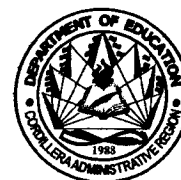




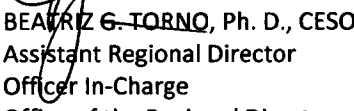
Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
Wangal, La Trinidad, Benguet



REGIONAL MEMORANDUM

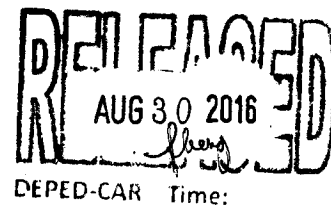
NO. **234-2016**

To: ALL SCHOOLS DIVISION SUPERINTENDENTS
CHIEFS OF RO DIVISIONS AND HEADS OF UNITS

From: 
BEATRIZ G. TORNO, Ph. D., CESO IV
Assistant Regional Director
Officer In-Charge
Office of the Regional Director

Date: August 23, 2016

Subject: **ORIENTATION-WORKSHOP ON THE ENHANCED BASIC EDUCATION INFORMATION SYSTEM (e-BEIS) AND USER ACCOUNTS FOR NEWLY APPOINTED DEPED-CAR REGIONAL OFFICE PERSONNEL AND UPDATES ON THE GUIDELINES OF THE SY 2016-2017 EBEIS, LIS, AND SHS ENCODING FOR DIVISION PLANNING PERSONNEL**



DEPED-CAR Time: _____

The Policy, Planning, and Research Division (PPRD) will conduct an Orientation-Workshop on the Enhanced Basic Education Information System (E-BEIS) and User Accounts for the newly appointed DepED-CAR Regional Office Personnel and Updates on the Guidelines of the SY 2016-2017 EBEIS, LIS, and SHS Encoding for Division Planning Personnel at the Stephen N. Capuyan Hall on September 20, 2016 for Regional Office Personnel and September 21, 2016 for Division Office Planning Personnel. The activity will start from 8:30 AM to 5:00 PM for both scheduled dates.

The activity aims to orient and equip the Regional Office participants on how to access, utilize, and generate data in the eBEIS and update the Division participants on the SY 2016-2017 EBEIS, LIS, and SHS encoding. The EMISD-Planning Service in charge of the EBEIS and LIS was invited to address issues and concerns to achieve 100% encoding and updating.

Participants to this activity are Regional Office Personnel needing various Basic Education data and Division Office Personnel directly in charge of Data Management. Regional Office participants are all newly appointed DepED-CAR Regional Office Personnel and those who did not attend any of the previous orientations conducted in 2014 and 2015. The names of consultants, resource speakers, and participants are as follows:

Regional Office: Day 1

- | | |
|--|--|
| 1. RD Beatriz G. Torno – Consultant | 20. Dwayne Ryland P. Colas – Admin-PSU |
| 2. ARD Soraya T. Faculo – Consultant | 21. Edralyn C. Ganga – Admin |
| 3. Pio D. Ecuán – Resource Speaker – PPRD | 22. Darwin Romano – Admin-PSU |
| 4. Janet M. Ambucay – Resource Speaker – PPRD | 23. Kevin Tadao – Admin-Records Section |
| 5. Jumar B. Yagoan – Resource Speaker – ORD-ICTU | 24. Belin Carbonel – Admin-Records Section |
| 6. Vandolph B. Flora – Resource Speaker – ORD-ICTU | 25. Corazon S. Alos – CLMD |
| 7. Patricia C. Dumaguig – PPRD | 26. Jennifer Ande – CLMD |
| 8. Rafaela S. Gawigawen – PPRD | 27. Romulo B. Basa – CLMD |
| 9. Crisanta P. Pantaleon – PPRD | 28. Patricio Dawaton – CLMD |
| 10. Cyrille Gaye B. Miranda – PPRD | 29. Laureen B. Likigan – CLMD |
| 11. Jennilyn B. Kitongan – PPRD | 30. Carmel F. Meris – CLMD |
| 12. Dumas D. Aban – PPRD | 31. Juliet B. Pontino – ESSD |
| 13. Katrina Ruth Versola – OARD | 32. John A. Domerez – Finance Division |
| 14. Georaloy I. Palao-ay – ORD-PAU | 33. Jema G. Pulquiso – Finance Division |
| 15. Janelle S. Dogao – ORD-LSU | 34. Ginadine Balagso – HRDD |
| 16. Atty. Vanessa B. Flora – ORD-LSU | 35. Emmanuela M. Gabol – HRDD |
| 17. Jeremy Kermit B. Padilla – ORD-ICTU | 36. Florence Balictan – QAD |
| 18. Karen Arceo – Admin-Cash | 37. Elfred C. Dalang – FTAD |
| 19. Jose Lorenzo C. Cobarrubias – Admin | |

