



Republic of the Philippines
Department of Education
DIGOS CITY DIVISION

Office of the Schools Division Superintendent

October 02, 2023

DIVISION MEMORANDUM

No. 119, s. 2023

**BEGINNING OF SCHOOL YEAR (BOSY) 2023-2024 ENCODING
IN THE LEARNER INFORMATION SYSTEM (LIS)**

To : Public Schools District Supervisors
Private School Focal Person
Public and Private School Heads

1. Attached herewith is the Unnumbered DepEd Memorandum signed by Nolasco A. Mempin - Undersecretary for Administration, Revsee A. Escobedo - Undersecretary for Operations, Noel T. Baluyan - Assistant Secretary for Administration, Officer-In-Charge, Planning Service re: **“Beginning of School Year (BOSY) 2023-2024 Encoding in the Learner Information System”**.
2. The Department of Education (DepEd) announces that the **Beginning of School Year encoding in the LIS shall start on 18 September 2023 and end on 30 October 2023.**
3. All public and private schools, State Universities and Colleges (SUCs) and Local Universities and Colleges (LUCs), and Philippine School Overseas (PSO) offering basic education in the country and abroad, and Alternative Learning System (ALS) Community Learning Centers (CLCs) are directed to encode and update their learners' data in the LIS.
4. Moreover, all schools shall ensure that all information provided therein is accurate and correct since the BOSY enrollment data is the only source of the official enrollment data release by DepEd. It is also reiterated that the BOSY data encoded in the LIS are crucial in planning, allocation of available resources, policy formulation, and evidence-based decision-making of the Department as well as in facilitating the billing of government assistance and subsidies.



Address: Roxas cor. Lopez Jaena Street, Zone II, Digos City (8002)
Telephone Nos.: (082) 553-8375; (082) 553-8396



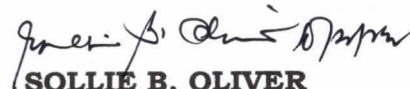
Republic of the Philippines
Department of Education
DIGOS CITY DIVISION


Office of the Schools Division Superintendent

6. All public schools are requested to intensify Child Finding or Child Mapping activities in their locality to ensure that all school-age children are enrolled in schools.
7. For strict compliance.

MELANIE P. ESTACIO
Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent

For and in the absence of the SDS:


SOLLIE B. OLIVER
Chief ES SGOD

DepEd Schools Division of Digos City
RECORDS SECTION
RELEASED
27-109569
DATE: OCT 04 2023 TIME: 2:00pm
BY: 

Enclosed: As stated.

SGOD/PRME/ama



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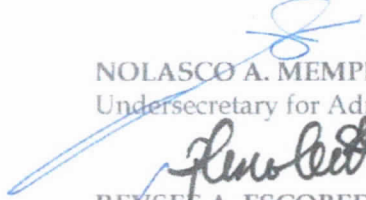
Republic of the Philippines
Department of Education
PLANNING SERVICE

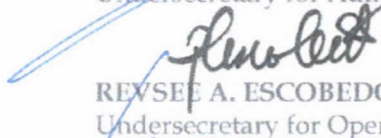
Office of the Director

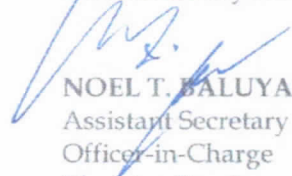
18 September 2023

MEMORANDUM

FOR: MINISTER, BASIC, HIGHER AND TECHNICAL EDUCATION,
BARMM
REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS
REGIONAL PLANNING OFFICERS
ALL OTHERS CONCERNED

FROM: 
NOLASCO A. MEMPIN
Undersecretary for Administration


REYSEE A. ESCOBEDO
Undersecretary for Operations


NOEL T. BALUYAN
Assistant Secretary for Administration
Officer-in-Charge
Planning Service

SUBJECT: BEGINNING OF SCHOOL YEAR (BOSY) 2023-2024
ENCODING IN THE LEARNER INFORMATION SYSTEM (LIS)

The Department of Education (DepEd) announces that the **Beginning of School Year 2023-2024 encoding in the LIS shall start on 18 September 2023 and end on 30 October 2023.**

All public and private schools, State Universities and Colleges (SUCs) and Local Universities and Colleges (LUCs), and Philippine School Overseas (PSO) offering basic education in the country and abroad, and Alternative Learning System (ALS) Community Learning Centers (CLCs) are directed to encode and update their learners' data in the LIS. Moreover, all schools shall ensure that all information provided therein is accurate and correct since the BOSY enrollment data is the only source of the official enrollment data released by DepEd.

We would also like to reiterate that the BOSY data encoded in the LIS are crucial in planning, allocation of available resources, policy formulation, and evidence-based



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decision making of the Department as well as in facilitating the billing of government assistance and subsidies.

The Regional Planning Officers (RPOs) and Division Planning Officers (DPOs) shall provide necessary technical assistance to schools that encounters difficulty in encoding their BOSY enrollment in the LIS and monitor the participation of all schools under their respective jurisdiction.

Furthermore, all public schools are requested to intensify Child Finding or Child Mapping activities in their locality to ensure that all school-age children are enrolled in schools.

For further clarifications or questions, please do not hesitate to contact the **Planning Service-Education Management Information System Division** (PS-EMISD) through their email address ps.emisd@deped.gov.ph.