



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region IX, Zamboanga Peninsula
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE
Dipolog City 7100



DIVISION MEMORANDUM

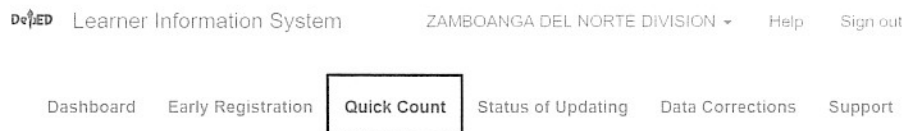
To: **PUBLIC SCHOOLS DISTRICT SUPERVISORS
PUBLIC AND PRIVATE SECONDARY & ELEMENTARY SCHOOL HEADS
SUCs
DISTRICT ICT COORDINATORS
ALL PERSONNEL CONCERNED**

From: **OFFICE OF THE PUBLIC SCHOOLS DIVISION SUPERINTENDENT**

Subject: **ENCODING OF ONLINE QUICK COUNT IN THE LEARNERS
INFORMATION SYSTEM (LIS) FOR SCHOOL YEAR 2019-2020**

Date: **May 10, 2019**

1. To enable the department to collect updated enrolment data from the schools, the field is hereby informed for the coming deployment of the Enrolment Quick Count (QC) Facility for Learner Information System – Beginning of School Year (LIS-BOSY) 2019-2020.
2. Relative to this, you are hereby directed to encode the total number of male and female learners by grade level in the LIS - Quick Count Facility @ <https://lis.deped.gov.ph>.



3. For Public Schools, the quick count data should be from June 3 to 7 and for Private schools/ SUCs should be from the 1st week of opening of classes.
4. PSDSs shall facilitate updating. Deadline of online Quick Count in the LIS will be June 28, 2019.
5. All expenses incurred in this activity shall be charged to school local/MOOE funds subject to usual accounting and auditing rules and regulations.
6. Immediate dissemination and compliance of this memorandum is highly desired.

PEDRO MELCHOR M. NATIVIDAD, CSEE -
Schools Division Superintendent