



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY

Office of the Schools
Division Superintendent

October 22, 2021

DIVISION MEMORANDUM

No. 437, s. 2021

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

To:

Assistant Schools Division Superintendent
Division Chiefs
Planning Officer III
Senior Education Program Specialist, M&E
Elementary and Secondary School Heads
This Division

1. Pursuant to Unnumbered Memorandum from the Office of the Undersecretary and Chief of Staff, dated September 18, 2021, class advisers of public schools, and designated System Administrators/School Registrars of private schools and State/Local Universities and Colleges (SLUCs) are directed to encode, update and complete the enrollment of learners to the Learner Information System on or before October 31, 2021.
2. The official enrollment on October 21, 2021 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. This Office adheres to the Equal Opportunity Principle (EOP) in the steps to be undertaken for this purpose. Hence, all decision and actions shall be based solely on the guidelines set forth, with no discrimination on the account of age, gender, identity, sexual orientation, civil status, disability, religion, ethnicity, or political affiliation



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4. Immediate and wide dissemination of this memorandum is desired.


OLGA C. ALONSABE, PhD., CESE
Schools Division Superintendent
 

To be indicated in the Perpetual Index
Under the following subjects:

SCHOOLS
ENROLLMENT

