



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

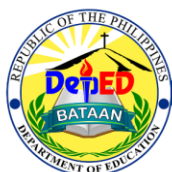
June 24, 2020

**DIVISION MEMORANDUM**  
**No. 133, s. 2020**

**CLARIFICATIONS ON REPORTING OF DAILY ENROLLMENT, LEARNER ENROLLMENT SURVEY FORM AND REMOTE ENROLLMENT STATUS REPORT**

To: Assistant Schools Division Superintendent  
Chiefs of Division, CID and SGOD  
Public Schools District Supervisors  
Public and Private Elementary, Junior and Senior High School Principals  
District ALS Coordinators  
All Others Concerned

1. In reference to Division Memorandum No. 129, s. 2020 entitled Submission of Learner Enrollment Survey Form (LESF) and Remote Enrollment Status Report dated last June 18, 2020, the Schools Division Office of Bataan is issuing these clarifications to comply with the required reports being submitted daily to DepEd Regional Office III.
2. Daily report on enrollment, LESF and remote enrollment status should be submitted both by public and private schools.
3. Report on enrollment of public schools shall be sent through the Public Schools District Supervisors while private schools shall be submitted to **[sdobataanplanning.research@gmail.com](mailto:sdobataanplanning.research@gmail.com)**. Cut off time is 12:00 noon daily.
4. LESF Report per grade level both in public and private schools, which shall now include Part C (Parent/ Guardian Information) and Part D (Household Capacity and Access to Distance Learning), and Remote Enrollment Status report shall be submitted through the links below. Provide the data as of June 24, 2020 and update daily until July 7, 2020. Cut off time is 12:00 noon daily.  
Public Elementary School: **<https://bit.ly/BTN-LESF-PUBELEM>**  
Public Junior High School: **<https://bit.ly/BTN-LESF-PUBJHS>**  
Public Senior High School: **<https://bit.ly/BTN-LESF-PUBSHS>**  
Private Elementary School: **<https://bit.ly/BTN-LESF-PVTELEM>**  
Private Junior High School: **<https://bit.ly/BTN-LESF-PVTJHS>**  
Private Senior High School: **<https://bit.ly/BTN-LESF-PVTSHS>**  
Alternative Learning System: **<https://bit.ly/BTN-LESF-ALS>**



“WE MOULD HEROES”

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ISO 9001: 2015 CERTIFIED

5. Kindly take note of the following reminders:
- To access the links for public schools, **DepEd email account** should be used.
  - To access links for private schools, official school email or personal account may be used since private schools have no DepEd email account.
  - Do not add sheets, download or alter the template. Look for the name of your school and encode the needed data on the allotted space to avoid deletion or errors.
6. Immediate dissemination of and strict compliance with this Memorandum are enjoined.

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