



Republic of the Philippines  
**Department of Education**  
REGION III  
SCHOOLS DIVISION OFFICE OF ANGELES CITY



22 April 2025

DIVISION MEMORANDUM  
No. 139, s. 2025

**DIVISION ONLINE ORIENTATION ON ANNUAL DATA COLLECTION AND  
VALIDATION IN THE BASIC EDUCATION INFORMATION SYSTEM (BEIS) FOR SY  
2024-2025 AND LIS UPDATING**

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

1. Pursuant to DepEd Order No. 27, s. 2019, titled "Guidelines on the Yearly Collection of Data/Information Requirements and Validation Processes," the Department provides the basis for the annual data collection in the Basic Education Information System (BEIS). It requires all public and private elementary, junior, and senior high schools, state universities and colleges (SUCs), and higher education institutions (HEIs) offering kindergarten to grade 12 to update their school information and all other relevant data using the BEIS data gathering forms.
2. The Department is committed to ensuring the collection and generation of quality education data. This data will aid in the allocation of essential resources, budgeting, policymaking, monitoring and evaluation, and improving the quality of basic education in the country.
3. In this regard, the Schools Division Office of Angeles City, through the Planning and Research Unit will conduct a Division Online Orientation on Annual Data Collection in the Basic Education Information System (BEIS) for SY 2024-2025 via MS Teams on the following dates:

SCHOOL	DATE	TIME
Public	April 24, 2025	1:00 p.m.
Private	April 25, 2025	9:00 a.m.

4. The orientation aims to:
  - a. update the schools on the basic instruction and rationale for minor adjustments and timelines in the basic education information forms;
  - b. guide all schools in the annual data collection in the BEIS;



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- c. address all the issues with the annual data collection;
  - d. ensure 100% uploading and validation of BEIS Forms by the public and private schools;
  - e. establish accurate and reliable data reporting in the BEIS; and
  - f. discuss the updating of the Learner Information System (LIS ) End of the SY 2024-2025 Status (DepEd Memorandum STR-250320-1011-PS).
5. The participants in this orientation are the school heads, head teachers, and registrars.
6. Immediate dissemination of and strict compliance with this Memorandum is earnestly desired.

**ENGR. EDGARD C DOMINGO PhD, CESO V**  
Schools Division Superintendent *ED*

Reference: DepEd Order No. 27, s 2019  
To be indicated in the Perpetual Index  
under the following subjects:

LEARNERS  
JUNIOR  
ALLOCATION

DATA  
SENIOR

FORMS  
SPED

ELEMENTARY  
INVENTORY

MQC/PAR/April 22, 2025



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