



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
Schools Division of Bohol

Office of the Schools
Division Superintendent

April 20, 2026

DIVISION MEMORANDUM
No. 250, s. 2026

CONDUCT OF ONLINE ORIENTATION ON THE DATA COLLECTION AND ENCODING OF SCHOOL-LEVEL DATA IN THE BASIC EDUCATION INFORMATION SYSTEM (BEIS) FOR SCHOOL YEAR 2025-2026

To: **Assistant Schools Division Superintendent**
Chief SGOD and OIC - CID
Public Schools District Supervisors (PSDSs)
School Heads (Public and Private)
Administrative Officers II (District/ School-based)
All Others Concerned

1. In line with DepEd Order No. 27, s. 2019 entitled “**Guidelines on the Yearly Collection of Data/ Information Requirements and Validation Processes**”, this Office shall conduct an **Online Orientation on BEIS Data Collection and Encoding for School Year 2025-2026**.
2. The activity aims to:
 - a) Orient the participants on the changes deployed in the BEIS data gathering forms;
 - b) Establish common understanding on the proper manner of reporting and validating the data; and
 - c) Provides updates on the data collection activities.
3. The orientation will be conducted virtually via MS Teams on the following schedule:

Date	Time	Participants	Meeting Link
April 23, 2026	9:30 AM- 11:00 AM	School Heads/ Administrative Officer II/ School Registrars	http://url.depedbohol.org/BEIS-UPDATES-GSP2026
	1:30 PM- 3:00 PM	Private School Heads/ BEIS Coordinators	http://url.depedbohol.org/BEIS-PSP-SY2526

4. It is advised that the participants will cluster in one venue with fast internet connection if possible.
5. Please be informed that the BEIS Data Gathering Forms are not yet available in the Learner Information System (LIS), a separate memorandum will be issued relative to this.
6. For technical assistance, participants may coordinate with the SGOD- Planning and Research Section or email us at sdobohol.planning@gmail.com.
7. Immediate dissemination of, and strict compliance with, this Memorandum is hereby directed.


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Schools Division Superintendent