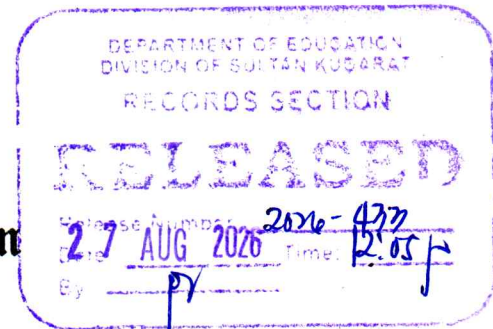




Republic of the Philippines
Department of Education
REGION XII
DIVISION OF SULTAN KUDARAT



August 27, 2026

DIVISION MEMORANDUM

SGOD PRS No. **162** s. 2026

CONDUCT OF THE NEEDS-BASED TRAINING PROGRAM FOR NEWLY DESIGNATED SCHOOL LIS-BEIS COORDINATORS

To: Assistant Schools Division Superintendent
Chiefs of the Functional Divisions
Public Schools District Supervisors/Principals In-charge
Elementary and Secondary School Heads
Concerned Employees
This Division

1. Relative to Regional Memorandum No. 008, s. 2026, dated August 17, 2026, entitled "Conduct of Needs-Based Training Program for Newly Designated Schools' LIS-BEIS Coordinators of DepEd SOCCSKSARGEN," the Schools Division Office of Sultan Kudarat announces the participation of its designated personnel in the said regional training program on September 22-24, 2026, within Koronadal City.
2. The training program is designed to provide the necessary knowledge, skills, and competencies to **newly designated School LIS-BEIS Coordinators** in the effective management, updating, validation, and utilization of Learner Information System (LIS) and Basic Education Information System (BEIS) data in support of evidence-based planning and decision-making.
3. All identified School LIS-BEIS Coordinators are expected to:
 - a. attend and actively participate in all sessions and learning activities during the three-day training;
 - b. bring the necessary devices, references, and other materials required for the training;
 - c. comply with the requirements and outputs prescribed by the Regional Training Management Team; and
 - d. echo and/or apply the relevant learning and competencies gained from the training in their respective schools, as may be necessary.
4. Meals, snacks, accommodation, incidental, and other allowable expenses for the conduct of the activity shall be charged against **OSEC-12-26-03775**, subject to the usual accounting and auditing rules and regulations. Travel expenses of

KLVH/SGOD-PRS-ADPOIII/DM- Conduct Of The Needs-Based Training Program For Newly Designated School LIS-BEIS Coordinators/August 27, 2026



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Department of Education
REGION XII
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participants shall be charged to their respective funds, consistent with existing budgeting, accounting, and auditing rules.

5. In case any activity falls on a Saturday, Sunday, and/or holiday, the concerned participants shall be granted **Compensatory Time-Off (CTO)** in accordance with DepEd Order No. 53, s. 2003, *Policies and Guidelines on Overtime Services and Overtime Pay for Government Employees*, as stated in the Regional Memorandum.

6. The concerned School Heads are hereby directed to ensure the **official attendance and participation** of the identified School LIS-BEIS Coordinators and to make the necessary arrangements so that their attendance in the training shall not adversely affect the delivery of essential school operations.

5. For queries and clarifications, all concerned may contact Kevin Lloyd V. Hijastro, Acting Planning Officer III through kevinlloyd.hijastro@deped.gov.ph.

6. Immediate compliance and wide dissemination of this Memorandum is desired.

ROBERTO J. MONTERO, CESO V
Schools Division Superintendent

Encl: As stated
Reference: None

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

COORDINATORS

NEED-BASED

TRAINING

KLVH/SGOD-PRS-ADPOIII/DM- Conduct Of The Needs-Based Training Program For Newly Designated School LIS-BEIS Coordinators/August 27, 2026



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Enclosure No. 1 to the Division Memorandum PRS No. 162s, 2026

Name	Position	Name of School/Office
1. IVANHOE Y. MARTIN	Master Teacher I	Kapingkong NHS
2. JOMAR BERMUDEZ	Teacher III	Laguilayan NHS
3. GINEVA C. LADRES	Teacher I	Sewal ES
4. MYSTYRAIN BOW C. BALUCAN	Teacher I	Lagandang ES
5. JAECEL JADE N. FORRO	AO II	Bagumbayan NHS
6. STEPHANIE D. ABING	AO II	Bambad CS
7. GLENN M. CELEBRE	Teacher III	Isulan NHS
8. REMOS G. BACLAAN	PDO I/ OIC EPS II SMME	SDO
9. KEVIN LLOYD V. HIJASTRO	Acting Planning Officer III	SDO

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