

**REGION I** SCHOOLS DIVISION OF THE CITY OF BATAC

DIVISION MEMORANDUM No. 249, s. 2025

1 1 APR 2025

#### VALIDATION OF SCHOOL PROFILE IN THE BASIC EDUCATION INFORMATION SYSTEM

To:

Assistant Schools Division Superintendent

Chief Education Supervisors

Planning Officer III

All School Heads (Public, Private and SUC)

All Others Concerned

- In line with the updating of school profile in the Basic Education Information System and to ensure accuracy and reliability of education data, all schools are advised to subject their school profile to data validation. The validation period will run from April 22, 2025 to April 28, 2025.
- The final validated School Profile must be uploaded to the BEIS system on or before April 29, 2025. In addition, schools are required to submit the printed hard copy of the said profile, together with the accomplished School Profile Validation Checklist, to the School Governance and Operations Division (SGOD) on the same date.
- All validators are requested to attend a brief orientation on April 21, 2025, 9:30 a.m. at the SDO Conference Hall, Schools Division Office.
- 4. Attached are the following references:

Enclosure 1. School Profile Validation Procedure

Enclosure 2. List of Validators

Enclosure 3. Validator's Checklist

Enclosure 4. School Profile Validation Checklist.

5. For information and strict compliance.

> ANSELMO R. ALUDINO Schools Division Superintendenty

Encl.: As stated Reference: None To be included in the <u>Perpetual Index</u> Under the following subject:

> BASIC EDUCATION DATA DATA GATHERING FORMS

RANDIOLA Assistant Schools Division Superintendent

By the Authority of the SDS:

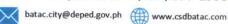
SGOD/dro/ 25004 Validation of School Profiles in the Basic Education Information System















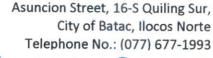
### REGION I SCHOOLS DIVISION OF THE CITY OF BATAC

#### **Enclosure 1. School Profile Validation Procedure**

- 1. The school head or designated personnel shall thoroughly review the current school profile data in BEIS. Ensure all fields are accurate and filled-out based on the most recent and valid school records.
- 2. School heads or their representatives may proceed with the designated validators at their most convenient time during the period of April 22 to 28, 2025.
- 3. There will be no specific schedule per school, allowing flexibility for schools to choose their preferred date and time.
- 4. Validators will review the school profile data through the supporting documents provided.
- 5. Discrepancies will be noted through the School Profile Validation Checklist, and schools will be advised to revise or correct the entries accordingly. The validator will mark the discrepancy as "resolved" once all data is validated and found consistent.
- 6. The final, signed, and validated school profile must be uploaded to the BEIS system on or before April 29 2025. In addition, schools are required to submit the printed hard copy of the said profile, together with the accomplished School Profile Validation Checklist, to the School Governance and Operations Division (SGOD) on the same date.













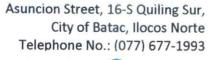
## REGION I SCHOOLS DIVISION OF THE CITY OF BATAC

### **Enclosure 2. List of Validators**

Program/Area	Validator/Focal Person	Position	Office
Planning	DEEJAY R. OPELAC	Planning Officer III	SGOD
Division SPED Coordinator	AUBRHEY MARIE R. OASAY, PhD	Education Program Supervisor	CID
Division EPS for LRMDS	AUBRHEY MARIE R. OASAY, PhD	Education Program Supervisor	CID
Division HR Personnel	JADLEY MEL P. PISO	Administrative Officer IV	OSDS
Division HRTD	MARK LOUIE P. DULDULAO	Education Program Specialist II	SGOD
Learning Action Cell	EPS-IN-CHARGE OF MONITORING	Education Program Supervisor	CID
Action Research	EDWIN V. TANGONAN	Senior Education Program Specialist	SGOD
Division Youth Formation Coordinator/	ANGELO M. BANGCUD	Project Development Officer I	SGOD
Division Child Protection Focal Person/LEARNERS RIGHTS	ANGELO M. BANGCUD	Project Development Officer I	SGOD
Information Technology	MARK ANTHONY R. BENSAN	Information Technology Officer I	OSDS
Asset Management (ICT Equipment/Computers)	ANGELICA D. OBIANO	Administrative Officer IV	OSDS
Division Accountant	JENNIFER C. BUNGUBUNG, CPA	Accountant III	OSDS
Facilities Coordinator/Division Engineer	JACQUELINE G. ABIÑO	Division Engineer	SGOD
School Site Focal Person	GERWIN V. DELA ROSA	T3/Legal Officer Designate	OSDS
Division Sports Coordinator	GILBERT P. ISLA, EdD	Education Program Supervisor	SGOD
Division DRRM Coordinator	RHAIAN A. GAMET	Project Development Officer II	SGOD

