



Republic of the Philippines
Department of Education
Region VIII
SCHOOLS DIVISION OF CALBAYOG CITY

DIVISION MEMORANDUM

No. 105, s. 2024

TO: ASDS
CID and SGOD Chiefs
All School Heads

SUBJECT: **REORIENTATION ON BEIS DATA COLLECTION AND RESEARCH
MANAGEMENT GUIDELINES**

DATE: March 22, 2024

1. As part of our commitment in ensuring accurate data collection and effective research management within our division, this Office, through the Planning and Research Section (PRS), will be conducting a reorientation session on the BEIS Data Collection and Research Management Guidelines.

2. The objectives of this activity are as follows:

- a. Orient school heads on the necessary data, data collection, and validation processes related to the BEIS Data Collection for SY 2023-2024 as outlined in Division Memorandum No. 193, s. 2024;
- b. Reorient school heads on the research management guidelines outlined in DepEd Order No. 16 s. 2017;
- c. Inform school heads about upcoming activities of the PRS; and
- d. Address any other PRS-related matters deemed necessary.

3. The reorientation session will be held on **March 27, 2024**, at the SDO Conference Hall. The session will be divided into two parts, with school heads grouped according to districts:

| | |
|---------------------------------------|---|
| Session 1 (9:00 am – 12:00 pm) | Oquendo 1-3 Districts Tinambacan 1-3 Districts |
| Session 2 (2:00 pm – 5:00 pm) | Calbayog 1-6 Districts |

4. All concerned school heads are enjoined to attend their respective sessions. Attendance will be duly noted.

5. For further details and inquiries, please contact the Planning and Research Section through fb messenger or this number 0927256491.



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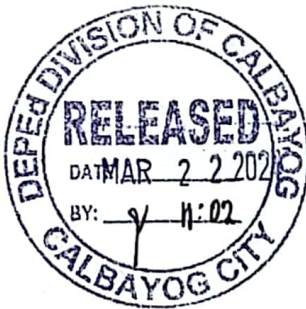
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6. Expenses incurred relative to the conduct and participation to this activity shall be charged against local funds/School MOOE subject to the usual accounting and auditing guidelines.

7. Immediate dissemination of and compliance with this Memorandum are desired.

MARGARITO A. CADAYONA JR., PhD CESO VI
OIC- Schools Division Superintendent

For the OIC-Schools Division Superintendent:




ATTY. MARIA CATHERINE S. BARANDINO
Legal Officer III
Office In-Charge 

SGOD-PRS-GVP