

Republika ng Pilipinas
Kagawaran ng Edukasyon
REHIYON V (BIKOL)
TANGGAPANG PANSANGAY NG MGA PAARALAN NG CATANDUANES

July 7, 2025

DIVISION MEMORANDUM
No. 567, s. 2025

**REVALIDATION OF BASIC EDUCATION INFORMATION SYSTEM (BEIS)
SY 2024-2025**

To: OIC-Assistant Schools Division Superintendent
Chief Education Supervisors
Public Schools District Supervisors/In-Charge of the District
Public Elementary and Secondary School Heads
BEIS Coordinators
All Others Concerned

1. In reference to Memorandum from Director IV of Policy and Planning Service, titled **Validation of Select Basic Education Information System (BEIS) School Year 2024-2025 Datasets of All Regions**, and Regional Memorandum No. 861, s. 2025, titled **Revalidation of BEIS SY 2024-2025 Datasets**, this Office, through the SGOD-Planning and Research Section and in-charge focal persons, will conduct the revalidation activity focusing on data entries that were flagged during the initial meeting with CO and RO personnel for **inconsistencies, outliers, or missing values**.

2. In view of this, all Public Elementary and Secondary School Heads/BEIS Coordinators are hereby directed to reconcile and validate immediately the datasets in the link <https://bit.ly/BEISRevalidation> on or before **12NN of July 9, 2025**. In the presence of any correction, a word "**corrected**" must be reflected in the "Remarks", otherwise, a word "**correct**" will serve as confirmation of accuracy of the existing entries.

3. Immediate dissemination, guidance and strict compliance of all concerned.

By Authority of the OIC-Schools Division Superintendent:

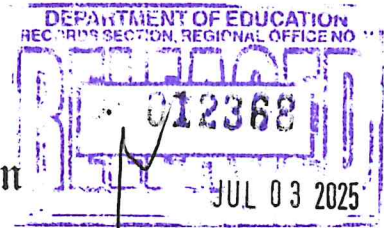
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Republic of the Philippines
Department of Education
REGION V - BICOL



Office of the Regional Director

July 3, 2025

REGIONAL MEMORANDUM
NO. 00861, S. 2025

REVALIDATION OF BEIS SY 2024–2025 DATASETS

TO: Assistant Regional Director
Schools Division Superintendents
Assistant Schools Division Superintendents
Chiefs for Schools Governance and Operation Division (SGOD)
Chiefs for Curriculum and Implementation Divisions
RO/SDO Planning Officers
SDO Focal Persons for BEIS Datasets
All Others Concerned

1. This Office expresses its appreciation to the Schools Division Planning Officers for their participation in the BEIS SY 2024–2025 Regional Online Data Validation Meeting held on July 3, 2025, facilitated by the Policy and Planning Service – Education Management Information System Division (PPS-EMISD). This initiative forms part of the Department's continuing efforts to ensure the integrity of basic education data for Project Bukas, the DepEd Open Data initiative.
2. Following the regional-level validation activity, all Schools Division Offices (SDOs) are directed to conduct the final revalidation of their respective BEIS SY 2024–2025 datasets, focusing on data entries flagged during the meeting for inconsistencies, outliers, or missing values.
3. The revalidation shall be undertaken by the designated SDO focal persons, under the direct supervision and guidance of the SDO Planning Officers, who are solely authorized to access and edit the official datasets in the OneDrive folders. The following instructions must be observed:
 - a. Only the SDO Planning Officers shall access and edit the shared working datasets in the OneDrive folders provided by PPS-EMISD. Focal persons shall coordinate their inputs with the Planning Officers for encoding.
 - b. The SDO Planning Officer shall assign to the respective focal persons the flagged indicators for verification. These include, but are not limited to: NC Passers, teaching load inconsistencies, ICT equipment counts, internet connectivity, water and electricity supply entries, and locally funded personnel.
 - c. Each focal person shall review the remarks and validate the data using school submissions and relevant supporting documents, and relay corrections to the Planning Officer.
 - d. The SDO Planning Officer shall encode all verified corrections in the shared OneDrive file, and indicate the appropriate remarks/status, and conduct a final quality check of all revalidated entries before submission.
4. Each SDO is required to submit the following on or before 4:00 p.m. of July 6, 2025:
 - a. The updated and revalidated dataset (in the shared OneDrive folder).

- b. A Certification of Accuracy, duly signed by the Schools Division Superintendent (SDS), affirming the correctness and completeness of the submitted data.
5. To guide focal persons and ensure accountability during the revalidation, the following table lists the key datasets and their corresponding in-charge focal persons:

Dataset	In-Charge Focal Person
Teaching Personnel	AO-IV, HR Personnel
Number of Classes Assigned to Teachers by Subject/Specialization	AO-IV, HR Personnel
Number of Functional ICT Equipment in the School by Funding	ICT Coordinator
Number of Functional Computers by Funding Source	ICT Coordinator
Availability of Water Supply	WATSANs Focal Person
Internet Connectivity with Service Provider	ICT Coordinator
Availability of Electrical Supply	SDO Engineer
Locally Funded Non-Teaching Personnel	AO-IV, HR Personnel
Locally Funded Teaching Personnel Working in the School	AO-IV, HR Personnel/ HRD SEPS
National Certification (NC) Passers	EPS/TLE or TVL Coordinator
School Information (e.g., ID, Address, Status, etc.)	Planning Officer

Note: The above assignments may vary across SDOs. Final encoding responsibility and data ownership remain with the SDO Planning Officer.

6. Immediate dissemination of and strict compliance with this Memorandum is desired.


GILBERT T. SADSAD
Regional Director

To be indicated in the **PERPETUAL INDEX**
under the following subjects:

BEIS**DATA****SCHOOL PROFILE****STATUS**