



Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY
Digos City



DIVISION MEMORANDUM
No. 327, s. 2018

April 13, 2018

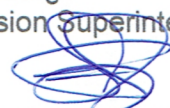
LIS SCHOOL FORM REPORT GENERATION

To: All Public Schools District Supervisors
All Public and Private Elementary and Secondary School Heads
All Other Concerned Personnel

1. This is relative to the attached Unnumbered Regional Memorandum dated April 4, 2018 signed by Atty. Alberto T. Escobarte with reference to DepEd Memo DM-PFO-2018-0411 dated March 24, 2018 signed by Under Secretary Jesus L.R. Mateo regarding on the LIS School Form Report Generation.
2. Kindly take note on paragraph 2 of the said memorandum which stated that "this Office shall allow the relaxing of some provisions of DO 11, s. 2018, particularly item no. 2, paragraphs 2 and 3 on page 4; paragraph 1, sentences 1 to 4 on page 7; and item no. 2.2 on page 8".
3. In addition, on paragraph 3 of the same memorandum that Class Advisers experiencing difficulty in downloading of SFs from the LIS may use SFs available through direct download in the DepEd website under the School and ALS Forms section of the Resources tab (<http://deped.gov.ph/resources/downloads/school-forms>). Thus, Class advisers are allowed to adjust/correct the LIS downloaded SFs for the current school year.
4. For additional details please refer to the attached memorandum.
5. For information, guidance and compliance.

For and in the absence of:

DR. WINNIE E. BATOON, CESE
Officer-In-Charge
Office of the Schools Division Superintendent

 4/13/18

FRANCIS JUDE D. ALCOMENDRAS
Officer-In-Charge
Administrative Officer V

DepEd Schools Division of Digos

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Encls: List Enclosures

References:

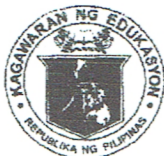
To be indicated in the Perpetual Index under the following subjects:
Policy, Instruction, Encoding

Department of Education: End of School Year 2017-2018 Updating of Learner information System (LIS) and Additional Data Requirements in the Enhanced Basic Education Information System (EBEIS) for SHS.

13 April 2018

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Records



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Memorandum

TO : ALL SCHOOLS DIVISION SUPERINTENDENTS

SUBJECT: LIS School Forms Report Generation

DATE : April 4, 2018

This is in reference to the attached Memorandum DM-PFO-2018-0411 dated March 24, 2018 signed by Undersecretary Jesus L.R. Mateo regarding on the LIS School Forms Report Generation.

Kindly take note on paragraph 2 of the said memorandum which stated that ***"this Office shall allow the relaxing of some provisions of DO 11, s. 2018, particularly item no. 2, paragraphs 2 and 3 on page 4; paragraph 1, sentences 1 to 4 on page 7; and item no. 2.2 on page 8"***. In addition, on paragraph 3 of the same memorandum that Class advisers experiencing difficulty in downloading of SFs from the LIS may use SFs available through direct download in the DepEd website under the School and ALS Forms section of the Resources tab (<http://deped.gov.ph/resources/downloads/school-forms>). Thus, Class advisers are allowed to adjust/correct the LIS downloaded SFs for the current school year. Other details please refer to the attached memorandum.

Immediate dissemination with this memorandum is earnestly desired.

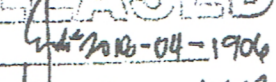

ATTY. ALBERTO T. ESCOBARTE, CESO III
Regional Director

Incl.: As stated.
Fn.: 2018Memo-PPRD/Apr.

ROP2/libd

DEPARTMENT OF EDUCATION ROXI
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Republic of the Philippines
Department of Education

Tanggapan ng Pangalawang Kalihim
Office of the Undersecretary

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MEMORANDUM
DM-PFO-2018-0411

TO: All Regional Directors
All Schools Division Superintendents
All School Heads

FROM: 
JESUS L.R. MATEO
Undersecretary

SUBJECT: LIS School Forms Report Generation

DATE: March 24, 2018

This is in relation to the on-going preparation of End of School Year (EoSY) reports at the school level as stipulated in DepEd Order No. (DO) 11, s. 2018. This Office has received feedback, through various channels, on the difficulty in downloading of School Forms (SFs) with pre-loaded data from the Learner Information System (LIS) due to congestion brought about by the huge volume of users and other technical issues. In order to resolve this difficulty, the Information and Communications Technology Service (ICTS) is in the process of undertaking system improvement measures.

In the interim, this Office shall allow the *relaxing of some provisions of DO 11, s. 2018, particularly item no. 2, paragraphs 2 and 3 on page 4; paragraph 1, sentences 1 to 4 on page 7; and item no. 2.2 on page 8.*

Class advisers experiencing difficulty in downloading of SFs from the LIS may use SFs available through direct download in the DepEd website under the School and ALS Forms section of the Resources tab (<http://deped.gov.ph/resources/downloads/school-forms>). Class advisers are likewise allowed to adjust/correct the LIS downloaded SFs for the current school year.

The instruction for the school system administrator to sign/initial on the SFs shall remain in effect. In addition, he/she must also affix a notation on each record with discrepancy in the system vis-à-vis manually-prepared/adjusted SFs. The school head, being the official accountable for all learners' records in the school, shall ensure all necessary adjustment will be done once LIS normalizes.

All other provisions of DO 11, s.2018 shall remain in effect and shall be implemented in full beginning SY 2018-2019.

For your information and guidance.

Planning Service

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