



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

MAY 20 2026

MEMORANDUM

No. 213, s. 2026

**CONDUCT OF ONLINE ORIENTATION IN INTENSIFYING REGIONAL CAPACITY
BUILDING, TECHNICAL ASSISTANCE AND MONITORING ON DATA
INFORMATION MANAGEMENT OF SCHOOL PROFILE VALIDATION**


To: Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum Implementation Division
Chief Education Supervisor, School Governance & Operations Division
Public and Private Elementary and Secondary School Heads/OICs
All Others Concerned

1. Pursuant to Regional Memorandum No. 375, s. 2026 dated May 14, 2026, and DepEd Memorandum No. 028, s. 2026 titled "Guidelines on the Basic Education Information System (BEIS) Data Collection and Validation for School Year 2025-2026," this Office informs all concerned that the BEIS School Profile Uploading Facility for School Year 2025-2026 shall remain available until June 15, 2026.
2. In line with the Department's commitment to ensuring data accuracy and transparency, an online orientation will be conducted on May 22, 2026 (Friday) via MS TEAMS. This activity specifically aims to:
 - Inform School Heads about the changes implemented to the BEIS Data Gathering Forms for SY 2025-2026 to provide guidance on the reporting and validation of select data elements; and
 - Demonstrate a clear understanding of Data Validation at the school level through Technical Assistance rendered by the Planning Officers and Public Schools District Supervisors regarding the set of data elements needed in the school profile.
3. The expected participants from this Division are the School Heads of both public and private schools, and Higher Education Institutions (HEIs) offering basic education.
4. All participants shall register using this official link prior to the event:
<https://tinyurl.com/Regional-Cap-B-School-Profile>.
5. The Public Schools District Supervisors (PSDS) and the Division Planning Officer are expected to oversee compliance and provide the necessary technical assistance to ensure all schools complete their validation within the prescribed timeline.



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6. Immediate dissemination of and strict compliance with this Memorandum are enjoined.


VIOLETA M. GONZALES CESO VI
Asst. Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent

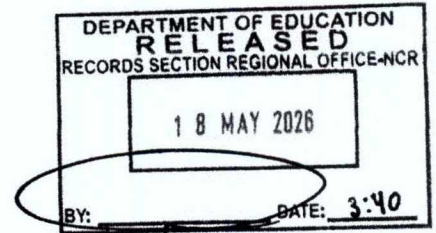
Enclosure: none
References: as stated
To be indicated in the Perpetual Index
under the following subjects:

BASIC EDUCATION
DATA
FORMS
LEARNERS
PERSONNEL
SCHOOL

JDN/DM/Conduct of Online Orientation in Intensifying Regional Capacity Building, Technical Assistance and Monitoring on Data Information Management of School Profile Validation
213 /May 19, 2026 NUM-2026-213



Republic of the Philippines
Department of Education
 NATIONAL CAPITAL REGION



May 14, 2026

REGIONAL MEMORANDUM

No. 375, s. 2026

To: Schools Division Superintendent
 SGOD Chief
 Public Schools District Supervisor
 Planning Officer III
 Focal Persons
 All Others Concerned

CONDUCT OF ONLINE ORIENTATION IN INTENSIFYING REGIONAL CAPACITY BUILDING, TECHNICAL ASSISTANCE AND MONITORING ON DATA INFORMATION MANAGEMENT OF SCHOOL PROFILE VALIDATION

1. Pursuant to **DepEd Memorandum No. 028, s. 2026** titled **“Guidelines on the Basic Education Information System (BEIS) Data Collection and Validation for School Year 2025–2026,”** the BEIS School Profile Uploading Facility for School Year 2025–2026 shall remain available until **June 15, 2026**.

2. With this, the Department of Education through the initiative of Policy, Planning, and Research Division, secure its commitment in ensuring data accuracy and transparency. The said orientation aim to inform the School Heads about the changes implemented to the BEIS Data Gathering Forms for SY 2025-2026 that will provide guidance on the reporting and validation of select data elements. It also demonstrate clear understanding of the Data Validation in the School level through Technical Assistance rendered by the Planning Officers and Public Schools District Supervisor about the set of data elements needed in school profile. This activity will be held this coming May 22, 2026 via MS TEAMS.

3. The expected participants are the School Heads of both public and private schools, State Universities and Colleges (SUCs), Local Universities and Colleges (LUCs) and Higher Education Institutions (HEIs). The participants shall register to this link: **<https://tinyurl.com/Regional-Cap-B-School-Profile>**

4. For immediate dissemination of information, guidance, and compliance of all concerned personnel.

JOCELYN DR ANDAYA
 Regional Director, NCR
 concurrent Officer-in-Charge, Office of the
 Assistant Secretary for Operations

PPRD/hdv
 Encl.: as stated



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Annex 1 Indicative Program

Day 1		
Time	Activities	Resource Person/ In-charge
7:00 - 9:00	Registration	PMT
9:00 - 9:10	Preliminaries (Nationalistic Song & Prayer, Deped Quality Policy Statement, NCR Hymn, & Galaw Pilipinas)	Video Presentation
9:10 - 9:25	Opening Message	RITA E. RIDDLE Chief, ESSD, and Concurrent OIC-ARD
9:25 - 9:30	Statement of Purpose	Herbert D. Vertucio EPS, & OIC-Chief
9:30 - 9:40	Checking of Attendance	Nerissa Z. Lauan PO III
9:40 - 9:55 AM	Director's Hour	JOCELYN DR ANDAYA Regional Director, NCR concurrent Officer-in-Charge, Office of the Assistant Secretary for Operations
9:55 - 11:00	Session 1 Setting the Context and Strategic Direction	
	Understanding to the intended issuance	Herbert D. Vertucio Education Program Supervisor
11:00 - 12:00	Session 2 Application and Integration of Data Validation of School Profile:	



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	Context of Validation including the prescribe tool	Sharon Gutierrez Planning Officer III, QC
	Context of Technical Assistance	Connie Sison Planning Officer III, QC
	Context of Monitoring	Herbert D. Vertucio Education Program Supervisor
12:00 - 1:00	LUNCH BREAK	
1:00 - 3:00	Question and Answer	
3:00 - 3:15	Session 3 Way Forward	
3:15 - 3:30	Closing	

Lovely Concan
Masters of Ceremony