



Republic of the Philippines
Department of Education
Caraga Region
SCHOOLS DIVISION OF SURIGAO DEL SUR

Office of the Schools Division Superintendent

Date: April 7, 2021

Division MEMORANDUM
No. 166, s. 2021

**SCHEDULE OF DIVISION TABLE VALIDATION OF BASIC EDUCATION
INFORMATION SYSTEM (BEIS) SCHOOL PROFILE PER
CURRICULAR OFFERING CLASSIFICATION (COC)**

To: Public Schools District Supervisors/District In-Charge
Public and Private Elementary and Secondary School Heads
This division

1. Per DepEd Order No. 027, s. 2019, *Guidelines on the Yearly Collection of Data/ Information Requirements and Validation Processes*, public and private elementary, junior and senior high schools offering Kindergarten to Grade 12 are directed to update their school's profile and other data elements in the Basic Education Information system (BEIS) through the accomplished data gathering forms
2. As stated in the said DepEd Order, to ensure the accuracy and quality of data reported by schools in the BEIS, school's profiles are to be validated by the Division Planning Officer and the different focal persons.
3. In line with this, there will be a Division Table Validation of School's Profile per Curricular Offering (COC) this coming April 12 -May 4, 2021. The schedule is as follows:

Date	Districts	Venue
April 12	Lingig I, II & III	Lingig NHS
April 13	Hinatuan North, South & West	Hinatuan NCHS
April 14	Tagbina I, II & III	Tagbina CES
April 15	Barobo I, II & III	Barobo TES
April 16	Liang I & II	Liang CES
April 19	San Agustin I & II	San Agustin CES
April 20	Marihatag	Marihatag CES
April 21	Cagwait I & II	Unidad NHS
April 22	Bayabas	Unidad NHS
April 23	Tago I, II & III	Falcon MES
April 26	San Miguel I, II & III	San Miguel NHS
April 27	Cortes I & II	Felisberto Verano NHS
April 28	Lanuza	Lanuza CES
April 29	Carmen	Carmen CES
April 30	Madrid I & II	Madrid CES
May 3	Cantilan I & II	Cantilan Pilot ES
May 4	Carrascal	Carrascal CES



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4. The Division Table Validation will be conducted by the Division Planning Officer III, Planning Staff and the Administrative Officer II assigned.
5. During the validation, School Heads are required to bring their MOVs to support their data in the BEIS. Attached to this memo is the Checklist of Documents to be presented.
6. In addition, District Coordinators and Public Schools District Supervisors/ District In-Charge shall sign the forms to be validated in the division level certifying the correctness of the data. They shall also be responsible and accountable for any inaccuracy of false data/ information reports as indicated in the BEIS Forms
7. The validated school profile shall be submitted to the Planning Office to be used in the validation of the uploaded school's profile in the BEIS site.
8. The Division will monitor the status of school's submission online and shall ensure finalization prior to deadline. Any discrepancy between the validated hard copy and uploaded school profile shall be dealt with accordingly.
9. Widest dissemination of this memorandum is highly recommended.

JOSITA B. CARMEN, CESO V
Schools Division Superintendent

Encl.: None

Reference: DepEd Order No. 027, s. 2019

To be indicated in the Perpetual Index
under the following subjects:

BEIS

LIS

Data Gathering Forms

UPG//DM- Schedule of Division Table Validation of BEIS School Profiles
166/April 7, 2021



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**MONITORING TEMPLATE TO BE USED IN THE BEIS VALIDATION
PER DEPED ORDER NO. 027, S. 2019**

School: _____

District: _____

Data Element	Document (s) to be presented	Findings	Date of Validation
Curriculum Related data on learners	School Form 1		
DRRM and other related activities	Accomplishment Report, Pictures		
Teaching and Non-Teaching Personnel	List of Personnel, PSIPOP		
Computer, Internet and other ICT equipment	List of ICT equipment		
MOOE	Data from the Bookkeeper		
Instructional/ Non-Instructional Rooms including electricity, water and other sanitation facilities, School Location, Travel details	Inventory of classrooms		
School Health Nutrition including solid waste management, tobacco control	Data from the District Nurse		
School Government Program (Youth Formation, SPG and SSG)	Accomplishment Report, Pictures		
Child Protection Policy/ Career Guidance	Child Protection Policy, Accomplishment Report, Pictures		

Name and Signature of Validator



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