



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

Office of the Schools Division Superintendent

February 18, 2022

DIVISION MEMORANDUM
No. 088, s. 2022

DAILY UPDATING OF LEARNER'S VACCINATION STATUS

To: Assistant Schools Division Superintendent
CID/SGOD Chiefs
Planning Officer III
School ICT Coordinators
Class Advisers
Elementary and Secondary School Heads
This Division

1. Pursuant to **Memorandum OUCOS-PS-2022-012** received last February 16 2022 re: **Daily Updating of Learner's Vaccination Status**, all ICT coordinators are directed to update daily the vaccination status of the learners in the school. However, since the data will be coming from the advisers, the school may opt to use any of the suggested arrangements below whichever is deemed more helpful, advantageous and/or efficient for the school:
 - 1.1. Advisers may submit to the ICT Coordinators their list of learners who were vaccinated already;
 - 1.2. The adviser may do the direct updating in the LIS.
2. Enclosure A stipulates the steps on how to do the updating.



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3. Further, the schools are required to provide updates in terms of number of learners vaccinated through the e-SF4 link that the ICT Coordinators are updating every month. Specifically, data input should be placed under the February enrollment sheet.

4. This Office adheres to the Equal Opportunity Principle (EOP) in the steps to be undertaken for this purpose. Hence, all decisions 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.

5. 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:

LEARNERS





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

ENCLOSURE A.

STEPS IN UPDATING THE LEARNER'S VACCINATION STATUS IN THE LIS

1. Log-in to lis.deped.gov.ph using the adviser's credentials (username and password)
2. Click on the master list icon to see the full list of learners enrolled in the class
3. Click on the profile button/icon found right after the status

#	Learner	Gender	Date of Official Enrolment	Status	
1	[Redacted]	M	09/13/21	<input checked="" type="checkbox"/> No status	Profile
2	[Redacted]	M	09/13/21	<input checked="" type="checkbox"/> No status	Profile

4. Click "update other data" button/icon

Profile

[Redacted]

Update other data

Enrollment

Date of official enrolment: 09/13/2021

section

Correction of Grade Level

View history

5. Update the vaccination status then click save button/icon

Special Educational Needs

Does this learner have Educational Needs?

Yes No

Classification/Type of Learner Special Educational Needs (LSEN)

-- Select --

Country of Citizenship

Philippines

Email Address

example@email.com

Actual Modality

Modular (print)

Vaccination

Is the learner vaccinated against COVID-19?

Yes No

Save

Back





Republic of the Philippines
Department of Education
PLANNING SERVICE

Office of the Director

MEMORANDUM
OUCOS-PS-2022-012

TO: REGIONAL DIRECTORS
SCHOOL DIVISION SUPERINTENDENTS
REGIONAL & DIVISION PLANNING OFFICERS
PUBLIC ELEMENTARY AND SECONDARY SCHOOL HEADS
ALL OTHERS CONCERNED

FROM: 
ROGER B. MASAPOL
Director IV, Planning Service

SUBJECT: Daily Updating of Learners' Vaccination Status


DATE: 07 February 2022

In line with the Department of Education's effort to reintroduce face-to-face classes in basic education, and in support to national government's vaccination drive for learners, a tagging facility for COVID-19 learner vaccination has been recently deployed in the Learner Information System. The tagging facility was designed to collect learners' vaccination data and monitor the progress of vaccination.

In line with this, all LIS coordinators are directed to regularly update and encode the learners' information regarding their vaccination status. Regional and Division Planning Officers are enjoined to monitor and provide technical assistance to school with challenges on encoding. We are monitoring these data for the implementation of the limited face-to-face classes.

For immediate dissemination and strict compliance.

Noted:


ATTY. NEPOMUCENO A. MALALUAN
Undersecretary and Chief of Staff