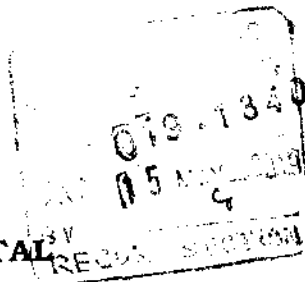




Republic of the Philippines  
DEPARTMENT OF EDUCATION  
Region VII, Central Visayas

**SCHOOLS DIVISION OF NEGROS ORIENTAL**

www.depednegor.net



May 14, 2019

**TRAVEL ORDER**

NO. 147, s. 2018

TO : **NORBERTO L. BANATANTO JR.**  
Administrative Assistant II, Planning & Research

**JEYLENE E. CERIAL**  
Administrative Aide VI, Planning & Research

PURPOSE : To attend the "WDRKSHOP ON DATA MANAGEMENT AND INFORMATION REQUIREMENTS FDR SCHOOL YEAR 2019-2020".

PLACE/VENUE : **TBA**

DATE OF TRAVEL : **MAY 29-31, 2019**

ALLOWED/CHARGED TO: (Division MOOE funds subject to the usual accounting and auditing rules and regulations)

\_\_\_\_\_ : Registration

\_\_\_\_\_ : Meals and accommodation

  X   : Transportation/per diem & other incidental expenses

**WILFREDA D. BONGALOS, Ph. D., CESO V**  
Schools Division Superintendent

5/15/19

Tel. Nos: (035) 225-2838 / 225-0867/422-7644 (Division Supt's Office); (035) 225-1622 (CID); (035) 225-1623 (Legal Section); (035) 225-0180 (SGCO); (035) 422-7643 (Cash Section); (035) 422-8511 (Planning Section); (035) 225-6987 (Record's Section); (035) 422-5283 (Admin. Section); (035) 422-0267 (Personnel Section); (035) 225-2376 (Guard/Medical/Dental Sections); (035) 225-7012 (Educ. Facilities Section); (035) 225-1640 (Acct. Budget Section); (035) 422-3921 (Supply Section)



Republic of the Philippines  
**Department of Education**  
REGION VII, CENTRAL VISAYAS

REGIONAL MEMORANDUM  
No. **0225** s. 2019

MAY 06 2019

**WORKSHOP ON DATA MANAGEMENT AND INFORMATION  
REQUIREMENTS FOR SCHOOL YEAR 2019-2020**

TO: Schools Division/City Superintendents

1. Attached is a Memorandum from Jesus L.R. Mateo, Undersecretary for Planning, HROD and Field Operations on the conduct of the Workshop on Data Management and Information Requirements for SY 2019-2020 at Bacolod City on May 29-31, 2019. Final venue shall be announced in a separate advisory and inclusive date are exclusive of travel time.
2. Participants to this activity are as follows:

Personnel	No. of Personnel
Regional Planning Officer	2
Division Planning Officer (1 per SDO)	19
School LIS/EBEIS Coordinator (1 per SDO) <i>-The recommendation shall come from the Division Planning Unit and shall be subject to the approval of the Schools Division Superintendent.</i>	19

3. Transportation and incidental expenses of participants shall be chargeable against their respective local funds subject to the usual accounting, and auditing rules and regulations.
4. This serves as Travel Order for regional participants only.
5. For immediate dissemination and compliance.

*Juliet A. Jeruta*  
**JULIET A. JERUTA, Ph.D, CESO IV**  
Director IV, Regional Director

PPRD / IAJ/SKCP/vjr

Office of the Director (ORDiv), Tel. Nos.: (032) 231-3433; 414-7399  
Office of the Assistant Director (OADiv), Tel. Nos.: (032) 255-8542  
Administrative Service Division (ASD), Tel. Nos.: 414-7326, 414-4367, 414-7322, 414-4367  
Education Support Services Division (ESSD), Tel. Nos.: (032) 354-7062  
Curriculum Learning Management Division (CLMD), Tel. Nos.: (032) 414-7323

Field Technical Assistance Division (FTAD), Tel. Nos. (032) 414-7324  
Finance Division (FD), Tel. Nos.: (032) 256-2375; 253-8061, 414-7321  
Human Resource Development Division (HRDD), Tel. Nos. (032) 255-5239  
Policy, Planning, and Research Division (PPRD), Tel. Nos. (032) 233-9030; 414-7065  
Quality Assurance Division (QAD), Tel. Nos.: (032) 231-1071