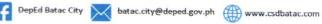












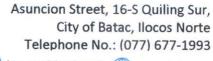


# SCHOOLS DIVISION OF THE CITY OF BATAC

Program/Area	Validator/Focal Person	Position	Office
SCHOOL HEALTH Health and Nutrition	School Nurse-in- Charge/MARITESS D. DIEGO, MD	Nurse II/ Medical Officer III	SGOD
Wash Facilities/ Tobacco Control/Preventive Drug Education	JEDIDIAH B. JAGTO/ MARITESS D. DIEGO, MD	Nurse II/ Medical Officer III	SGOD
Oral Health	MARITESS D. DIEGO, MD	Dentist II/ Medical Officer III	SGOD
Mental Health/ Adolescent Reproductive Health/Solid Waste Mgt/Sanitation/Menstrual Hygiene	JUDITH IVY R. MANGOBA/ MARITESS D. DIEGO, MD	Nurse II/ Medical Officer III	SGOD
Cancer Cases	MARITESS D. DIEGO, MD	Medical Officer III	SGOD
Feeding Program/Food Handling	MIRASOL V. MANGASEP/ MARITESS D. DIEGO, MD	Nurse II/ Medical Officer III	SGOD
Career Guidance Program	ADELAIDA P. MANGLAL-LAN	Guidance Counselor II	SGOD















### **REGION I** SCHOOLS DIVISION OF THE CITY OF BATAC

#### Enclosure 3.

#### **BEIS SCHOOL PROFILE** Validator's Checklist

Name of Validator:	:	
Area	:	

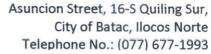
### **List of Schools Validated**

Direction: Log each visit of school heads/ representatives during the validation period.

School Name	Visit No.	Valid	ation	Signature of School
		Date	Time	Head
	1			
Catalina Assata Mass. EQ	2			
Catalino Acosta Mem. ES, SpeD Center	3			
Speb center	4			
	5			
	1			
	2			
Colo-Mabaleng ES	3			
	4			
	5			
	1			
Cumaumana Mananadi	2			
Cumcumraas-Manggadi- Pitpitac	3			
Tipitae	4			
ut II	5			
	1			
	2			
Mariano Marcos Memorial ES	3	_		
	4			
	5			
	1			
	2			
Magnuang ES	3			
	4			
	5			
	1			
Maipalig-Quiom ES	2			
	3			













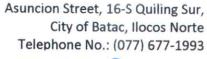


## REGION I SCHOOLS DIVISION OF THE CITY OF BATAC

School Name	Visit No.	Validation		Signature of School
	No.	Date	Time	Head
	4	To the second se		
	5			
	1			
Name in a second of the second	2			
Naguirangan-Capacuan ES	3			
	4			
	5			
	1			
	2			
P. Q. Pimentel ES	3			
	4			
	5			
	1			
	2			
Parangopong ES	3			
	4			
	5			
	1			
	2			
Payao Elementary School	3			
	4			
	5			
	1			
	2			
Quiling Elementary School	3			
	4			
	5			
	1		_	
	2			
Sumader ES	3			
	4			
	5			
m 1	1			
Tabug ES	2			











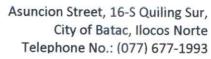


# SCHOOLS DIVISION OF THE CITY OF BATAC

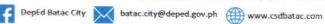
School Name	Visit	Valid	lation	Signature of School
	No.	Date	Time	Head
	3			
	4			
	5			
	1			
	2			
Benigno Macadaeg Mem. ES	3			
	4			
	5			
	1			
	2			
Baay ES	3			
	4			
	5			
10	1			
	2			
Baligat ES	3			
	4			
	5			
	1			
	2			
Baoa ES	3			
	4			
	5			
	1			
	2			
Bil-Loca ES	3			
	4			
	5			
	1		_	
	2			
Biningan ES	3			
	4			
	5			
	1			
Camandingan ES	2			
	3			













