



Republic of the Philippines
Department of Education
Region VIII

SCHOOLS DIVISION OF NORTHERN SAMAR

September 18, 2023

Division Memorandum

No. 216 s. of 2023

CAPABILITY BUILDING OF LIS COORDINATORS/SCHOOL ICTs, SENIOR HIGH SCHOOL REGISTRARS, and SCHOOL HEADS

TO: Assistant Schools Division Superintendent
CID and SGOD Chief
Education Program Supervisors
District Heads
Public Elementary and Secondary School Heads
Private School Heads
Public School ICT/ School LIS Coordinator
Senior High School Registrar
All Others Concerned

1. In line with the yearly collection of data requirements, this office informs the field on the conduct of the Capability Building of LIS Coordinators/School ICTs, Senior High School Registrar and School Heads on September 25-28 and October 2-4, 2023 at JS Building, Catarman Northern Samar.
2. This activity aims to:
 - 2.1 Provide information on existing policies and system management of Basic Education Information System (BEIS);
 - 2.2 Ensure the accuracy and quality of data to be reported in the system;
 - 2.3 Equip the schools on the data information/requirement, definitions, and functionalities of the LIS/BEIS.
3. The participants required to attend to this activity are:
 - 3.1 Public Elementary School Heads
 - 3.2 Public Secondary School Heads
 - 3.3 Private School Head/Administrator
 - 3.4 School ICTs or School LIS Coordinator
 - 3.5 Senior High School Registrar
4. This memorandum shall serve as travel authority of the participants.
5. The schedule by batch is provided in the attached enclosure.
6. Immediate dissemination and strict compliance of this Memorandum is desired.

GAUDENCIO C. ALJIBE JR, PhD, CESO VI
OIC-Schools Division Superintendent



"Soar High, Northern Samar Division!"



Participants

Batch 1 Sept. 25, 2023	Batch 2 Sept. 26, 2023	Batch 3 Sept. 27, 2023	Batch 4 Sept. 28, 2023
Allen I	Catarman II	Mondragon I	Las Navas I
Allen II	Catarman IV	Mondragon II	Las Navas II
Biri	Catarman V	Mondragon III	Las Navas III
Bobon	Lavezares I	Rosario	Mapanas
Capul	Lavezares II	San Antonio	Palapag I
Catarman I	Lope de Vega	San Isidro I	
Catarman III		San Isidro II	
Catarman VI		San Jose	

Batch 5 Oct. 2, 2023	Batch 6 Oct. 3, 2023	Batch 7 Oct. 4, 2023
Catubig III	Catubig I	Palapag II
Gamay I	Catubig II	Palapag III
Laoang I	Gamay II	Pambujan I
Laoang II	Laoang III	Pambujan II
Laoang V	Laoang IV	San Roque
Lapinig	San Vicente	Silvino Lubos
	Victoria	

Program Management Team

NAME	DESIGNATION
Gaudencio C. Aljibe Jr.	Activity Manager
Crista Joy C. Abogadie	Co-activity Manager
Noe M. Hermosilla	Onsite Manager
Elna D. Enano	Co-onsite Manager
Robert T. Orias Jr	Program Owner/Facilitator
Jocelyn I. Acebuche	Program Owner/Facilitator
Atty. Risty Adarayan	Facilitator
Rolando P. Lucenecio	Facilitator
Dr. Warren L. Otadoy	Facilitator
Merlita B. Fajardo	QAME Manager
Myra L. Bonafe	Support Staff
Andrew P. Palloc	Support Staff