Republic of the Philippines  
**Department of Education**

**Tanggapan ng Pangalawang Kalihim**  
*Office of the Undersecretary*

**MEMORANDUM**  
**DM-PFO-2019-00384**

**TO:** Regional Directors  
Schools Division Superintendents  
All Others Concerned

**FROM:**   
JESUS L.R. MATEO  
*Undersecretary for Planning, HROD, and Field Operations*

**SUBJECT:** Conduct of the Workshop on Data Management and Information Requirements for School Year 2019-2020

**DATE:** 15 April 2019

The Education Management Information System Division of Planning Service will conduct the Workshop on Data Management and Information Requirements Workshop for School Year 2019-2020, in five clusters in different venues. This is in consonance with our goal of achieving accurate and quality collection and reporting of basic education statistics and performance indicators from our schools to our information systems.

For this year's Data Management and Information Requirement workshop, it has the following objectives: (1) provide updates on the information requirements for School Year 2019-2020; (2) reiterate policies of the Department on enrollment; (3) orient Planning Officers on the data gathering forms; (4) present the policy, plans, timelines, and facilities for deployment in the system; and (5) address issues in the LIS and BEIS.

The above mentioned Workshop will be conducted in the schedules and venues (to be announced in a separate memorandum) of each cluster, as shown below:

Cluster	Venue	Date
Cluster I - I, II, III, CAR	Olongapo City	May 15-17, 2019
Cluster II - IVA, IVB, V, NCR	Olongapo City	
Cluster III - VI, VII, VIII	Bacolod City	May 29-31, 2019
Cluster IV - IX, XII, ARMM	General Santos City	May 22-24, 2019
Cluster V - X, XI, XIII	Davao City	

Participants in this workshop are the Regional and Division Planning Officer and One (1) School LIS/BEIS Coordinator. The Division Planning Officer shall choose one (1) among the School LIS/BEIS Coordinators to serve as co-lead during the roll out of data collection orientation in their respective division.

Attached is the Indicative Program of Activities. Participants may check in at Day 0 and the first meal to be served is dinner of the same day. Check out is 12:00 of Day 3 and last meal is lunch of the last day of the orientation.

For confirmation of attendance you are required to register at <http://bit.ly/dmir2019>.

Transportation and other incidental expenses of all participants shall be charged against their local funds subject to usual accounting and auditing rules and regulations.

For coordination and further clarification, kindly contact Mr. Ariel C. Tandingan of EMISD-PS at telephone numbers (02) 638-2251 or 638-3985; or e-mail at [pa.emisd@deped.gov.ph](mailto:pa.emisd@deped.gov.ph).

For your immediate attention and appropriate action.

**Data Management and Information Requirements**  
 Planning Service- Education Management Information System Division

**INDICATIVE PROGRAM OF ACTIVITIES**

<b>DAY AND TIME</b>	<b>ACTIVITY</b>
<b>Day 0 - Check-in</b>	
<b>Day 1</b>	
8:30 AM - 9:00 AM	Opening Program Welcome Remarks House Rules and Expectations
9:01 AM - 9:30 AM	Presentation of Basic Education Statistics SY 2018-2019 EMIS/OPS
9:31 AM - 10:30 AM	Absorptive Capacity & Last Mile Learner
10:31 AM - 11:30 AM	Special Hardship Allowance & School Typology
11:31-12:00 NN	OPEN FORUM
12:01- 1:00 PM	Healthy Lunch
1:00-2:30 PM	Updates on Disaster Risk Reduction Management
2:31-3:30 PM	Updates on Special Education Presentation
3:31-4:15PM	Updates on Indigenous People Education Presentation
4:15-5:00 PM	Updates on MADRASAH Education Presentation
<b>Day 2</b>	
8:30 AM - 9:00 AM	Management of Learning (Regional Office)
9:01AM-10:00 AM	Updates on School Health
10:01 AM - 11:00 AM	Updates on Senior High School
11:01AM-12:00NN	Kindergarten Policy (DepEd Order Nos. 47, s. 2016 and 30, s. 2018)
12:01-1:00 PM	Healthy Lunch
1:31 PM - 3:00 PM	Beginning of School Year -LIS
3:01 PM - 5:00 PM	Beginning of School Year -BES
<b>Day 3</b>	
8:30 AM - 8:45 AM	Management of Learning (Regional Office)
9:00 AM - 11:00 AM	Updates for the BCSY and Timelines
11:00 AM - 12:00 NN	Planning for the Roll-out of the BCSY Next Steps Closing Program
12:00 NN - 1:00 PM	Healthy Lunch  HOME SWEET HOME