



Republic of the Philippines  
**Department of Education**  
REGION V - BICOL



27 Sep 2023

REGIONAL MEMORANDUM  
No. 494, s. 2023

DISSEMINATION OF THE MEMORANDUM ON THE REOPENING OF QUICK  
COUNT ENROLLMENT FOR SCHOOL YEAR 2023-2024 ENCODING  
IN THE LEARNER INFORMATION SYSTEM (LIS)

To : Assistant Regional Director  
Schools Division Superintendents  
Chief of Policy, Planning, and Research Division  
Chiefs of the Schools Governance and Operations Division (SGOD)  
RO/SDO Planning Officers  
School Heads for Public and Private Elementary and Secondary Schools  
All Others Concerned

1. For the information and guidance of all concerned, enclosed is a copy of the Memorandum dated September 27, 2023, titled "Reopening of Quick Count Enrollment for School Year 2023-2024 Encoding in the Learner Information System (LIS)."
2. Immediate dissemination of and strict compliance with this Memorandum is desired.

  
**GILBERT T. SADSAD**  
Regional Director

Encl.: As stated

Refs.: Memorandum dated September 27, 2023  
Memorandum OUOPS No. 2023-06-8422 dated September 18, 2023  
DepEd Memorandum No. 043, s. 2023 dated August 4, 2023  
DepEd Order No. 35, s. 2022 dated July 23, 2022

To be indicated in the Perpetual Index  
under the following subjects

BOSY  
ENROLLMENT  
LIS QUICK COUNT

PPRD/msc  
09/27/2023

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29 SEP 2023



Regional Center Site, Rawis, Legazpi City 4500

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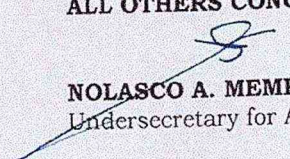
Republic of the Philippines  
**Department of Education**  
PLANNING SERVICE

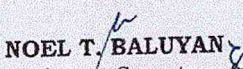
Office of the Director

27 September 2023

**MEMORANDUM**

**FOR:** MINISTER, BASIC, HIGHER AND TECHNICAL  
EDUCATION, BARMM  
REGIONAL DIRECTORS  
SCHOOLS DIVISION SUPERINTENDENTS  
REGIONAL PLANNING OFFICERS  
ALL OTHERS CONCERNED

**FROM:**  **NOLASCO A. MEMPIN**  
Undersecretary for Administration

 **NOEL T. BALUYAN**  
Assistant Secretary for Administration  
Officer-in-Charge  
Planning Service

**SUBJECT:** **RE-OPENING OF QUICK COUNT ENROLLMENT FOR  
SCHOOL YEAR 2023-2024 ENCODING IN THE LEARNER  
INFORMATION SYSTEM (LIS)**

The Department of Education announces the **re-opening of the Quick Count Enrollment for School Year (SY) 2023-2024 encoding** in the (LIS).

All public and private schools, State Universities and Colleges/Local Universities and Colleges, and Philippine Schools Overseas offering basic education, as well as the Alternative Learning System-Community Learning Centers (ALS-CLCs) are directed to continue encoding and updating their Quick Count Enrollment in the LIS.

Please be guided accordingly that the Quick Count Enrollment for SY 2023-2024 and Beginning of School Year (BOSY) 2023-2024 in the LIS are both open for encoding and updating. To avoid any confusion, all schools are also instructed to continue at the same time in encoding or updating their BOSY 2023-2024 data in the system.

The Regional Planning Officers (RPOs) and Division Planning Officers (DPOs) shall provide necessary technical assistance to schools that encounters difficulty in encoding their Quick Count and BOSY enrollment in the LIS and monitor the participation of all schools under their respective jurisdiction.

Finally, all schools are also reminded to ensure that all reported data in the LIS are accurate and correct since every data collected in the system are crucial to the



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29 SEP 2023



business of the Department in providing accessible, relevant, and quality education to all Filipino learners.

For further clarifications or questions, please do not hesitate to contact the **Planning Service-Education Management Information System Division (PS-EMISD)** through their email address [ps.emisd@deped.gov.ph](mailto:ps.emisd@deped.gov.ph).



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Republika ng Pilipinas  
**Kagawaran ng Edukasyon**  
REHIYON V  
**TANGGAPANG PANSANGAY NG MGA PAARALAN NG LUNGSOD NAGA**

September 29, 2023

To: Assistant Schools Division Superintendent  
Chiefs of CID, SGOD and Personnel  
OSDS Unit Heads and Personnel  
Public and Private Elementary and Secondary School Heads  
All Others Concerned

For immediate dissemination and compliance.

*[Signature]*  
ASDS *CECILIE C. FERRO*  
**SUSAN S. COLLANO CESO V**  
Schools Division Superintendent

SDO Rider 2015



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Page 1 of 2

