



Republic of the Philippines  
**Department of Education**  
 REGION IV-A CALABARZON  
 CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

17 MAY 2022

DIVISION MEMORANDUM

No. 322 s. 2022

**ORIENTATION ON DATA REQUIREMENTS AND DATA GATHERING FORMS  
 FOR PUBLIC SCHOOLS, SY 2021-2022**

To: OIC-Assistant Schools Division Superintendent  
 Chief Education Supervisors – CID & SGOD  
 School Heads of Public Elementary & Secondary Schools  
 School EBEIS-LIS Coordinators  
 All Others Concerned

- To ensure accurate, timely, and reliable statistical data gathering of public schools, the SGOD-Planning and Research Section will conduct orientation on data requirements and data gathering forms for SY 2021-2022 on May 19, 2022, 4<sup>th</sup> Floor of SDO Main Building.
- Participants in this activity are all school heads and EBEIS-LIS coordinators of public elementary and secondary schools. They are requested to bring at least one laptop and pocket Wi-Fi per school for the simulation activity.
- To observe physical distancing and the minimum health protocol, participants shall follow the schedule below:

Batch 1 – East District	8:00AM-12NN
Batch 2 – West District and All Secondary Schools	1:00PM-5:00PM

- For the information and guidance of all concerned.

  
**NATIVIDAD P. BAYUBAY, CESO VI**  
 Schools Division Superintendent



Brgy. Potol, Tayabas City



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