



Republic of the Philippines  
Department of Education  
Region X  
**DIVISION OF MISAMIS ORIENTAL**  
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**DIVISION MEMORANDUM**

No: 384, s.2016

FOR:

School Heads/Schools In-Charge  
Public Elementary, Junior High Schools and Senior High Schools  
Planning Officer III  
IT Officer I  
Senior Education Program Specialist II for Planning & Research  
Education Program Specialist II for Monitoring and Evaluation  
Planning Staff  
Project Development Officer II for DRRM

FROM: **CHERRY MAE L. LIMBACO, Ph.D., CESO V**  
Schools Division Superintendent

SUBJECT: **DIVISION VALIDATION WORKSHOP ON EBEIS SCHOOL PROFILE FOR  
BEGINNING OF SCHOOL YEAR 2016-2017**

DATE: 31 August 2016

1. To ensure accuracy and completeness of EBEIS Data for Beginning of SY 2016-2017, this office shall conduct a Division Validation Workshop on September 6-9, 2016 and September 13, 2016 in five (5) cluster venues.
2. Furthermore, the following are the schedules and participants in the conduct of the validation workshop, to wit:

Date	Cluster	School Heads/ Schools In-Charge	No. of Pax	Venue
September 6, 2016 8:00pm - 5:00pm	1	Kinoguitan to Magsaysay II	107	Maanas ES, Medina
September 7, 2016 8:00am - 5:00pm	2	Balingasag South to Sugbongcogon	97	Balingasag CS, Balingasag
September 8, 2016 8:00pm - 5:00pm	3	Tagoloan to Jasaan including Claveria I & II	96	Jasaan CS, Jasaan
September 9, 2016 8:00am - 5:00pm	4	Opol to Libertad including MOGCHS	79	Alubjijid CS, Alubjijid
September 13, 2016 8:00pm - 5:00pm	5	Initao to Lugait	68	Naawan CS, Manticao
<b>Total</b>			<b>447</b>	

3. Participants are required to bring the following:
  - i) Print copy of EBEIS Beginning of SY 2016-2017 School Profile submitted in the EBEIS
  - ii) LIS Summary and Toggle Segments Screenshot (LIS School Head Account Dashboard Enrolment Overview click Summary and Toggle Segments)
  - iii) Final Enrolment Report as of June 13, 2016
  - iv) School Form 1 (SFI) School Register

- v) School Form 4 (SF4)/Form 3 as of June 30, 2015
  - vi) School Form 7 School Personnel Assignment List and Basic Profile
  - vii) Copy of School Plantilla
  - viii) Updated List of CCT/4Ps Recipients from Municipal SWD
  - ix) List of Indigenous People's Learner
  - x) List of Muslim Learners
  - xi) List of Learners with Exceptionalities
  - xii) Number of Grade 1 learners w/ECCD experience
  - xiii) List of Learners enrolled in Alternative Delivery Mode – Open High School, E-IMPACT
  - xiv) Copy of MOOE Subsidiary Ledgers (June to March 2016)
  - xv) Summary of Water, Electricity and Internet Expenses (June to March 2016)
  - xvi) Inventory on Number of Functional Computers
  - xvii) Copy of School Site Ownership
  - xviii) School DRRM Data and Narrative Report
  - xix) Health & Nutrition
    - Data on Vaccination
    - Vision Screening
    - Nutritional Status
    - Data on Deworming
  - xx) Solid Waste Management and Wash Facilities Data and Photos
4. Travelling expenses of participants shall be charged to the school's downloaded MOOE subject to the usual accounting and auditing rules and regulation.
5. For immediate dissemination of and strict compliance with this Memorandum is directed.

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