATION, INC.
23	464031	LEGACY COLLEGE OF COMPOSTELA, INC.
24	405325	LETRAN DE DAVAO OF MACO, INC.
25	464011	MACO CHRISTIAN LEARNING CENTER
26	464022	MARAGUSAN SEVENTH DAY ADVENTIST LEARNING CENTER, INC.
27	464054	MARANATHA BIBLE BAPTIST ACADEMY OF COMPOSTELA VALLEY, INC.
28	405326	MASARA CHRISTIAN SCHOOL, INC.
29	464029	NABUNTURAN CENTRAL BAPTIST ACADEMY
30	409219	NESTOR FAUSTA MEMORIAL COLLEGE
31	405339	NUEVA ESTRELLA SANTIAGO DULOS ACADEMY, INC.
32	464014	PANTUKAN ADVENTIST LEARNING CENTER, INC.
33	464028	PANTUKAN BAPTIST CHRISTIAN SCHOOL
34	464032	SACRED ANGEL LEARNING CENTER OF PANTUKAN, INC.
35	405327	SAINT VINCENT ACADEMY OF MARAGUSAN, INC.
36	405322	TAGUM SDA ELEMENTARY SCHOOL, INC. - COMPOSTELA BRANCH
37	405323	TAGUM SDA ELEMENTARY SCHOOL, INC. - LAAK BRANCH
38	464002	THE KIDDIE MATH SCIENCE GRADE SCHOOL OF COMVAL, INC.



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Republic of the Philippines
Department of Education
DAVAO REGION

Office of the Regional Director

REGIONAL MEMORANDUM

PPRD-2023-126

To : Schools Division Superintendents
Chiefs of the Functional Divisions
All Others Concerned

Subject: BEGINNING OF SCHOOL YEAR (BOSY) 2023-2024 ENCODING
IN THE LEARNER INFORMATION SYSTEM (LIS)

Date : September 20, 2023

Pursuant to Memorandum signed by Noiasco A. Mempin, Undersecretary for Administration, dated September 18, 2023, this Office announces that the Beginning of School Year 2023-2024 encoding in the LIS shall start on September 2023 and end on October 30, 2023.

All public and private schools, State Universities and Colleges (SUCs) and Local Universities and Colleges (LUCs) offering Basic Education and Alternative Learning System (ALS) and Community Learning Centers (CLCs) are directed to encode and update their learner's data in the LIS. All Schools shall ensure that all information provided therein is accurate and correct since the BOSY enrollment data is the only source of the official enrollment data release by DepEd.

Region and Division Planning Officers shall provide necessary technical assistance to schools that encounters difficulty in the encoding their BOSY enrollment in the LIS and monitor the participation of all schools under their respective jurisdiction.

Other important details are attached in the enclosure.

For further inquiries and clarifications on this matter, contact Cherry Ann D. Into, Education Program Supervisor of Policy Planning and Research Division, at (082) 224-0750.

Immediate dissemination of this Memorandum is highly desired.

DEPARTMENT OF EDUCATION - DAVA
RECORDS SECTION
RELEASED

ALLAN G. FARRAZO
Director
[Signature]

Enclosure: As Stated
By: *[Signature]*
Date: *Sept. 22, 2023*

ROP2/cadi

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Republic of the Philippines
Department of Education
 PLANNING SERVICE

Office of the Director

18 September 2023

MEMORANDUM

TO: MINISTER, BASIC, HIGHER AND TECHNICAL EDUCATION
 BARNES
 REGIONAL DIRECTORS
 SCHOOL'S DIVISION SUPERINTENDENTS
 REGIONAL PLANNING OFFICERS
 ALL OFFERS CONCERNED

FROM: NOELSON A. MEMPIN
 Under Secretary for Administration

[Signature]
 RICHARD A. ESCOBEDO
 Under Secretary for Operations

[Signature]
 NABIL Y. ALLYAN
 Assistant Secretary for Administration
 Director in Charge
 Planning Service

SUBJECT: BEGINNING OF SCHOOL YEAR (BOSY) 2023-2024
 ENCODING IN THE LEARNER INFORMATION SYSTEM (LIS)

The Department of Education (DepEd) announces that the Beginning of School Year 2023-2024 encoding in the LIS shall start on 18 September 2023 and end on 30 October 2023.

All public and private schools, State Universities and Colleges (SUCs) and Local Universities and Colleges (LUCs), and Philippine School Overseas (PSO) offering basic education in the country and abroad, and Alternative Learning System (ALS) Community Learning Centers (CLCs) are directed to encode and update their learner data in the LIS. Moreover, all schools shall ensure that all information provided thereon is accurate and current since the BOSY enrollment data is the only source of the official enrollment data released by DepEd.

We would appreciate to reiterate that the BOSY data provided in the LIS are crucial in planning, allocation of financial resources, policy formulation, and evidence-based



decision-making of the Department as well as in facilitating the availing of government assistance and supplies.

The Regional Planning Officers (RPOs) and Division Planning Officers (DPOs) shall provide necessary technical assistance to schools that encounters difficulty in encoding their BOST enrollment in the LIS and monitor the participation of all schools under their respective jurisdiction.

Furthermore, all public schools are requested to intensify Child Finding or Child Mapping activities in their locality to ensure that all school-age children are enrolled in schools.

For further clarifications or questions, please do not hesitate to contact the Planning Service-Education Management Information System Division (PS-EMISD) through their email address ps-emisd@deped.gov.ph.