



DIVISION MEMORANDUM

No. 158 , s. 2017


**Beginning of School Year (BOSY) Orientation
 in Learner Information System (LIS) & Enhanced Basic
 Education Information System (EBEIS) for School Year (SY) 2017-2018**

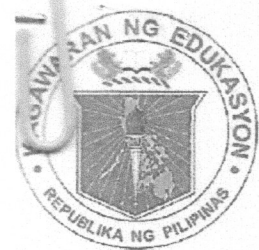
To : **All Public Schools District Supervisors (PSDSs)
 Public and Private School Heads
 Public and Private LIS/EBEIS Coordinators**

1. To ensure efficient and accurate data encoding in the Learner Information System (LIS) and data updating in the Enhanced Basic Education Information System (EBEIS) for SY 2017-2018, please be informed of the following schedule of orientations:

SCHOOL TYPE	LEVEL	DATE	TIME
Public	Elementary (45)	11 July 2017	8:30 - 11:30 AM
Private	Elementary (103)	11 July 2017	1:30 - 4:30 PM
Public	Junior High School (21)	12 July 2017	8:30 - 11:30 AM
Private	Junior High School (61)	12 July 2017	1:30 - 4:30 PM
Public and Private	Senior High School (9 public & 46 private)	13 July 2017	8:30 - 11:30 AM

2. Only private schools with government recognition and permit shall be authorized to access in the LIS/EBEIS. For the official list of private schools with government recognition and permit for SY 2017-2018, please click below link:
<http://depedpines.com/2017/06/announcing-the-private-schools-in-deped-car-with-authority-to-operate-school-year-2017-2018/>
3. Please bring the following equipment/materials to be used for the workshop per school: laptop, extension cord, and 5-10 enrolment forms with birth certificates and Form 137/138 of learners.
4. Expected participants per school: one (1) School Head and one (1) LIS/EBEIS Coordinator. All PSDSs are also encouraged to attend the orientation.
5. Snacks will be served charge to LIS/EBEIS Fund 2016.
6. Immediate and wide dissemination of this Memorandum to all concerned is desired.


FEDERICO P. MARTIN, EdD, CESO VI
 Schools Division Superintendent



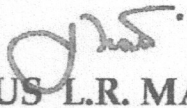
Republic of the Philippines
Department of Education

#329695

Magpagan ng Pangalawang Kalihim
Office of the Undersecretary

A D V I S O R Y

FOR : ARMM REGIONAL SECRETARY
REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS
PUBLIC & PRIVATE SCHOOL HEADS
SUCs, LUCs and HEIs HEADS
ALL CONCERNED

FROM : 
JESUS L.R. MATEO
Undersecretary

SUBJECT : Updating of Learner's Profile in the LIS and School Information
in the EBEIS for the Beginning of School Year (BOSY) 2017- 2018

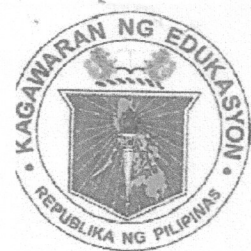
DATE : 22 June 2017

The data collection of basic education statistics and updating of learner's profile in the LIS is done every school year by all schools, learning centers, SUCs, LUCs and HEI's offering elementary, junior and senior high school education both in the public and private sectors.

In this regard, DepEd opens the encoding and/or updating of enrolment for the BOSY 2017- 2018 which requires proper End of School Year (EOSY) 2016 - 2017 status. In connection with this, please make sure that the EOSY updating is already finalized before encoding and/or updating BOSY 2017- 2018 data in the LIS and EBEIS. Also, please make sure that the School Information, particularly the Curricular Offering Classification (COC), is updated before encoding in the LIS to avoid issues, particularly those involving approval of the Schools Division Office.

The following are the updates for the School Information in the EBEIS:

Process Data	Accountable Office/ Uni
Creation of School Profile for a newly established school; including auto-generation of School ID as based on DO 52 s. 2016- F. Standardization of the numbering for issuance of School ID	Regional Office- PPRD



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Process Data	Accountable Office/ Unit
Change in Administrative level (Division, District, Municipalities, Legislative, and Barangay)	Regional Office- PPRD; Schools Division Office- SGOD, PRU
Updating of COC <i>*Change of COC in Public schools from non-integrated to integrated will automatically be assigned a new school ID as based on DO 52 s. 2016</i>	Schools Division Office- SGOD, PRU
Assignment of School Head, updating of Plantilla Position- including assignment of user account and role	Schools Division Office- SGOD, PRU
Updating of School Sub-classification and School Type	Regional Office- PPRD; Schools Division Office- SGOD, PRU
Updating of Contact Details	Regional Office- PPRD; Schools Division Office- SGOD, PRU; Schools
Reopening and closing of a school	Schools Division Office- SGOD, PRU

A User guide/online help regarding the School Information will be uploaded in the Support Page.

The conduct of the said activities shall begin on:

- Kinder to Junior High School: **June 20, 2017**
- Senior High School: **To be announced**

For clarifications or inquiries, please contact us at the following telephone numbers (02) 638-2251; 635-3958 or email us at ps.emisd@deped.gov.ph.

For strict compliance.