DEPARTMENT OF EDUCATION
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By: Justine
DIVISION OF NUEVA VIZCAYA

Republic of the Philippines
Department of Education
Region II – Cagayan Valley
Schools Division of Nueva Vizcaya

27 November 2026

DIVISION MEMORANDUM
No. 483 s., 2026

TECHNICAL ASSISTANCE ON LEARNERS' INFORMATION SYSTEM AND ENHANCE-BASIC EDUCATION INFORMATION SYSTEM (E-BEIS) cum ORIENTATION ON TEACHERS WORKLOAD POLICIES

To: Assistant Schools Division Superintendent
Chief-School Governance and Operation Division
Chief- Curriculum Implementation Division
Public Schools District Suoervisors/District In-Charge
Public Elementary and Secondary School Heads
All other concerned

1. In line with **DepEd Order No. 1, s. 2017** known as the **Guidelines on the National Inventory of DepEd Public School Buildings and DepEd Order No. 52, S. 2016** known as **Data Collection of Basic Education Statistics in the Learner Information System and Enhanced Basic Education Information System**, this Office through the School Governance and Operations Division - Planning and Research Section announces the conduct of **Technical Assistance on Learners' Information System and Enhance-Basic Education Information System (E-BEIS) cum Orientation on Teachers Workload Policies** on **December 3-4,2026 at Disadeco Hotel, Resort and Events Center, Bayombong Nueva Vizcaya**.

2. This L&D activity aims to:

a. orient Administrative Officer II and Administrative Assistant III in-charge of the LIS and EBEIS including NSBI data collection;
b. ensure updated, accurate and comprehensive Basic Education Statistics Data of SDO-NV ready for use in planning, budgeting, resource allocating and other decision-making purposes;
c. validate the submitted online data in the LIS and E-BEIS.

3. The participants of the said activity will be the

Target Participants	Number of Pax	Date/Schedule
1 Elementary Administrative Officer II 1 Elementary District-LIS Coordinator 1 Secondary LIS Coordinato	23 23 48	December 3, 2026

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Email Address: nuevavizcaya@deped.gov.ph
Website: https://sdonuevavizcaya.com/

1 LIS coordinator Private School	50	December 4, 2026

4. The program management team (PMT) will be as follows:

Name of Personnel	Position/School/ Office	Role
1. Romulo S. Ancheta	Chief, Education Supervisor	Program Lead
2. Rommel S. De Gracia	OIC-Chief/SEPS	Learning Facilitator
3. Romeo Emmanuel C. Yarcia II	Planning Office II	Prgram Manafer/ Learning Facilitator
4. Clydinne A. Ballon	Administrative Asssitant III	Logisticts & Secretariat
5. Howard Jean Francois V. Doles II	Administrative Assistant	Technical Assistant

5. The participants are requested to bring the following:
   a. soft and hard copies of the NSBI Form;
   b. site development plan;
   c. laptop and extension cords; and,
   d. if necessary, document requirements for pending issues in the LIS impeding to the EOSY finalization.

6. Snacks and meals will be served to the participants, including the technical working group and technical support members.

7. Travel and other allowable expenses of the participants shall be charged against their local funds subject to the usual accounting and auditing rules and regulations.

8. Immediate dissemination and compliance of this Memorandum to all concerned is directed.

ORLANDO E. MANUEL PhD, CESO V
Schools Division Superintendent
11-2026-961

Encl.:
As stated
Refernce:
DepEd Order No. 52, s. 2016