

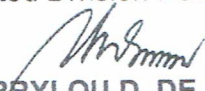


Republic of the Philippines
Department of Education
Region IV-A (CALABARZON)
DIVISION OF CAVITE
Trece Martires City



MEMORANDUM

TO: Assistant Schools Division Superintendent
OIC, Office of the Assistant Schools Division Superintendent
OIC Chief, SGOD
Public Secondary LIS Coordinators and School Heads
Private Secondary Schools and SUC LIS Coordinators and School Heads
Selected Division Personnel

FROM: 
CHERRYLOU D. DE MESA
OIC, Schools Division Superintendent

SUBJECT: **ORIENTATION ON SENIOR HIGH SCHOOL EARLY REGISTRATION
THROUGH THE LEARNER INFORMATION SYSTEM (LIS)**

DATE: October 18, 2016

In line with DepEd Memorandum No. 161, s. 2016, the Division will be conducting an orientation for Public, Private and SUC Secondary Schools with Grade 10 learners with the aim of providing technical assistance to all concerned schools in the pre-registration of their Grade 10 learners in Senior High School (SHS) for SY 2017-2018 through the Learners Information System (LIS).

The orientation shall be attended by the School Head and (1) one LIS Coordinator/ ICT Personnel (for Private Schools). Maximum of (2) two participants per school is allowed.

The venue for the orientation is at Bulwagang Tanglaw, Division Library Hub. The date and schedule of the orientation is listed below:

Schedule	City/Municipality	Participants	Expected no. of Participants
October 24, 2016 (Monday) 8:00 am - 10:00 am	Rosario, Kawit, Noveleta, Gen. Trias	Private Secondary Schools and SUCs with Grade 10 students	112
October 24, 2016 (Monday) 10:00 am - 12:00 noon	Tagaytay, Mendez, Indang, GMA, Carmona		118
October 24, 2016 (Monday) 1:00 pm - 3:00 pm	Silang, Amadeo, Magallanes, Gen. Emilio Aguinaldo, Alfonso		96
October 24, 2016 (Monday) 3:00 pm - 5:00 pm	Tanza, Trece, Naic, Maragondon, Ternate		103
November 3, 2016 (Thursday) 9:00 am - 11:00 am	Public Secondary Schools		138

Expenses for snacks of participants shall be charged against LIS funds subject to usual accounting and auditing procedures.

Immediate dissemination of this Memorandum is highly desired.

Division Participants / Technical Committee:

Reniel Patrick Tejidor - Planning Officer III
Theresa Bautista - EPS, Social Mobilization / Division SHS Coordinator
Mignon Cecille Mangoba - Information Technology Officer
Ivan Brian Inductivo - SEPS, Planning and Research
Junel Velasco - PDO, Planning and Research
Carlo Melo - Administrative Aide
Romnick Cuachin – Administrative Aide
Diana Topacio - PSDS / OIC for Private Schools
Jay Fulvadora - Administrative Aide