



September 17, 2018

Division Memorandum

No. **172** s. 2018

To : District Supervisors
Designated District Planning Coordinators
(Public Elem., Junior High School & Senior High School)

1. There will be Seminar-Workshops on **2018 LIS & EBEIS Validation** following the schedule below:

Date	Congressional District	Venue
Sept. 25, 2018	First Cong. District	Division Conference Room Third Floor
Sept. 26, 2018	Second Cong. District	
Sept. 27, 2018	Third Cong. District	

2. The activity intends to :
- review the reasons of issues and concerns arising from the process of LIS and EBEIS completion which has affected the accuracy and timeliness in meeting the required schedule set.
 - craft and agree on situational solutions to issues and concerns in order to lessen errors committed by teachers and those concerned.
 - come up with the Budget of Work for LIS of every teacher to lessen or eradicate mistakes / errors.
3. Meals and Snacks shall be served during the activity and shall be charged against EBEIS funds subject to the usual accounting and auditing rules and regulations
4. For your information and guidance.

WILFREDA D. BONGALOS, Ph.D., CESO V

Schools Division Superintendent

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