



Republic of the Philippines
Department of Education
Region VII, Central Visayas
DIVISION OF CEBU PROVINCE
Sudlon, Lahug, Cebu City



November 12, 2019

DIVISION MEMORANDUM

No. 709 s. 2019

**ORIENTATION ON THE UPLOADING AND VALIDATION OF DATA
IN THE ENHANCED BASIC EDUCATION INFORMATION SYSTEM (EBEIS)**

To: Assistant Schools Division Superintendents
Chiefs, Functional Divisions
Education Program Supervisors/Coordinators, SEPS
Public School District Supervisors/OICs District Caretakers
Public and Private Elementary and Secondary School Heads
EBEIS/LIS System Administrators
Others Concerned

1. In consonance with DepEd Order 27, s. 2019 – Guidelines on the Yearly Collection of Data/Information Requirements and Validation Processes, this Office will be conducting an Orientation on the Uploading and Data Validation in the Enhanced Basic Education Information System (EBEIS) on November 18-27, 2019 from 8:00 A.M. to 5:00 P.M.

2. Schedule of activities are as follows:

Date	Participants	Venue
November 18, 2019	Districts of Minglanilla 1, Minglanilla II, San Fernando 1, San Fernando II, Sibonga and Argao I	San Fernando District
November 19, 2019	Districts of Argao II, Dalaguete I, Dalaguete II, Alcoy, Boljoon, Oslob, Santander and Samboan	Dalaguete National High School
November 20, 2019	Districts of Ginatilan, Malabuyoc, Alegria, Badian, Moalboal, Alcantara, Ronda, Dumanjug I and Dumanjug II	Moalboal District
November 21, 2019	Barili I, Barili II, Aloguinsan, Pinamungajan 1, Pinamungajan 2, Balamban I, Balamban II, Asturias North and Asturias South	Balamban I District
November 22, 2019	Tuburan I, Tuburan II, San Remigio I, San Remigio II, Santa Fe, Bantayan I, Bantayan II, and Madridejos	San Remigio I District
November 25, 2019	Cordova, Consolarion, Compostela, Liloan	Consolacion District
November 26, 2019	Carmen, Catmon, San Francisco, Tudela, Pilar and Poro	Catmon District
November 27, 2019	Sogod, Borbon, Tabogon, Medellin, Daanbantayan 1 and Daanbantayan II	Daanbantayan 1, District

3. Participants to this orientation are the EBEIS/LIS school system administrator or the one who actually handles the system. There will be only one participant from each school. Each participant is required to bring laptop, extension cord, portable WIFI and your school profile.
4. Transportation expenses of participants shall be charged against local/school MOOE funds, while travelling, per diem and other incidental expenses of the Division secretariat including food of participants shall be charged against the Division EBEIS/LIS funds subject to the usual accounting and auditing rules and regulations.
5. This serves as an Authority to Travel.
6. For immediate dissemination and strict compliance.

For:

MARILYN S. ANDALES, Ed. D. CESO V
Schools Division Superintendent

JEREMY C. OJANAMPO, LL.B.
Administrative Officer V

RTG/ARA

Telephone Numbers:

Schools Division Superintendent:	(032) 255-6405
Asst. Schools Division Superintendent:	(032) 414-7457
Accounting Section:	(032) 254-2632
Disbursing Section:	(032) 255-4401
Admin/Legal:	(032) 253-7847

