May 4, 2018

DIVISION MEMORANDUM
No._____/27_____s 2018

END OF SCHOOL YEAR 2017-2018 UPDATING OF LEARNERS PROFILES ON THE LEARNERS INFORMATION SYSTEM (LIS) AND ADDITIONAL DATA REQUIREMENTS IN THE ENHANCED BASIC EDUCATION INFORMATION SYSTEM (EBEIS) FOR SENIOR HIGH SCHOOL

TO: **Chief Education Supervisors**
Education Program Supervisors
Public Schools District Supervisors, Principals and
    Head Teacher In-Charge of the District
Head of all Public and Private Elementary, Secondary and
    Integrated Schools, LUCs and SUcs
District Planning Officers-Designate
District ICT Coordinators
All Other Concerned

1.   Attached is the DepED, Memorandum No. 0434 , s. 2018 entitled, "END OF SCHOOL YEAR 2017-2018 UPDATING OF LEARNER PROFILES ON THE LEARNER INFORMATION SYSTEM (LIS) AND ADDITIONAL DATA REQUIREMENT IN THE ENHANCE BASIC EDUCATION INFORMATION SYSTEM (EBEIS) FOR "SHS", signed by **Undersecretary Jesus L.R. Mateo,** dated March 23, 2018, which is self-explanatory.

2.   The following timelines in the conduct of LIS and EBEIS activities shall be observed:

LIS AND EBEIS ACTIVITIES	TIMELINES
Start of Encoding of EOSY 2017-2018	March 21, 2018
EBEIS Submission	March 21-April 30, 2018
Deadline of Validation	April 30, 2018
Closing of System	May 1, 2018
LIS School Class and School Finalization	May 11, 2018

3.   Immediate Dissemination of memorandum is strictly desired.

JOSE NIRO R. NILLASCA
EPS
OIC-ASDS
IN-CHARGE OF THE DIVISION

SYM/nzi

Republic of the Philippines
Department of Education

Tanggapan ng Pangalawang Kalihim
Office of the Undersecretary

MEMORANDUM
DM-PFO-2018- 0434

TO: Regional Secretary, ARMM
Regional Directors
Schools Division/City Superintendents
Heads, Public & Private Elementary and Secondary Schools
Heads, SUCs/LUCs Offering Basic Education
All Others Concerned

FROM: **JESUS L.R. MATEO**
Undersecretary

SUBJECT: *END OF SCHOOL YEAR 2017-2018 UPDATING OF LEARNER
PROFILES ON THE LEARNER INFORMATION SYSTEM (LIS)
AND ADDITIONAL DATA REQUIREMENTS IN THE
ENHANCED BASIC EDUCATION INFORMATION SYSTEM
(EBEIS) FOR SHS*

DATE: March 23, 2018

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1. The Department recognizes the importance of maintaining accurate and quality data and other relevant basic education data in addressing the needs of our schools and learners in support to the performance evaluation of the basic education sector vis-à-vis the achievement of DepEd's goals as stated in the ten-point agenda of the current administration and Social Development Goals (SDGs) and other international commitments.

2. For End of School Year 2017-2018 data, all public and private elementary and secondary schools, state universities and colleges (SUCs) offering elementary and secondary education, are directed to update their learners' profiles and other data requirements through the LIS and EBEIS.

3. The updating of information of learner's basic profile, enrolment status, end of school year academic accomplishment for the whole school year in the LIS and EBEIS and all

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useful data and information is needed for planning & budgeting, allocation of resources, and setting operational targets.

4. The LIS and EBEIS can be accessed through the web addresses: http://lis.deped.gov.ph and http://ebeis.deped.gov.ph, respectively. A single sign-on is available, linking both systems.

