



Republic of the Philippines
Department of Education
Region V
SCHOOLS DIVISION OF SORSOGON

April 23, 2024

DIVISION MEMORANDUM

No. 086, s. 2024

CHECKING OF BEIS FORMS FOR GESP, GJHSP, GSHSP AND PSP FOR PUBLIC AND PRIVATE SCHOOLS AND ONE-ON-ONE ONLINE VALIDATION ON THE YEARLY COLLECTION OF DATA/ INFORMATION REQUIREMENTS FOR SY 2023-2024

To: Public Schools District Supervisors
Public Elementary and Secondary School Heads
Private Elementary and Secondary Schools Administrators/ Heads

1. To ensure the correct and accurate data encoding in BEIS online beginning of school- year 2023-2024, the Planning and Research Section will conduct the checking of forms and one-on-one online validation on, May 6-10, 13-17 and 27-28, 2024 at the Planning and Research Office, SDO Sorsogon Building, Balogo, Sorsogon City.
2. This activity aims:
 - a.) To guide and extend Technical Assistance for data collection;
 - b.) To enhance the capability of schools in the preparation of BEIS forms beginning this school year 2023-2024.
 - c.) To ensure the correctness of data to be encoded in the BEIS system.
3. Participants in this activity are the School Heads for the Public and Private Elementary and Secondary Schools, and Planning and Research Staff
4. Attached to this memorandum are the schedules for the entire duration of these activities.
5. Participants are requested to bring their own **laptop, broadband and the accomplished GESP, GJHSP, GSHSP and PSP filled-up Forms needed during the online validation workshop activity.**
6. There is no registration fee, however, meals and travelling and other incidental expenses of participants are chargeable against School MOOE local funds subject to the usual accounting and auditing rules and regulations.
7. For information, guidance, and compliance of all concerned.

WILLIAM E. GANDO, CESO VI
Schools Division Superintendent



Balogo Sports Complex, Balogo, Sorsogon City, Sorsogon 4700
Landline: (056) 211-6461
Email: sorsogon@deped.gov.ph
Website: depedsorsogon.com.ph

Enclosure No. 1 to the Division Memorandum No. 086

DISTRICTS	No. of Schools	Pax	Schedule of Validation
Castilla East District	13	54	May 6, 2024 8:00AM - 4:30PM
Castilla South District	13		
Castilla West District	13		
Donsol West I District	15		
Casiguran District	20	52	May 7, 2024 8:00AM - 4:30PM
Donsol East District	17		
Donsol West II District	15		
Magallanes North District	14	50	May 8, 2024 8:00AM - 4:30PM
Pilar I District	18		
Pilar II District	18		
Magallanes South District	14	53	May 9, 2024 8:00AM - 4:30PM
Pilar III	18		
Barcelona	21		
Bulan I District	16	46	May 10, 2024 8:00AM - 4:30PM
Bulan II District	15		
Bulan III District	15		
Irosin I District	15	49	May 13, 2024 8:00AM - 4:30PM
Irosin II District	16		
Matnog I District	18		
Gubat South District	20	44	May 14, 2024 8:00AM - 4:30PM
Juban District	24		



Balogo Sports Complex, Balogo, Sorsogon City, Sorsogon 4700
 Landline: (056) 211-6461
 Email: sorsogon@deped.gov.ph
 Website: depedsorsogon.com.ph

DISTRICTS	No. of Schools	Pax	Schedule of Validation
Bulan IV District	16	55	May 15, 2024 8:00AM – 4:30PM
Bulusan District	20		
Gubat North District	19		
Matnog II District	18	47	May 16, 2024 8:00AM – 4:30PM
Pto. Diaz II District	19		
Sta. Magdalena District	10		
ALL PRIVATE SCHOOLS	47	47	May 17, 2024 8:00AM – 4:30PM
1st Congressional Dist. (JHS & SHS)	39	81	May 27, 2024 8:00AM – 4:30PM
2nd Congressional Dist. (JHS & SHS)	42		May 28, 2024 8:00AM – 4:30PM
	578		



Balogo Sports Complex, Balogo, Sorsogon City, Sorsogon 4700
 Landline: (056) 211-6461
 Email: sorsogon@deped.gov.ph
 Website: depedsorsogon.com.ph