



Republic of the Philippines  
**Department of Education**  
 REGION III  
**SCHOOLS DIVISION OF PAMPANGA**

June 7, 2023

DIVISION MEMORANDUM  
 NO. **271**, s. 2023

**DIVISION SEMINAR – WORKSHOP ON DEPED’S WEB-BASED SYSTEMS**

TO: Assistant Schools Division Superintendents  
 Division Chiefs  
 Education Program Supervisors  
 Public Schools Division Supervisors  
 School Heads of Public Elementary and Secondary Schools  
 All others concerned

1. The Department of Education has adopted various web-based systems to streamline administrative processes, improve data management, and enhance communication within the education sector. These systems, such as the LIS, play a vital role in collecting, analyzing, and reporting learner information, ensuring the efficient management of educational resources, and facilitating evidence-based decision-making.
2. In view of this, SDO Pampanga through the Research and Planning Section of School Governance and Operations Division and Information and Communications Technology Section of the Office of the Schools Division Superintendent shall conduct a **Seminar-Workshop on DepEd's Web-Based Systems** on June 15, 16, 17, and 24, 2023, 7:30AM to 5:00PM, venue to be announced.
3. This activity aims to:
  - a. familiarize the LIS Coordinators with the purpose and functionality of the web-based systems,
  - b. provide hands-on training, demonstrations, and practical exercises to enhance proficiency in using the systems,
  - c. emphasize the importance of data accuracy, integrity, and security, and;
  - d. facilitate sharing of experiences, challenges, and best practices among the LIS Coordinators.
4. Participants on this activity are the School LIS Coordinators. Schedule and groupings of schools are as follow;

DATE	BATCH	GROUP	SECTOR/DISTRICT/CLUSTER
JUNE 15, 16, 2023	1	A	Candaba North, Candaba East, Candaba West, and All Districts of North Sector
		B	Masantol, Minalin, San Simon, and Sto. Tomas
		C	Clusters 1, 4, and 5
JUNE 17, 24, 2023	2	A	Apalit, Macabebe East, Macabebe West, and All Districts of West Sector
		B	Clusters 2, 3, 6, and 7
		C	Mexico North, Mexico West, Mexico South, San Luis, and Sta. Ana

*Note: Only one LIS Coordinator per school*



Address: High School Blvd., Brgy. Lourdes, City of San Fernando (P)  
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5. All schools must have one LIS coordinator to attend the seminar-workshop. A registration fee of one thousand six hundred pesos (₱1,600.00) shall be collected from each participant from schools. Registration fee and travel expenses are chargeable against school MOOE, subject to the usual accounting and auditing rules and regulations.
6. Schools are encouraged to make their advance registration payment at the Cashier's Office on June 13 and 14, 2023 from 9:00 AM to 3:00 PM only.
7. Service credits will be provided to individuals who will attend the scheduled holiday (June 15) and Saturday (June 17 and 24) events. To be eligible, attendees must remember to bring their personal daily time record (Civil Service Form No. 48), which will be signed by the Planning Officer as a requirement.
8. Participants are requested to bring the following: laptops, extension cords, and pocket Wi-Fi to support the in-house internet connection.
9. All participants must pre-register thru <https://tinyurl.com/WebBasedReg>.
10. Certificates of participation will be awarded to all attendees who successfully completed the seminar-workshop.
11. This Division Memorandum shall serve as the Travel Order of the participants.
12. For further inquiries, you may contact Robin D. Perez at 963-1116 or email [planning.pampanga@deped.gov.ph](mailto:planning.pampanga@deped.gov.ph)
13. Immediate and wide dissemination of this memorandum is expected.

**ROMEO M. ALIP, PhD, CESO V**  
Schools Division Superintendent







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Enclosure No. 1 to Division Memorandum \_\_\_\_\_, s. 2023

**DIVISION MANAGEMENT TEAM**

NO.	NAME	DESIGNATION
1	Romeo M. Alip, PhD, CESO V	Schools Division Superintendent
2	Shirley B. Zipagan, PhD, CESO VI	Asst. Schools Division Superintendent
3	Melissa S. Sanchez, PhD, CESO VI	Asst. Schools Division Superintendent
4	Arceli S. Lopez, PhD	Chief Education Supervisor
5	Celia R. Lacanlale, PhD	Chief Education Supervisor

**TRAINING MANAGEMENT TEAM**

NO.	NAME	DESIGNATION
1	Jane P. Valencia	Education Program Supervisor
2	Jayson M. Santos	Senior Education Program Specialist
3	Robin D. Perez	Planning Officer III
4	John Paul B. Pallasigui	Information Technology Officer I
5	Michelle D. Mejia	Senior Education Program Specialist

**TECHNICAL WORKING GROUP**

NO.	NAME	STATION	DESIGNATION
1	Roland M. Suarez	Dampe Elementary School	Master Teacher I
2	Evelyn D. Pantig	Lauc Pao ES	Master Teacher II
3	Elizabeth G. Carreon	Bambang ES	Master Teacher II
4	Rayniel Rex A. Romano	Cabangcalan Elementary School	Teacher II
5	Jacqueline E. Libut-Paras	Guagua Elementary School	Teacher III
6	Lilibeth T. Simbul	Sta. Monica Elementary School	Teacher III
7	Glaiza P. Alfonso	Cabetican Elementary School	Teacher III
8	Jesielyn S. Ocampo	San Matias Elementary School	Teacher III
9	Rachel P. Balajadia	San Pablo Elementary School	Teacher III
10	Maribel B. Muzones	San Miguel Elementary School	Teacher III
11	Michelle S. Reyes	Sta. Maria Elementary School	Teacher III
12	Lilibeth M. Pamintuan	Bitas Elementary School	Teacher III
13	Carolina O. Mendoza	Mawacat Elementary School	ESHT III
14	Christy Marie A. Gemperoa	San Pablo 2nd National High School	Head Teacher III
15	Brendalyne D. Liwanag	Cawayan Elementary School	Head Teacher III
16	Jose Joel Pallasigui	San Matias Elementary School	Master Teacher I
17	Miriam G. Tiongco	Sta. Teresa 1st Elementary School	Teacher II
18	Joanne P. Lopez	Batasan Elementary School	Teacher III
19	Simonette S. Cruz	San Roque Dau High School	Master Teacher I
20	Ma. Catherine G. Mangune	Arayat National High School	Teacher II



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