EBEIS

There will be additional data elements for Government Junior High School Profile (GJHSP) and Government Senior High School Profile (GSHSP):

Table1.a Number of Math and Science Teachers:

Number of Math and Science Teachers in SHS	Nationally-Funded Teachers		LGU-Paid Teachers		Part-time Teachers	
	Math	Science	Math	Science	Math	Science
Major in Math						
Minor in Math						
Major in Science						
Minor in Science						
Others						

Note: A teacher can only be counted once (e.g. both teaching Math and Science)

Table 1.b Number of Math and Science Teachers:

Number of Math and Science Teachers in SHS	Nationally-Funded Teachers		LGU-Paid Teachers		Part-time Teachers	
	Math	Science	Math	Science	Math	Science
Major in Math						
Minor in Math						
Major in Science						
Minor in Science						
Others						

Note: Teachers can be counted more than once if (i) they are major in Math and minor in Science, or (ii) they are major in Science and minor in Math

LIS

The following facilities are now available in the system:

1. Resolution of Transfer Disputes

2. Correction of Grade Level (with Kindergarten Catch-Up Program)
3. Enrollment of Balik-Aral Learners
4. Class Removal for Senior High School
5. Transfer Facility for Senior High School
6. Updating for SHS First (1st) Semester Status
7. Enrollment of SHS Second (2nd) Semester
8. Correction of Learner Profiles with current Enrollment for SHS
9. Correction of Grade Level for End of School Year from Kindegarten to Grade 10
10. Report Generation of School Form 1, 3 5 and 6
11. Updating of Kindergarten to Grade 10 EOSY 2017-2018

Other facilities to be deployed:
1. Updating of SHS eosy 2017 2018
2. Resolve decline with unsettled account
3. Correction of Grade Level must not be limited to education level in addressing issues of PEPT and A&E Passers.
4. Restoration of the facility to acknowledge transferred in learners – Removal of confirmed acknowledgement
5. Facility for change of track and specialization for SHS

5. The following timeline in the conduct of LIS and EBEIS activities shall be observed:

LIS & EBEIS Activities	Timeline
Start of Encoding EOSY 2017-2018	March 21, 2018
Submission	March 21-April 30, 2018
Deadline of Validation	April 30, 2018
Closing of System	May 1, 2018

6. All public and private elementary and secondary schools, learning centers, SUCs and LUCs offering elementary and secondary education, are directed to ensure prompt, complete and accurate accomplishment of the LIS and EBEIS.

7. Class advisers of public schools and designated school system administrators/school registrar of private schools and SUCs offering elementary and secondary education must ensure that all learners' profile will be updated. School Heads (SHs) must ensure the accuracy and completeness of the school's EOSY data.

8. The School Division Superintendents (SDS), through the School Governance and Operations Division – Planning and Research Unit (SGOD-PRU) and the Information Technology Officers (ITO), shall jointly provide technical assistance and resources as necessary, to the schools to ensure compliance to the guidelines of the EOSY data collection in the LIS and EBEIS. Particular attention should be given to schools with no/limited access to internet facilities.

9. The Regional Director (RDs) through the Policy Planning and Research Division (PPRD) shall monitor the division's provision of technical assistance and resources to schools for the EOSY collection of data.

10. Overtime Services and Payment

To meet the target schedules of all personnel involved in the LIS and EBEIS in all the public schools, district, division, and regional offices, all are allowed to render overtime (OT) services with pay during weekdays, weekends, and holidays when necessary to meet the target schedules.

At the school level, these OT services can be converted to service credits as provided in DepEd Order No. 58, s. 2008 "Authorizing the Grant of Overtime Pay and Other Benefits to Personnel Involved in the Operations of the Basic Education System", DepEd Order No. 10, s. 2009 "Addendum to DepEd Order No. 58, s. 2008 (Authority to Grant Overtime Pay and Other Benefits to Personnel Involved in the Operations of the Basic Education Information System (BEIS))" and DepEd Order 30, s. 2016 "Policies and Guidelines on Overtime Services and Payment in the Department of Education". The concerned offices (Finance, Budget and Accounting) should ensure that the overtime services rendered will be duly compensated.

11. Clarifications and Queries

For technical concerns (walkthrough, data corrections, enrollment issues, etc.)

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