

DEPARTMENT OF EDUCATION Region X-Northern Mindanao

DIVISION OF MALAYBALAY CITY





Deped-MALAYBALAY CITY DIVISION
RELEASED

MEMORANDUM

To :

PRIVATE KINDERGARTEN, ELEMENTARY AND SECONDARY SCHOOLS HEADS / OICs

Thru: LETICIA N. PALLE

Division Private School Coordinator

This Division

From:

EDILBERTO L. OPLENARIA

Schools Division Superintendent Division of Malaybalay City

Date

May 3, 2013

Re :

SUBMISSION OF THE REVISED EBEIS PRIVATE SCHOOL PROFILE (PSP) FOR THE END

OF SCHOOL YEAR (EOSY) 2012-2013

1. In pursuant to the enclosed DepEd Order No. 24, s. 2013 re: "Revision of the Enhanced Basic Education Information System (EBEIS) Data Gathering Forms for the End of the School Year (EOSY) 2012-2013" dated April 26, 2013, content of which is self-explanatory.

- 2. In view hereof, you are hereby required to submit the accomplished and duly signed Private School Profile for the end of SY 2012-2013 (data as of March 31, 2013) on or before May 20, 2013 to the Schools Division Superintendent attention Division Planning Unit for consolidation, validation and online submission.
- 3. Enclosed is the revised template of PSP EOSY 2012-2013 Data Gathering Form. The instructions stipulated in the PSP form shall be strictly followed.
- 4. Immediate dissemination of and strict compliance with this Order is directed.



Republic of the Philippines

Department of Education

26 APR 2013

DepEd ORDER No. **24**, s. 2013

REVISION OF THE ENHANCED BASIC EDUCATION INFORMATION SYSTEM (EBEIS) DATA GATHERING FORMS FOR THE END OF SCHOOL YEAR (EOSY) 2012-2013

To: Undersecretaries. Assistant Secretaries Bureau Directors Directors of Services, Centers and Heads of Units Regional Secretary, ARMM Regional Directors Schools Division/City Superintendents Heads, Public Elementary and Secondary Schools All Others Concerned

- To ensure the appropriateness and relevance of data collected through the Enhanced Basic Education Information System (EBEIS), the Research and Statistics Division-Office of Planning Service (RSD-OPS) conducted series of consultations and meetings with several stakeholders.
- The data collection, processing and validation of school statistics shall begin with the Revision of the Enhanced Data Gathering Forms for the End of the School Year (EOSY) 2012-2013.
- 3. The following new data elements and definitions were included:

Government Elementary School Profile and Government Secondary School Profile (GESP/GSSP)

Table A. Pupil Data and Table A. Student Data:

- Number of Late Enrollees refers to pupils who entered the school after the cut-off date of July 31, i.e., from August 1 onwards.
- Number of Continuing Pupils and Students refers to pupils and students who were enrolled in Alternative Delivery Mode (ADM) as defined in DepEd Order No. 54, s. 2012 and who have not yet completed the requirements for the grade/year level.

Table C1. Existing Number of Instructional Rooms in the School by Status:

- Standard Room refers to room which is safe and usable, (whether complete or partially incomplete classroom construction) and having the standard dimensions as defined in the instructional room.
- Non-Standard/Makeshift Room refers to safe and usable room which is considered temporary structure as a means of easing up classrooms shortage and/or temporary shelter during emergencies. This also refers to room which does not meet the prescribed standard dimensions and may basically made of bamboo, nipa, cogon, lumber and other light materials.

Table 1. Number of Teachers by Teaching Assignment and by Year Level (GSSP only). This indicates the number of nationally-funded teachers by gender.

Private School Profile (PSP)

Table A. Pupil Data and Table B. Student Data:

- Number of Late Enrollees refers to pupils/students who entered the school after the cut-off date of July 31, i.e., from August 1 onwards.
- 4. Under the Private School Profile (PSP) the new cut-off data for Table D. **Personnel** Data, Table E on Academic Classrooms, and Table F on School Seats will be SY 2012-2013 as of March 31.
- 5. The following timeline in the conduct of EBEIS activities shall be observed:

EBEIS Activity	Timeline
Start of Encoding EOSY 2012-2013	April 29, 2013
Submission	April 29-May 24, 2013
Validation	May 27-31, 2013
Closing of System	June 1, 2013

