



April 23, 2018

RELEASED
DepEd, Division of Catanduanes
RECORDS SECTION
Date APR 23 2018
Time: 3:10 P.M.
Initial/Signature: [Signature]

DIVISION MEMORANDUM

No. 108 s, 2018

**EOSY 2017-2018 UPDATING OF LEARNER PROFILES ON THE LEARNER INFORMATION SYSTEM (LIS)
AND ADDITIONAL DATA REQUIREMENTS IN THE EBEIS FOR JHS AND SHS**

TO: Public Schools District Supervisors
School Heads of Public and Private Elementary and Secondary Schools
ICT Coordinators, SHS Coordinators, Registrars
and Administrative Assistants II
All Others Concerned

1. This is to remind of the timeline in the conduct of LIS and EBEIS activities per Memorandum DM-PFO-2018-0434 dated March 23, 2018 and released by this office last April 2, 2018:

LIS & EBEIS Activities	Timeline
Start of Encoding EOSY 2017-2018	March 21, 2018
Submission	March 21-April 30, 2018
Deadline of Validation	April 30, 2018
Closing of System	May 1, 2018

2. For EBEIS, there will be additional data elements for **Government Junior High School Profile (GJHSP)** and **Government Senior High School Profile (GSHSP)**.
3. Further, this office remind that all request from school either approve or disapprove without supporting documents **shall be disapproved** by this office to notify the schools that their request was processed and compliance from their end is needed.
4. All public and private elementary and secondary schools, learning centers, SUCs and LUCs offering elementary and secondary education, are directed to ensure **prompt, complete, and accurate** accomplishment of the LIS and EBEIS.
5. Class advisers of public schools and designated school system administrators/school registrars of private schools and SUCs offering elementary and secondary education must ensure that all learners' profile will be updated: **School Heads (SHs)** must ensure **accuracy and completeness** of the school's EOSY data.
6. Technical assistance is available on weekdays, Saturday including holidays at SDO SGOD Planning and Research Unit and at FB Group (DepEd Catanduanes LIS EBEIS).
7. This office is expecting on **100%** updating, submission and validation of LIS and EBEIS EOSY.
8. For information, guidance and **strict compliance**.


SOCORRO V. DELA ROSA, CESO VI
Schools Division Superintendent