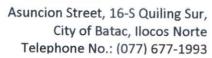


## REGION I SCHOOLS DIVISION OF THE CITY OF BATAC

School Name	Visit No.	Valid	lation	Signature of School
	100	Date	Time	Head
	4			
	5			
	1			
	2			
Dariwdiw ES	3			
	4			
	5			
	1			
Hilario Valdez Mem. Elem.	2			
School	3			
	4			
	5			
	1			
	2	_		
Nagbacalan ES	3			
	4			
	5			
	1			
	2			
Rayuray Elementary School	3			
	4			
	5			
	1			
	2			
San Mateo ES	3			
	4			
	5			
	1		_	
	2			
Baoa East ES	3			
	4			
	5			
Batac National High School	1			
g- 33.301	2			













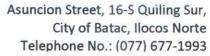


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School Name	Visit	Valid	lation	Signature of School	
		Date	Time	Head	
	3				
	4				
	5				
	1				
Crispina Marcos Valdez	2				
National High School	3				
	4				
	5				
	1				
City of Batac National High	2				
School Rayuray	3	300000000000000000000000000000000000000			
	4				
	5			_	
	1				
City of Batac National High	2				
School Payao	3				
	4				
	5				
	1				
City of Batac National High	2				
School Poblacion	3				
	4				
	5		_		
	1				
0 11	2				
General Artemio Ricarte	3				
Senior High School	4				
	5				
Ferdinand E. Marcos Senior	1				
High School	2				
	3				















## **REGION I** SCHOOLS DIVISION OF THE CITY OF BATAC

School Name	Visit No.	Valid	lation	Signature of School
		Date	Time	Head
	4			
	5			

Accomp	lished	by:	
	Valid	dator	







Asuncion Street, 16-S Quiling Sur,









### **REGION I** SCHOOLS DIVISION OF THE CITY OF BATAC

### Enclosure 4. School Profile Validation Checklist

### BEIS SCHOOL PROFILE School Profile Validation Checklist

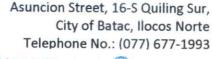
School Name	:	
School ID	:	
School Head	:	

Direction: Validators shall check the appropriate box after each validation session. If there are no discrepancies, mark "Yes". If discrepancies are found, mark "No". The school head or representative shall return once corrections are made. If the revised data is accepted, rule out the previously checked "No" and check "Yes" to indicate approval.

Program/Area	(If rev	Pata Accepted ised and accepted, ly rule out "No")	Signature	Date/Time
Planning		es lo (for revision)		
Division SPED Coordinator	1	es lo (for revision)		
Division EPS for LRMDS		es (o (for revision)		
Division HR Personnel		es lo (for revision)		
Division HRTD		es o (for revision)		
Learning Action Cell		es (o (for revision)		
Action Research		o (for revision)		
Division Youth Formation Coordinator/		es o (for revision)		
Division Child Protection Focal Person/LEARNERS RIGHTS		es o (for revision)		
Information Technology	_	es o (for revision)		
Asset Management (ICT Equipment/Computers)	370	es o (for revision)		
Division Accountant		es o (for revision)		















## REGION I SCHOOLS DIVISION OF THE CITY OF BATAC

Program/Area	Data Accepted (If revised and accepted, kindly rule out "No")	Signature	Date/Time
Facilities Coordinator/Division Engineer	☐ Yes ☐ No (for revision)		
School Site Focal Person	☐ Yes ☐ No (for revision)		
Division Sports Coordinator	☐ Yes ☐ No (for revision)		
Division DRRM Coordinator	☐ Yes ☐ No (for revision)		
SCHOOL HEALTH Health and Nutrition	☐ Yes ☐ No (for revision)		
Wash Facilities/ Tobacco Control/Preventive Drug Education	☐ Yes ☐ No (for revision)		
Oral Health	☐ Yes ☐ No (for revision)		
Mental Health/ Adolescent Reproductive Health/Solid Waste Mgt/Sanitation/Menstrual Hygiene	☐ Yes ☐ No (for revision)		
Cancer Cases	☐ Yes ☐ No (for revision)		
Feeding Program/Food Handling	☐ Yes ☐ No (for revision)		
Career Guidance Program	☐ Yes ☐ No (for revision)		







Asuncion Street, 16-S Quiling Sur,









SCHOOLS DIVISION OF THE CITY OF BATAC

### LIST OF DISCREPANCIES

Note: Only discrepancies shall be recorded in this section. If all data are found accurate and acceptable, leave this section blank. Schools may reproduce this section as needed.

Area	Schools may reproduce the Data not	Remarks	Validator's
	Accepted		Signature





