



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF MISAMIS ORIENTAL

Office of the Schools Division
Superintendent

May 6, 2022

DIVISION MEMORANDUM

No. 2602 s. 2022

**CONDUCT OF DATA GATHERING ACTIVITIES FOR BASIC EDUCATION
INFORMATION SYSTEM (BEIS) FOR SY 2021-2022**

To: Assistant Schools Division Superintendent
Chief Education Supervisor for SGOD and CID
Division Section Heads and Education Program Specialists
Public Schools District Supervisors
Public and Private Elementary and Secondary Schools School Heads and
BEIS/ICT Coordinators
All Others Concerned

1. Pursuant to DepEd Order No. 027, s.2019 Guidelines on the Yearly Collection of Data/Information Requirements and Validation Processes, all Public and Private Schools including SUC offering Kindergarten to Grade 12 are directed to update the school's profile for School Year 2021-2022 using the revised data gathering forms.

2. The Office through the Planning and Research Section will conduct a Virtual Orientation of the revised Data Gathering Forms on May 17-20, 2022 via Zoom. Participants to this virtual orientation are School Heads/Schools In-Charge and ICT Coordinators of all Public Elementary, Junior and Senior High Schools. Meeting link will be sent through the participants email address. Schedules of the virtual orientation are indicated as follows:

Date	Districts	Total Pax
May 17, 2022 8:00am-12:00nn	Cluster 1: Jasaan to Magsaysay 2 Districts Public ES	352
May 18, 2022 8:00am-12:00nn	Cluster 2: Villanueva to Lugait including Claveria Districts Public ES	350
May 19, 2022 8:00am-12:00nn	Cluster 3: Public JHS and SHS	250
May 20, 2022 8:00am – 12:00nn	Cluster 4 Private Schools and SUC	128

3. Furthermore, to ensure accuracy and quality of data to be submitted, a Data Validation Workshop will be conducted by batch from June 7-22, 2022. Participants to this workshop are the Division Validation Team and One (1) ICT/BEIS Coordinator from each public and private elementary and secondary



Address: Del Pilar - Velez St., Brgy. 29, Cagayan de Oro City 9000
Telephone Nos.: (088) 881-3094 | Text: 0917-8992245 (Globe)
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Email: misamis.oriental@deped.gov.ph

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school. Participants are required to bring the accomplished BEIS in excel and print copies, with supporting documents, fully charged laptop and mobile internet. Schedule of the validation workshop and venue per batch of participants are indicated as follows:

Date	Time	Batch	Participants	No. of Pax	Venue
June 7, 2022	8:00am to 3:00pm	1	Magsaysay 1 and 2	33	Kibungsod CS
June 8, 2022		2	Balingoan to Medina	65	Talisayan CS
June 9, 2022		3	Salay to Kinoguitan	57	Salay CS
June 10, 2022		4	Balingasag to Lagonglong	61	Balingasag CS
June 14, 2022		5	Tagoloan to Jasaan	63	VN Chavez MCS
June 15, 2022		6	Claveria	48	Claveria CS
June 16, 2022		7	Opol to Laguindingan	63	Opol CS
June 17, 2022		8	Gitagum to Initao	52	Initao NCHS
June 21, 2022		9	Naawan to Lugait	50	Lugait CS
June 22, 2022		10	MOGCHS	1	MOGCHS

4. The Division Validation Team who will conduct review of data elements of the accomplished school profile are as follows:

EDWIN L. GAMOROT – Planning Officer III
 LINDO M. CAYADONG – SEPS for Planning & Research
 GERRY P. MADRID – EPS II for SMME
 MELANIE C. ESTENZO – Administrative Officer IV/HRMO
 JOANNA RUBY L. PRESENTE - EPS
 IRISH KARYLLE D. MONTE – SEPS for HRTD
 CHRISTINE H. CABIASA – PDO I
 FREDDIEJUN T. DELIG - ITO
 ELMAR G. ANOC, CPA – Accountant III
 MARK LORREN T. TEJANO – Administrative Officer V/Budget Officer III
 CELIETO B. MAGSAYO - EPS
 SANDY L. SIMO – Engineer III
 CIRILO K. RUBIATO – PDO II
 CATHERINE ANNE BALANAY – EPS II for SocMob
 ADORA ANGELICA G. BAHIAN – Statistician Aide I
 KARL JOSEPH A. NORIGA – Administrative Aide I
 PAUL DOMINIC F. SAA – Multimedia Specialist/Documenter




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5. Travelling expenses, board and lodging and other incidental expenses incurred by the Division Validators during validation workshop shall be charged against Division MOOE fund subject to the usual accounting, auditing rules and regulations.

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


JONATHAN S. DELA PEÑA, PhD, CESO V
Schools Division Superintendent

Encls.: As stated

References: DepEd Order 027, s.2019

To be indicated in the Perpetual Index
under the following subjects:

COMMUNICATIONS
ORIENTAION
SCHOOL PROFILE

DATA GATHERING
VALIDATION

SGOD, DPU-ELG

Page 2 DIVISION VIRTUAL ORIENTATION AND VALIDATION ON BASIC
EDUCATION INFORMATION SYSTEM (BEIS) DATA GATHERING FORMS FOR SY
2021-2022



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