- 6. The school heads/teachers-in-charge (SHs/TICs) of both public and private schools offering kindergarten, elementary and/or secondary education shall be responsible for ensuring prompt, complete and accurate filling-up of the EBEIS data gathering forms.
- 7. The regional directors (RDs) and schools division/city superintendents (SDSs) through the Regional Planning Units (RPUs) and Division Planning Units (DPUs) shall jointly undertake online collection, processing and validation of the accomplished forms and collection of printed and signed forms to ensure the accuracy, consistency, and completeness of data submitted by the schools.
- 8. The division offices (DOs) shall oversee the encoding of data for schools with no access to the internet facilities.
- 9. All personnel involved in the EBEIS at the school, district, division, regional and national/central levels are allowed to render overtime services during weekdays, weekends and holidays as provided in DepEd Order No. 58, s. 2008 and DepEd Order No. 10, s. 2009 where necessary to meet the EBEIS target schedules.
- 10. All previous issuances relative to this Order which are found inconsistent are deemed superseded or modified accordingly.
- 11. Immediate dissemination of and strict compliance with this Order is directed.

BR. ARMIN A. LÚISTRO FSC

Secretary

References:

DepEd Order: Nos. 33 and 61, s. 2012; (54, s. 2012; 10, s. 2009; 58, s. 2008)

To be indicated in the Perpetual Index

under the following subjects:

CHANGE FORMS SCHOOLS STATISTICS, Data

Madel: EBEIS

0364-April 16, 2013/4-23/4-24









Designation

Republic of the Point, bes DEPARTMENT OF FUIL CATION OFFICE OF PLANNING SERVICE Research and Statistics Div. seu-



PRIVATE SCHOOL PROFILE

INSTRUCTIONS

this form shall be accomplished by the head of the private school offering kindergarten, elementary and/or secondary levels. In the case of schools/institutions offering more than one level, only one school profile shall be accomplished.

Only private schools whose establishment has been approved by the DepEd Regional Office shall be issued a Private School Profile. Private Schools whose documents have been submitted to the Regional/Division Office but are still undergoing evaluation at the time of the distribution of the Private School Profile can also be issued this form.

The head of the school shall sign the forms certifying to the correctness of the data, and shall be responsible and accountable for any inaccuracy or false data/information reported. He/She shall submit the accomplished forms to the respective Division Office on or before May 24, 2013.

Important: Read the definitions/instructions found at the bottom of each table before filling up the form. No item should be left blank. Instead, "zero (0)" or "not applicable (n/a)" shall be written. Shaded boxes shall not be filled.

SCHOOL INFORMATION SY 2012-2013

Name of Institution	:			Region	:	, , , , , , , , , , , , , , , , , , , ,
754		(Official nun	ne)	Division	:	
				Legislative District		
		(If renamed, please indic	are old name.)	Tel. No.	;	
Address	;			Mobile No.	:	
	#	Street/Sitio/Purok	Barangay	Fax No.	:	
				E-Mail Address	:	
	/	Municipality	Province/City			
Write appr	opriate inform	nation		Level of Education Offe	red	
	.,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		Kindergarten	Elementary		Secondary
With Po	ermit	(Permit No.)	and the second of the second o	The second secon		may make a segment of the found above and have the common designations of a major was
With R	ecognition	(Recognition No.)			ment has some	
Permit	on Process	(Date of submission of	A CONTRACTOR OF THE PARTY OF TH	manufacture of the control of the Co	State Associate	processor of the side is the control of the side of th
		(Livision Officer		,	
		documents to Regiona	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1			
reconstruction of the second o		aocuments to Regiona	The state of the s			
· 	d Frue and C			** ***	e ug unun ug onen	
	d Frue and C			Date :	of the order to the control of	

Table A. Pt PH, DA LA, SV 2012 2013 LAS of March 31, 2013) - Regular & SPED

Particulars	Kinde	rgarten	Grade 1		thade 2		Grade J		Grade 4		Gi	ide 5	Gra	ide 6	(,1	ada 7		TAL les 1-7)		(CW iJs graded)
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Enrolment																				
Number of Completers/Promotees/Graduates																				
Number of Dropouts																				
Number of Transferred In																				
Number of Lansferred Out Number of Late Enrollees						1		<u>. </u>		- ~			W 100 W							

PUPIL DATA (Table A) - The data to be entered cover this school year as of March 31, 2013 and shall be distributed by grade level and by sex.

