



Republic of the Philippines  
**Department of Education**  
Region VII – CENTRAL VISAYAS  
**SCHOOLS DIVISION OF BOHOL**

Office of the Schools Division Superintendent

February 16, 2022

**DIVISION MEMORANDUM**

No. 0087, s. 2022

**DAILY UPDATING OF LEARNERS' VACCINATION STATUS**

TO: Public Schools District Supervisors  
Public School Heads  
LIS / EBEIS / ICT Coordinators  
All Concerned

1. Attached is the DepEd Memorandum OUCOS-PS-2022-12, dated February 7, 2022, signed by Atty. Nepomuceno A. Malaluan, Undersecretary and Chief of Staff, RE: DAILY UPDATING OF LEARNERS' VACCINATION STATUS, which is self – explanatory.
2. All school LIS Coordinators are directed to regularly update and encode the learners' information regarding their vaccination status in preparation for the introduction of face-to-face classes in the basic education.
3. Please see also attached User Guide of the tagging facility in the Learners Information System (LIS) or you can visit the link <https://lis.deped.gov.ph/support/Manuals/Learner-Vaccination-Tagging-2021.pdf>, for your guidance.
3. Immediate dissemination of this memorandum is desired. Thank you.

  
**BIANITO A. DAGATAN EdD, CESO V**  
Schools Division Superintendent



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Republic of the Philippines  
**Department of Education**  
PLANNING SERVICE

Office of the Director

MEMORANDUM  
OUCCS-PS-2022-012

TO: REGIONAL DIRECTORS  
SCHOOL DIVISION SUPERINTENDENTS  
REGIONAL & DIVISION PLANNING OFFICERS  
PUBLIC ELEMENTARY AND SECONDARY SCHOOL HEADS  
ALL OTHERS CONCERNED

FROM:   
Roger B. MASAPOI  
*Dir. to C Planning Service*

SUBJECT: Daily Updating of Learners' Vaccination Status

DATE: 07 February 2022

In line with the Department of Education's effort to reintroduce face-to-face classes in basic education, and in support to national government's vaccination drive for learners, a tagging facility for COVID-19 learner vaccination has been recently deployed in the Learner Information System. The tagging facility was designed to collect learners' vaccination data and monitor the progress of vaccination.

In line with this, all LIS coordinators are directed to regularly update and encode the learners' information regarding their vaccination status. Regional and Division Planning Officers are enjoined to monitor and provide technical assistance to school with challenges on encoding. We are monitoring these data for the implementation of the limited face-to-face classes.

For immediate dissemination and strict compliance.

Noted.

  
ATTY. NEP MUCENO A. MALALUAN  
Undersecretary and Chief of Staff



# COVID-19 Learner Vaccination Tagging

November 26, 2021

## Reminders:

- This facility will be placed under **Update Other Data** as this a permanent record.
- Available to all learners in all sectors and grade levels.
- The following validation will be applied:
  - Date of 1<sup>st</sup> shot will not be later than the date of Full Vaccination; or
  - Date of Full Vaccination should not be earlier than date of 1<sup>st</sup> Shot
  - Cannot set future date
  - Learners vaccinated with Janssen should enter the date under Full Vaccination.

## Steps:

1. Go to LIS website <http://lis.deped.gov.ph/> and login using the School user account.

Please sign in

Sign in

Forgot password?

For class advisers, request School Head or designated school system administrator to reset password. For school heads, request Division Planning Officer to reset password.

2. Once logged-in, click the Learner Information System link.

DepEd Apps

Learner Information System

Enhanced Basic Education Information System

School Building Information System (For CO - EFD Personnel Only)

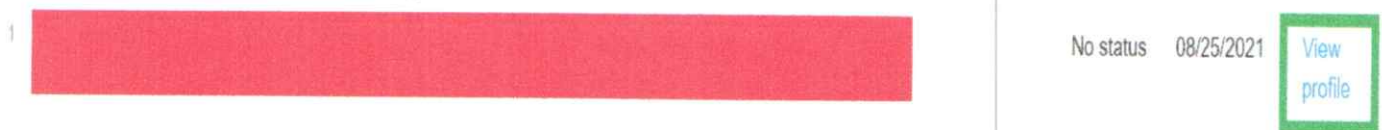
## Steps:

3. Click the **List of Classes** menu, then select the class.  
If the learner is SHS, click the **Senior High School** menu, click the **List of Classes**, then select the class.

4. For existing learners, click the **Profile** button, then click the **Update other data** button.



For existing SHS learners, click the **View Profile** button, then click the **Update Profile** button.



## Steps:

5. For learners who are not yet enrolled in the LIS, follow the enrollment procedure.
6. If the learner has already got vaccinated, select the **YES** option, then fill out the dates of **1<sup>st</sup> shot** and/or **Full vaccination**.

### Vaccination

Is the learner vaccinated against COVID-19?

**Yes**    **No**

1st Shot      Month      ▾      Day      ▾  
Year      ▾

Full  
Vaccination      Month      ▾      Day      ▾  
Year      ▾

*\* If the learner was vaccinated with Janssen, enter the date under full vaccination*

## Steps:

7. A notification message will appear upon clicking the

**Learner profile updated.**

For new learners, click the Enroll button. The

**Learner enrolment saved.**

