



Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
 Region VII, Central Visayas

**SCHOOLS DIVISION OF NEGROS ORIENTAL**  
 www.depednegor.net

May 15, 2018

**TRAVEL ORDER**  
 NO. 620, S. 2018

**TO** : MIRIAM LOU T. BATIANCILA  
 PLANNING OFFICER III

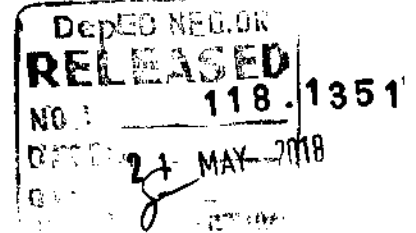
**NORBERTO L. BANATANTO JR.**  
 ADMINISTRATIVE ASST. II

**OFFICE** : PLANNING & RESEARCH SECTION-SGOD, Division of Negros Oriental

**PURPOSE** : To participate the "WORKSHOP ON DATA MANAGEMENT AND INFORMATION REQUIREMENTS FOR SY-2018-2019".

**DATE OF TRAVEL** : MAY 23-25, 2018



**VENUE/PLACE** : TBA



**ALLOWED/CHARGED TO:** (DIVISION MOOE funds subject to the usual accounting and auditing rules and regulations)

- \_\_\_\_\_ : Registration
- \_\_\_\_\_ : Meals and accommodation
- : Transportation/per diem & other incidental expenses

For the Schools Division Superintendent:

  
**FAY C. LUAREZ, Ed.D., Ph.D, TM**  
 OIC, Assistant Schools Division Superintendent  
 Office In-Charge 



Republic of the Philippines  
**Department of Education**

**Tanggapan ng Pangalawang Kalihim**  
Office of the Undersecretary

**MEMORANDUM**  
**DM-PFO-2018-0600**

**TO:** DepEd ARMM Secretary  
Regional Directors  
Schools Division Superintendents  
All Other Concerned

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

**SUBJECT:** **Workshop on Data Management and Information Requirements for SY 2018-2019**

**DATE:** 07 May 2018

The Department has facilitated the annual collection of data on basic education statistics, and encoding of learners' profile in all public & private schools, SUCs/LUCs offering basic education, and learning centers.

Through the information systems, LIS and EBEIS, the Department ensures that data and information collected are available, accurate and reliable for effective and efficient usage in the planning and budgeting particularly in the allocation of resources and setting of operation targets.

In this regard, the Planning Service through the Education Management Information System Division (EMISD) will conduct **Workshop on Data Management and Information Requirements for SY 2018-2019** on the following indicative dates and venues:

Cluster	Regions	Date	Venue
Luzon I	I, II, III and CAR	May 21-23, 2018	Manila
Luzon II	IVA, IVB, V and NCR	May 21-23, 2018	Manila
Visayas	VI, VII, and VIII	May 23-25, 2018	Cebu City
Mindanao I	IX, XII, and ARMM	May 28-30, 2018	General Santos City
Mindanao II	X, XI, and XIII	May 28-30, 2018	Cagayan de Oro City

The following are the objectives of the workshop:

1. Overview of the Official Data and Information SY 2017-2018
2. Present the Freedom of Information (FOI) and Data Privacy Act
3. Orient the participants on the data requirements for SY 2018-2019
  - Government Elementary School Profile
  - Government Junior High School Profile

- Government Senior High School Profile
  - Private School Profile & I.UCs/SUCs Profile
4. Update the Roles and Responsibilities of each level (CO, RO, SDO and Schools)
  5. Present the Key Performance Indicators (Definitions and Formula)
  6. Planning for the School Data Management Training

The following personnel are required to attend their respective workshops:

Regional Office/ Schools Division Office:

Planning Officer III  
Information Technology Officer I

Attached is the Indicative Program of Activities. Participants may check in at Day 0 and the first meal to be served is dinner of the same day. Check out is until 12:00 nn of Day 2 and last meal is pm snacks of the same day.

Transportation and other incidental expenses of all participants shall be charged against their local funds subject to the usual accounting and auditing rules and regulations.

For coordination and further clarification, kindly contact **Mr. Ariel C. Tandingan** of EMISD-PS through telephone number **(02) 638-2251** or email us at [ps.emisd@deped.gov.ph](mailto:ps.emisd@deped.gov.ph).

Exact venue will be announced through an advisory. Kindly register at <http://bit.ly/DATAMANAGEMENT2018>

Please be guided accordingly. Thank you.