Telephone Numbers:

| | | | | | | | |
|----------------------------|-----------|-------------------------------|-----------|------------------------------|-----------|---------------------------|----------|
| Office of the Director IV | -422-1318 | Budget and Finance Division | -422-5155 | Cash Section | -309-3017 | Record Section | -309-301 |
| Fax Machine | -422-4074 | Elementary Education Division | -422-7096 | Physical Facilities Unit/ICT | -309-3011 | Payroll Services Unit | -424-399 |
| Office of the Director III | -309-3013 | Alternative Learning System | -422-5187 | Regional Planning Unit | -309-1234 | Special Services Division | -424-516 |
| Administrative Division | -422-1804 | Secondary Education Division | -309-3014 | Supply Unit | -422-2198 | Commission on Audit | -4227434 |

Division Office: Day 2

1. RD Beatriz G. Torno – Consultant
2. ARD Soraya T. Faculo – Consultant
3. Jonathan Diche – Resource Speaker - EMISD-Planning Service, DepED Central Office
4. Deogracias Genito – Resource Speaker - EMISD-Planning Service, DepED Central Office
5. Pio D. Ecuán – Resource Speaker – PPRD
6. Janet M. Ambucay – PPRD Implemented as scheduled. Re-orientation and encoding for Upper Apayao Schools (4 Districts = 115 schools) was done in Cagayan since there is no internet signal in most areas of Upper Apayao
7. Patricia C. Dumaguing – PPRD
8. Rafaela S. Gawigawen – PPRD
9. Crisanta P. Pantaleon – PPRD
10. Cyrille Gaye B. Miranda – PPRD
11. Jennilyn B. Kitongan – PPRD
12. Dumas D. Aban - PPRD
13. Meldie M. Damian or Jaeriel R. Bersamina - Abra
14. 1 Division Planning Staff - Abra
15. Geraldine A. Pelovello – Apayao
16. Marco L. Pagulayan – Apayao
17. Olivia O. Gomez or Reynalyn T. Padsoyan – Baguio City
18. 1 Division Planning Staff – Baguio City
19. Jeanette I. Kiong or Sharon B. Angupa – Benguet
20. 1 Division Planning Staff – Benguet
21. Margie Ngikit – Ifugao
22. Samuel T. Tayaban – Ifugao
23. Estrelita R. Lacuesta or Evelyn A. Nalliw – Kalinga
24. 1 Division Planning Staff – Kalinga
25. Jasmin Angela A. Calngan - Mt. Prov.
26. Nemias N. Lite – Mt. Prov.
27. Efren Y. Danag – Tabuk City
28. 1 Division Planning Staff - Tabuk City

Each participant shall bring his/her own extension cord, laptop, tablet, desktop, or any other gadget that can access the internet. Snacks and lunch will be provided for the Regional Office participants of Day 1, while accommodation, meals and snacks will be provided for the participants of Day 2 subject to the usual accounting and auditing rules and regulations. Accommodation of Division Office participants shall be on a first come, first serve basis. Reservations shall be made directly to the Dormitory Manager at telephone number 074-422-5500. Travel expenses of Division Office participants shall be charged to local funds.

Attendance of all concerned is enjoined.

Wide dissemination of this Memorandum is desired.