



Department of Education

Region V

DIVISION OF CAMARINES SUR  
Freedom Sports Complex, San Jose, Pili, Camarines Sur



June 20, 2015

DIVISION MEMORANDUM No. 131 s. 2016

TRAINING-WORKSHOP ON DATA MANAGEMENT AND ACTION RESEARCH  
PREPARATION

TO: Public Schools District Supervisors  
Elementary & Secondary Principals/School Heads  
All other concerned

1. In line with the Department of Education's implementation of the Enhanced Basic Education Information System (EBEIS) and Learner Information System (LIS), a Division Roll-out on Data Management and Information Technology Workshop for s/y 2016-2017 and Action Research Preparation will be conducted in different batches to all public elementary and secondary school heads on the following dates and venue:

DATE	BATCH	DISTRICTS	EXPECTED NUMBER OF PARTICIPANTS	VENUE
July 4, 2016	1	Del Gallego, Cabusao, Lupi, Libmanan South & Camaligan	109 (1 per school)	Division Conference Hall
July 5, 2016	2	Milaor-Gainza, Minalabac, Pasacao & San Fernando	103 (1 per school)	
July 6, 2016	3	Canaman, Magarao-Bombon, Ocampo & Bula	106 (1 per school)	
July 7, 2016	4	Lagonoy North, Lagonoy South, Parubcan-Presentacion & Siruma	105 (1 per school)	
July 8, 2016	5	Balatan, Buhi, Nabua East & Nabua West	103 (1 per school)	
July 11, 2016	6	Bato, Sipocot North & Ragay	102 (1 per school)	
July 12, 2016	7	Pamplona, Libmanan North & Pili	106 (1 per school)	
July 13, 2016	8	Tigaon, Goa & Calabanga	106 (1 per school)	
July 14, 2016	9	Garchitorena, San Jose, Tinambac North & Tinambac South,	110 (1 per school)	
July 15, 2016	10	Baao, Sipocot South & Caramoan	113 (1 per school)	

2. This activity aims to:

- explain the processes and guidelines in using the enhanced Basic Education Information System and Learner Information System for registering, enrolling and updating learner profiles;
- gather feedback on the current use of the information system and technology in schools; and
- ensure sustainability and minimize technical difficulty; and
- discuss the format and signatories of an action research proposal

3. Expected participant is either the School head, School ICT Coordinator or LIS Coordinator. They should bring laptop, extension cord, Pocket WiFi/Broadband and food.

4. Transportation expenses shall be charged to MOOE subject to the usual accounting and auditing rules and regulations.

5. For information, guidance and dissemination.