Website: www.depedcebuprovince.com,
E-mail Add: depedcebuprovince@yahoo.com

ANNEX A

Activity Outline

MATRIX OF ACTIVITIES		
<i>Time</i>	<i>Activity</i>	<i>Locus of Control</i>
7:30 – 8:30 A.M.	Registration	Host District
8:30 – 8:45 A.M.	Preliminaries	Host District
8:45 – 9:00 A.M.	Welcome Remarks	PSDS of the Host District
9:00 – 9:10 A.M.	Introduction of Participants	Mr. Kim Lepon/ Ms. Claire Jusay EMIS/Planning Staff
9:10 – 9:20 A.M.	Rationale	Dr. Roderic T. Goles SEPS, Planning & Research
9:20 – 12:00 NN	Session 1	Mrs. Agustina R. Albiso Planning Officer III
12:00 – 1:00 P.M.	Lunch Break	
1:00 – 4:00 P.M.	Session 2	Mrs. Agustina R. Albiso Planning Officer III
4:00 – 4:15 P.M.	Next Steps Planning	Dr. Roderic T. Goles SEPS, Planning & Research
4:15 – 4:45 P.M.	Open Forum – Resolution of EBEIS/LIS Issues and Concerns	Division EMIS Team
4:45 – 4:55 P.M.	Distribution of Certificates of Appearance	Dr. Roderic Goles and EMIS Staff
4:55 – 5:00 P.M.	Closing Prayer	Host District

Cluster	District	Participants				TOTAL
		Public Elem.	Public Sec.	Integrated School	Private School	
1	Minglanilla I	9	5	0	32	46
	Minglanilla II	6	4	2		12
	San Fernando I	6	3	4	9	22
	San Fernando II	9	5	3		17
	Sibonga	23	6	0	5	34
	Argao II	24	4	1	3	32
	163 + 5 = 168 pax @ Php 250 each = Php 42,000					
2	Argao I	22	4	0	3	29
	Alcoy	7	2	1	2	12
	Boljoon	10	3	1	1	15
	Dalaguete I	20	4	0	8	32
	Dalaguete II	22	4	0		26
	Oslob	14	4	2	1	21
	Samboan	14	3	1	2	20
	Santander	9	2	0	1	12
	167 + 5 = 172 pax @ Php 250 each = Php 43,000					
3	Alcantara	8	1	1	1	11
	Alegria	20	4	0	2	26
	Badian	24	4	1	1	30
	Dumanjug I	12	3	0	4	19
	Dumanjug II	17	3	0		20
	Ginatilan	8	2	3	2	15
	Malabuyoc	15	4	0	1	20
	Moalboal	14	3	1	3	21
	Ronda	10	2	0	1	13
	175 + 5 = 180 pax @ Php 250 each = Php 45,000					
4	Aloguinsan	13	3	4	1	21
	Asturias	30	4	0	4	38
	Balamban I	11	6	1	7	25
	Balamban II	19	4	0		23
	Barili I	17	5	0	6	28
	Barili II	16	6	1		23
	Pinamungajan I	15	4	0	2	21
	Pinamungajan II	12	2	0		14
193 + 5 = 198 pax @ Php 250 each = Php 49,500						
5	Tuburan I	20	5	0	2	27
	Tuburan II	27	3	2		32
	Tabuelan	14	2	3	1	20
	San Remigio I	8	3	3	2	16
	San Remigio II	10	4	6		20
	Bantayan I	6	3	6	5	20
	Bantayan II	11	1	2		14
	Madridejos	12	2	2	5	21
	Santa Fe	9	3	1	2	15
185 + 5 = 190 pax @ Php 250 each = Php 47,500						
6	Daanbantayan I	15	7	1	10	33
	Daanbantayan II	12	5	2		19
	Medellin	15	5	5	4	29
	Tabogon	19	7	1	2	29
	Borbon	18	6	0	3	27
	Sogod	20	4	2	3	29
166 + 5 = 171 pax @ Php 250 each = Php 42,750						
7	Pilar	11	4	0	0	15
	Poro	16	3	1	2	22
	San Francisco	20	5	2	3	30

	Tudela	11	2	0	2	15
	Carmen	19	4	0	5	28
	Catmon	18	3	1	4	26
					136 + 5 = 141 pax @ Php 250 each = Php 35,450	
8	Compostela	11	4	4	12	31
	Liloan	14	5	1	21	41
	Consolacion	19	11	0	20	50
	Cordova	10	1	1	12	24
					146 + 5 = 151 pax @ Php 200 each = Php 37,750	

Total - 1.331 + 40 = 1,371 pax @ Php 250 each = Php 342,750

+ 5 pax – allowance per cluster