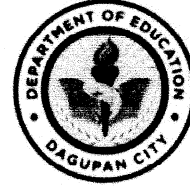




Republic of the Philippines
DEPARTMENT OF EDUCATION
Region I
SCHOOLS DIVISION OFFICE
DAGUPAN CITY



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BY: [Signature] 11:01
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Division Memorandum No. 352 s. 2018

To: Public & Private EBEIS Coordinators both Elementary and Secondary
From: Office of the Schools Division Superintendent
Date: October 22, 2018
Subject: **Orientation on the Uploading and Validation of Data in the Enhanced Basic Education Information System (EBEIS)**

1. The Schools Division of Dagupan City will conduct an Orientation on the Uploading and Validation of Data in the Enhanced Basic Education Information System (EBEIS) on October 26 and 30, 2018 at the SGOD Office, SDO Dagupan City, 8:00 in the morning.

DESCRIPTION	DATE
Public Elementary & Secondary Schools	October 26, 2018
Public Elementary & Secondary Schools	October 30, 2018

2. The workshop aims to orient the key personnel on the validation of data elements, uploading the data on the Enhanced Basic Education Information System (EBEIS).
3. Participants are the EBEIS School Coordinators
4. To facilitate the activities during the workshop, participants are required to bring the following:
 - a. One (1) laptop per school with power extension cord;
 - b. Portable WIFI device for internet connectivity;
 - c. Accomplished School Profile SY 2018-2019;
 - d. Reports on the number of teachers, rooms, classes and seats (for public school only)
5. Lunch, snacks and materials shall be charged against EBEIS/LIS funds subject to usual accounting and auditing rules and regulations.
6. For information, guidance and compliance

[Signature]
LORNA G. BUGAYONG, CESO VI
Schools Division Superintendent
[Signature]