



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OFFICE OF BATAAN

MAY 20 2022

DIVISION MEMORANDUM

No. 184, s. 2022

SUBMISSION OF SCHOOL PROFILE

To: Assistant Schools Division Superintendent
CID and SGOD Chiefs
Education Program Supervisors
Public Schools District Supervisors
All Public and Private School Heads
All Others Concerned

1. This Office announces the **Submission and Validation of School Profile for SY 2021-2022**. All public and private schools are advised to upload their school profile in the Basic Education Information System on or before **June 3, 2022**.
2. The data that will be collected from the school profile will serve as a basis for planning, budgeting, and policy recommendations in the Central Office.
3. To expedite the validation process, schools are advised to upload the soft copy of the school profile in their respective folder through this link:
<https://bit.ly/SDO-BTN-School-Profile-21-22>
In addition, feedback from the validators will be encoded in the google sheet in the same link.
4. The following timeline in the conduct of submission and validation of school profile shall be observed:

ACTIVITIES	TIMELINE
Encoding and Uploading of School Profile in the Basic Education System and Google Drive	June 3, 2022
Validation	June 6 to June 24, 2022
Uploading of corrected school profile in the Basic Education System and Google Drive	June 27-28, 2022
Submission of hard copy in the SDO (corrected school profile based on the comments of validators) (1 copy)	June 30, 2022



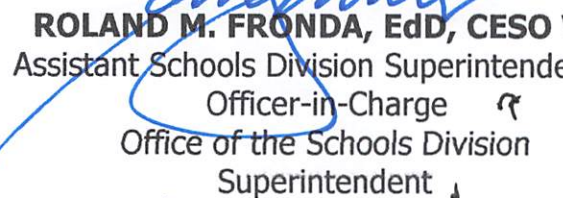
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5. Attached is the list of Signatories for School Profile for reference.
6. The manual for the uploading of school profile in the BEIS facility can be downloaded in the LIS support page.
7. Wide dissemination of and compliance with this Memorandum are enjoined.


ROLAND M. FRONZA, EdD, CESO VI
Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division
Superintendent

SO7/PART
May 18, 2022

Enclosed: as stated

To be included in the Perpetual Index
Under the following subjects:
BASIC EDUCATION LEARNERS
DATA POLICY
FORMS SCHOOLS



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CSC PRIME-HRM BRONZE AWARD
CSC Resolution No. 2001100



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Enclosure to Division Memorandum No. _____, s. 2022

SIGNATORIES FOR SCHOOL PROFILE (Public)

DESIGNATION	NAME	POSITION
Head of Office	Roland M. Fronda, EdD, CESO VI	Schools Division Superintendent
CID Personnel	Milagros M. Peñaflor, PhD	Chief Education Supervisor-CID
Div. ALIVE Coordinator	Romeo M. Layug	Education Program Supervisor
Div. Child Protection Focal Person/ Coordinator	Hermie G. Duran	Senior Education Program Specialist-Monitoring and Evaluation
Div. HR Personnel	Pilar C. Ignacio	Administrative Officer V
Div. School Health Coordinator/ Medical Officer/ Nurse	Roberto Luneta	Medical Officer III
Division Accountant	Myra V. Dilig	Accountant III
Div. SPED Coordinator	Jacqueline C. Tuazon	Education Program Supervisor
Div. Sports Coordinator	Ramon C. Perez	Chief Education Supervisor-SGOD
Div. Youth Formation Coordinator	Mayer D. Nogot	Project Development Officer I
DRRM Coordinator	Ray Q. Cruz	Project Development Officer II
Information Technology Officer	Richard M. Alboro	Information Officer I
IPED Focal Person/Coordinator	Jean A. Lintag	Education Program Supervisor
Physical Facilities Coordinator/ Div. Engineer	Engr. Merck Bryan A. Gragasin	Engineer III
Planning Officer III	Perlie Ann R. Torres	Planning Officer III
Senior Education Program Specialist (PRS-SGOD)	Mar-Elen Fe F. Reñosa, EdD	OIC-Education Program Supervisor
Senior Education Program Specialist (HRTD)	Roberto R. Pantig	Senior Education Program Specialist-HRTD
Senior Education Program Specialist-Monitoring and Evaluation (SGOD)	Hermie G. Duran	Senior Education Program Specialist-Monitoring and Evaluation



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SIGNATORIES FOR SCHOOL PROFILE (Private)

DESIGNATION	NAME	POSITION
Planning Officer III	Perlie Ann R. Torres	Planning Officer III
Senior Education Program Specialist- Monitoring and Evaluation (SGOD)	Hermie G. Duran	Senior Education Program Specialist-Monitoring and Evaluation



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