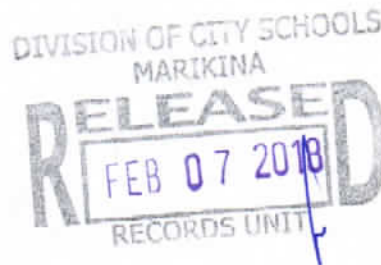




REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF EDUCATION
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE – MARIKINA CITY

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February 5, 2018

DIVISION MEMORANDUM
NO. 31, S. 2018

TO: OIC, Office of the Asst. Schools Division Superintendent
Chief, Curriculum Implementation Division
Chief, School Governance and Operations Division
Elementary and Secondary Principals
Officers-In-Charge
Public Schools Only

ORIENTATION ON THE ADOPTION OF NEW FORMS, BASIC EDUCATION ENROLLMENT POLICY, AND OTHER LIS-EBEIS ISSUES AND CONCERNS FOR SY 2017-2018

1. The field is hereby informed that the Schools Division Office will conduct a whole day Orientation on the Adoption of New Forms, Basic Education Enrollment Policy, and Other LIS-EBEIS Issues and Concerns for School Year 2017-2018 at the Learning Resource Center, Jesus Dela Peña National High School on February 7, 2018 from 8:00 A.M. to 5:00 P.M.
2. This activity aims to:
 - ◆ provide participants with accurate information on the adoption of new forms, basic education enrollment policy, and other LIS-EBEIS Issues and Concerns for SY 2017-2018;
 - ◆ ensure effective implementation of D.O. 58, s. 2017
3. There will be two participants from each school in this activity:
 - a. School head (no proxy allowed)
 - b. 1 focal person in charge of School Forms (LIS/BEIS/Registrar)
4. Attached is the program flow of this activity for your guidance and reference.
5. Immediate and wide dissemination of this Memorandum is desired.


SHERYL T. GAYOLA
OIC, Schools Division Superintendent

Date: February 7, 2018
Time: 8:00 a.m. – 5:00 p.m.
Venue: Learning Resource Center, Jesus dela Peña National High School

**ORIENTATION ON THE ADOPTION OF NEW
FORMS, BASIC EDUCATION ENROLLMENT POLICY,
AND OTHER LIS-EBEIS ISSUES AND CONCERNS FOR
SY 2017-2018**



Department of Education
National Capital Region
SCHOOLS DIVISION OFFICE – MARIKINA CITY



EXECUTIVE COMMITTEE

Ms. SHERYLL T. GAYOLA

Officer-in-Charge

Office of the Schools Division Superintendent

Chairperson

Dr. ELISA O. CERVEZA

Chief Education Supervisor, CID

Dr. ELIZALDE Q. CENA

Chief Education Supervisor, SGOD

Vice-Chairperson

OVERALL CHAIRPERSON

Ms. DORIS JASME,

Planning Officer

Ms. LEAH A. DE LEON

Education Program Supervisor

WORKING COMMITTEE

Registration/Program & Invitation:	Ms. JESSICA S. MATEO, EPS
Food and Venue:	Dr. NANCY E. SUEGAY, PSDS
Documentation:	Ms. JANET S. CAJUGUIRAN, EPS
Assessment & Evaluation:	Dr. BENJAMIN CRUZ JR., SEPS
Certificates:	Ms. ANNA JAPONE, PSDS
Sounds/Technical:	Mr. RYAN LEE REGENCIA, ICTU

**ORIENTATION ON THE ADOPTION OF NEW FORMS, BASIC EDUCATION ENROLLMENT
POLICY, AND OTHER LIS-EBEIS ISSUES AND CONCERNS FOR SY 2017-2018**

February 7, 2018 | 8:00 A.M. - 5:00 P.M.

TRAINING MATRIX

TIME		
8:00 A.M. –	Registration	Jessica Mateo
8:30 A.M. –		Education Program Supervisor
8:31 A.M. –	National Anthem/Prayer	Audio-Visual Presentation
9:00 A.M. –		
9:01 A.M. –	Opening Remarks	SHERYLL T. GAYOLA
9:15 A.M. –		OIC, SDS
9:16 A.M. –	Statement of Purpose/ DepEd Order No. 58, s.	Dr. ELISA O. CERVEZA
9:30 A.M. –	2017	Chief Education Supervisor, CID
9:30 A.M. –		SNACKS
9:45 A.M. –		
9:45 A.M. –	Guidelines on the Adoption of New School	Ms. LEAH A. DE LEON
11:00 A.M. –	Forms (DepEd Order 58, s. 2017)	Education Program Supervisor
11:00 A.M. –	Highlights of the Proposed Guidelines for the	Ms. LILIA G. GARPERIO
12:00 A.M. –	Annual Checking and Validation of School	Public Schools District Supervisor
	Forms	
12:00 NN –		LUNCH
1:00 P.M. –		
1:00 P.M. –	School Forms Checking Report (SFCR)	Dr. NIDA P. ANDRADA
2:00 P.M. –		Public Schools District Supervisor
2:00 P.M. –	Guidelines on the Preparation and Evaluation	Mr. GALCOSO C. ALBURO
3:00 P.M. –	of School Forms	Education Program Supervisor
3:00 P.M. –		SNACKS
3:15 P.M. –		
3:15 P.M. –	Guidelines on Basic Education Enrollment	Ms. DORIS JASME
4:15 P.M. –	Policy	Planning Officer
4:15 P.M. –	LIS – EBEIS Issues and Concern	
4:45 P.M. –		
4:45 P.M. –		Closing Program
5:00 P.M. –		
	Master of Ceremonies:	Ms. LEILANI N. VILLANUEVA, EPS