- Enrolment includes all pupils enrolled in the school as of March 31.
- Number of Completers/Promotees/Graduates Data on completers refer to Kindergarten pupils who have completed the requirements for this level. In grades 1 to 5, promotees refer to pupils who successfully completed the graduates of the level.
- * Number of Dropouts refers to pupils who left school before completing the prescribed grade level within the specified school year from August 01 to March 31 and should not be included in the total enrolment as of the same date.
- Number of Transferees In refers to pupils who entered the school from another school, either government or private from August 01 to March 31.
- * Number of Transferoes Out refers to pupils who left school to enter another school as evidence by the request for permanent record (Form 137) from August 01 to March 31 and should not be included in the total enrulment as of the same date.
- * Number of Late Enrollees refers to pupils who entered the school after the cut-off date of July 31, i.e., from August 01 onwards.

Table R. STUDENT DATA, SV 2012-2013 (As of March 31, 2013) - Regular & SPED

Particulars -	Year I		Year 2		Year 3		Year 4		Year 5		TOTAL (Years 1-5)		SPED CWDs (non-graded)	
	Male	Female	Male	Female	Maie	Female	Male	Female	Mate Female		Male	Female	Male	Female
Enrolment														
Number of Promotees/Graduates	=	(5)												
Number of Dropouts														
Number of Transferred In														
Number of Transferred Out	1.5													
Number of Late Enrollees														

STUDENT DATA (Table B) - The data to be entered cover this school year as of March 31, 2013 and shall be distributed by year level and by sex.

- Enrolment includes all students enrolled in the school as of March 31.
- * Number of Promotees/Graduates In years 1 to 3, promotees refer to students who successfully completed the year level. In Year 4/5, this refer to students who completed the secondary level or the graduates of the level
- * Number of Dropouts refers to students who left school before completing the prescribed grade level within the specified school year from August 01 to March 31 and should not be included in the total enrolment as of the same date.
- Number of Transferees In refers to students who entered the school from another school, either government or private from August 01 to March 31.
- Number of Transferees Out refers to students who leti school to enter another school as evidence by the request for permanent record (Form 137) from August 01 to March 31 and should not be included in the total enrolment as of the same date.
- Number of Late Enrollees refers to students who entered the school after the cut-off date of July 31, i.e., from August 01 onwards

Certified True and C	orrect by :			
Head of Institution :	(Signature	Over Frinted Name)	Date :	· · · · · · · · · · · · · · · · ·
Designation :		100 to 10		

Table C. TELDERT BATA ON GARVET PROCESM, SN 2017-1015 (A. of March 31, 2013)

Particulars	Vesc		Year 2		Vest: 3		Virac 4		Vest 5		TOTAL /Years 1-5)	
PARTICIONES	Male	I emale	Male	Female	Male	Lemale	Male	Female	Male	Female	Mafe	Female
Enrolment												
Number of Promotees / Graduates												
Number of Dropouts		10 mm										
Number of Transferred In												
Number of Transferred Out												

STUDENT DATA ON GASTPE PROGRAM (Table C) - Please refer to Table B for the definitions.

Table D. PERSONNEL DATA, SY 2012-2013 (As of March 31, 2013)

	Kindergarten				Elementary		Secondary							
Particulars	Particulars						Total Secondary			Teacher Salary Subsidy (GASTPE				
	Male	Female	Total	Male	Female	Total .	Male	Female	Total	Male	Female	Total		
No. of Teachers														
No. of Administrative and Support Personnel														

PERSONNEL DATA (Table D)

* Number of teachers covers teachers with full-time teaching load and part time teaching load. A teacher handling 2 or more levels shall be counted once and counted where the most number of teaching loads. These includes Professor and Instructor handling basic education.

Table E. ACADEMIC CLASSROOMS, SY 2012-2013 (As of March 31, 2013)

Kindergarten	Elementary	Secondary

ACADEMIC CLASSROOMS (Table E)

 Academic Classrooms - refer to instructional space designed to directly accompdate the educational program of the school.

Certified True and	Correct by:
Head of Institution	:
	(Signature Over Printed Name)
Designation	

Table F. SCHOOL SEATS, SY 2012-2013 (As of March 31, 2013)

Kindergarten	Elementary	Secondary

SCHOOL SEATS (Table F)

School seats - refer to standard furniture used in the classroom. Its include two-seater desk, armchairs, sets of tables and chairs. A two-seater desk is counted as 2 seats. In sets of table and chairs, count only the number of chairs.

Date		
	-	