DIVISION MEMORANDUM

No. 542, series of 2017

SUBMISSION OF LEARNER-LEVEL DATA FOR THE PROPER REGISTRATION OF DISPLACED LEARNERS

TO: Public Schools District Supervisors
Public and Private Elementary, Secondary and Senior High School Heads

In light of the evolving concerns on the status of learners due to the Marawi City Siege, receiving schools must accomplish the attached template regarding the displaced learners that have registered in your respective schools.

The submission is intended to ensure the proper matching and registration of displaced learners in the Learner Information System (LIS) and the inclusion of unmatched displaced learners for scheduling in the special Philippine Examination for Placement Test (PEPT) to ensure their learning continuity.

The template shall be submitted to the Division Office: Attention: Reyzen O. Monserate, PDO II/ Division DRRM Coordinator on or before August 24, 2017.

Immediate dissemination and strict compliance to this Memorandum is advised.

Winnie E. Batoon, Ed.D.
Officer-In-Charge
Office of the Schools Division Superintendent

RELEASED
Date: 18 Aug 2017 Time: 5:14 PM
MEMORANDUM

TO: Regional Secretary, ARMM
    All Regional Directors
    All Schools Division Superintendents Concerned
    All Public and Private Elementary and Secondary Schools

FROM: JESUS L. R. MATEO
      Undersecretary

SUBJECT: SUBMISSION OF LEARNER-LEVEL DATA FOR THE PROPER REGISTRATION OF DISPLACED LEARNERS

DATE: 15 AUGUST 2017

In light of the evolving concerns on the status of learners due to the Marawi City Siege, the following are advised:

1. Receiving schools must accomplish the attached template regarding the displaced learners that have registered in their schools and send to their respective Division Offices (DOs).

2. DOs must consolidate reports and send to their respective Regional Offices which, in turn, will consolidate reports and send to the Disaster Risk Reduction and Management Service (DRRMS) on or before 31 August 2017, 5:00 PM through email address drrmo@deped.gov.ph.

3. All submissions to the DRRMS should be in the form of two (2) file formats:
   a. One (1) PDF version vetted and signed by the respective Regional Director; and,
   b. One (1) Microsoft Excel version for easier consolidation.

The submission is intended to ensure the proper matching and registration of displaced learners in the Learner Information System (LIS) and the inclusion of unmatched displaced learners for scheduling in the special Philippine Examination for Placement Test (PEPT) to ensure their learning continuity.

For clarifications, all concerned may contact the DRRMS at telefax number (02) 637-4933 or through email address drrmo@deped.gov.ph.

Immediate dissemination of and strict compliance to this policy is advised.