



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
Schools Division of Negros Oriental

**Office of the Schools Division
Superintendent**


26 MAY 2023

DIVISION MEMORANDUM
No. 346, s. 2023

**UPDATES ON THE EARLY REGISTRATION AND NATIONAL
SCHOOL BUILDING INVENTORY (NSBI)**

TO : Assistant Schools Division Superintendents
Chiefs, CID & SGOD
Division Education Program Supervisors/Division Coordinators
Public Schools District Supervisors/District In-Charge
Public & Private Elementary and Secondary School Heads

1. The Department of Education (DepEd) started the conduct of early registration of incoming Kindergarten, Grades 1, 7, and 11 learners in public schools starting on May 10 to June 9, 2023.
2. In the recent order, DepEd reiterates that all incoming learners enrolling in Kindergarten and Grades 1, 7, and 11 in all public elementary and secondary schools shall pre-register or participate in the early registration to allow the Department to make the needed preparations and adjustments of plans for the incoming SY.
3. The schools may also encode in the Early Registration facility, the prospective enrollees for other grade levels (Grades 2-6, 8-10, and 12) based on the previous school enrollment to get the overall picture of the expected enrollees for the next enrollment. Thus, requiring all PSDS and district focal for planning to seriously monitor the encoding as to meet the deadline on or before June 9, 2023.
4. The field is hereby informed to submit the NSBI SY 2022-2023 in the BEIS on or before May 30, 2023.
5. All public and private schools are required to upload online through the Basic Education and Information System (BEIS).
6. All School Heads are hereby directed to ensure the accuracy and reliability of the data being reported.
7. For wide dissemination.


NERI C. OJASTRO EdD, CESE
Schools Division Superintendent
Division of Negros Oriental
5/25/23

NCO/NLR/JMA/RSB/ktc



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