



MEMORANDUM

TO: Public Schools District Supervisors/Districts In-Charge
Public & Private Elementary & Secondary School Heads/Principals
School & District ICTs

FROM: *[Signature]*
REYNANTE Z. CALIGUIRAN, PhD, CESO VI
Assistant Schools Division Superintendent
Officer In-Charge
Office of the Schools Division Superintendent

DATE: **August 8, 2019**

SUBJECT: **OFFLINE DATA GATHERING USING THE XBEIS**

1. The Schools Division of Isabela, in its desire to come up with an accurate and active planning data, adopts the offline version of EBEIS called xBEIS.
2. The xBEIS is an advance data gathering tool adopted by the Planning and Research Unit (PRU) as an offline solution to the Learner Information System (LIS) and Enhanced Basic Education System (EBEIS).
3. In this regard, all public & private elementary and secondary schools are directed to encode their data using the xBEIS forms. The soft copy of these forms are now available for release at the CID (see Ms. Catherine Tabangin)
4. The Districts shall consolidate the report and submit the data saved in CD on or before August 16, 2019 to Mr. Tirso T. Reyes of the Planning and Research Unit (PRU).
5. District Supervisors through the assistance of the District ICT are advised to disseminate this Advisory to all public & private elementary and secondary schools.
6. All those involved in the encoding and consolidation are advised to ensure accuracy and integrity of data. All personnel involved in the data gathering, encoding, consolidation and submission of the xBEIS data who shall work beyond office and school hours shall be entitled to three (3) days compensatory time off/service credit subject to documentary requirements for granting such.
7. Immediate dissemination of and strict compliance with this Memorandum is directed.

SGO OFFICE ISABELA
RELEASE
DATE: 8-9-19
BY: *[Signature]*
CONTROL NO: 479