



Republic of the Philippines
Department of Education
REGION X- NORTHERN MINDANAO
DIVISION OF MALAYBALAY CITY

2021 - 41057

DM-2021-10-492
DEPED MALAYBALAY CITY DIVISION
RELEASED
DATE: 10/26/21 TIME: 10:35
BY: [Signature]

DIVISION MEMORANDUM

No. 592, s. 2021

To: Assistant Schools Division Superintendent
Chief Education Supervisors, CID and SGOD
Public, Private Elementary and Secondary School Heads
This Division

FROM: **VICTORIA V. GAZO, PhD, CESO V**
★ Schools Division Superintendent

SUBJECT: DISSEMINATION OF UNNUMBERED DEPED MEMORANDUM DATED
OCTOBER 18, 2021 RE: IMMEDIATE COMPLETION OF BEGINNING
OF SCHOOL YEAR (BOSY) ENROLLMENT UPDATING IN THE
LEARNER INFORMATION SYSTEM (LIS)

DATE: October 25, 2021

1. Dissemination of the attached Unnumbered DepEd Memorandum dated October 18, 2021 RE: Immediate Completion of Beginning of School Year (BOSY) Enrollment Updating in the Learner Information System (LIS).
2. All school is highly encouraged enroll all their learner in the Learner Information System (LIS) on or before October 31, 2021 the deadline for BOSY 2021-2022.
3. Queries related to this, contact Novem A. Sescon/Division Planning Officer through 09064709040.

Attached as stated

Copy Furnished: Records Unit

TO BE POSTED IN THE WEBSITE



Address: Sayre Hi-way, Purok 6, Casisang, Malaybalay City
Telefax No.: 088-314-0094; Telephone No.: 088-813-1246
Website: depedmalaybalay.net
Email Address: malaybalay.city@deped.gov.ph



Republic of the Philippines
Department of Education

18 October 2021

MEMORANDUM

TO : Regional Directors
School Division Superintendents
Regional and Division Planning Officers
Public and Private School Heads
All others concerned

FROM : *Nepomuceno A. Malaluan*
ATTY/NEPOMUCENO A. MALALUAN
Undersecretary and Chief of Staff

**SUBJECT: IMMEDIATE COMPLETION OF BEGINNING OF SCHOOL YEAR
(BOSY) ENROLLMENT UPDATING IN THE LEARNER
INFORMATION SYSTEM (LIS)**

In reference to **DepEd Order No. 27, s. 2019** (*Guidelines on the Yearly Collection of Data/Information Requirements and Validation Processes*), **class advisers of public schools, and designated system administrators/school registrars of private schools and State/Local Universities and Colleges (SLUCs) are responsible for encoding and updating learners' enrollment for Beginning of School Year (BOSY) in the Learner Information System (LIS).** Hence, please be guided accordingly of the following instructions:

1. The deadline for BOSY 2021-2022 encoding and updating of learners' enrollment in the LIS is **31 October 2021**. We request completion of enrollment updating before the deadline to give time for analysis.
2. The 31 October 2021 official enrollment will be the basis in the finalization of allocation of crucial resources, particularly the School Maintenance and Other Operating Expenses (MOOE), Teacher Items, Learning Resources, among others.
3. Similar deadline for BOSY encoding and updating applies to private schools and the enrollment data as of 31 October 2021 will serve as a basis in determining the number of recipients of the Government Assistance to Students and Teachers in Private Education (GASTPE) and Voucher Program.

4. Schools Division Superintendents are directed to ensure completion of the enrollment updating before the deadline. Division Planning Officers shall provide technical assistance to schools experiencing challenges in encoding their data in the LIS.
5. For clarifications, please send your concerns to the Planning Service-Education Management Information System Division (PS-EMISD) through the email address ps.emisd@deped.gov.ph.
6. For strict and immediate compliance.