DIVISION MEMORANDUM
No. 198, s. 2021

March 18, 2021

VIRTUAL RE-ORIENTATION ON THE COLLECTION OF DATA REQUIREMENTS FOR SCHOOL YEAR 2020-2021 AND UPLOADING IN THE BASIC INFORMATION SYSTEM (BEIS)

To: Airon M. Alejandro – Planning Officer III
Reyzen O. Monserate – PDO II
Hazel Marie L. Escabillas – Nurse II
Myhrra Faye L. Bontia – AO IV (HRMO)
Xavier S. Fuentes – SEPS – Planning and Research
Gemma P. Salanga – EPS – Division SPED Focal
Stephen R. Pascual – Division ITO
Public and Private School Heads
Public and Private EBEIS Coordinators

1. Relative to the Collection of Data/Information on Basic Education Information System (BEIS), the Planning Section will conduct a one (1) day Virtual Re-Orientation on the Collection of Data Requirements for School Year 2020-2021 and Uploading in the Basic Education Information System (BEIS) on the following schedules;

<table>
<thead>
<tr>
<th>Date</th>
<th>Sector</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 24, 2021</td>
<td>Public Schools</td>
<td>8:00am – 12:00pm</td>
</tr>
<tr>
<td></td>
<td>Elementary</td>
<td></td>
</tr>
<tr>
<td>March 24, 2021</td>
<td>Public Schools</td>
<td>1:00pm – 5:00pm</td>
</tr>
<tr>
<td></td>
<td>Secondary</td>
<td></td>
</tr>
<tr>
<td>March 31, 2021</td>
<td>Private Schools</td>
<td>8:00am – 12:00pm</td>
</tr>
</tbody>
</table>

2. The participants of the said activity are Public and Private School Heads, BEIS Coordinators and Selected Division Personnel. The meeting link shall be posted in both public and private school group chats on March 23, 2021.

3. For your guidance and compliance.

Cristy C. Epe
Schools Division Superintendent

Encls: As stated
References: As stated
To be indicated in the Perpetual Index under the following subjects:
SGOD PLANNING AND RESEARCH SECTION ORIENTATIONS AND SEMINARS
Airon: Virtual Re-Orientation on the Collection of Data Requirements for School Year 2020-2021 and Uploading in the Basic Education Information System (BEIS)
18 March 2021