



Republic of the Philippines
Department of Education
Region VI – Western Visayas
SCHOOLS DIVISION OF CAPIZ

27 JUL 2026

DIVISION MEMORANDUM
No. 318 s. 2026

LEARNER INFORMATION SYSTEM TAGGING FOR SCHOOL YEAR 2026-2027

To: Assistant Schools Division Superintendent
OIC-Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Heads of Public Elementary, Secondary and Integrated Schools
All Others Concerned

1. Attached is Regional Memorandum No 734 s. 2026 titled **Learner Information System Tagging for School Year 2026-2027** which is self-explanatory.
2. Immediate dissemination of and compliance with this Memorandum are hereby directed.

ROEL F. BERMEJO
Schools Division Superintendent

Encl.: None
Reference: RM Nos. 692, s. 2026
MEMORANDUM OUF-2026-1619
To be indicated in the Perpetual Index
under the following subjects:

LEARNER / SCHOOL / DATA



Republic of the Philippines
Department of Education
REGION VI-WESTERN VISAYAS

JUL 22 2026

REGIONAL MEMORANDUM
No. **734** s. 2026

LEARNER INFORMATION SYSTEM TAGGING FOR SCHOOL YEAR 2026-2027

To: Schools Division Superintendents
All Others Concerned

1. Attached is Memorandum OUF-2026-1619 dated July 13, 2026 from Atty. Edson Byron K. Sy, Assistant Secretary for Finance, Officer-In-Charge, Office of the Undersecretary for Finance, on the Learner Information System Tagging for School Year 2026-2027.
2. Immediate dissemination of and compliance with this Memorandum are desired.


CRISTITO A. ECO, CESO III
Regional Director

Enclosure: None
Reference: Memorandum OUF-2026-1619
To be indicated in the Perpetual Index
under the following subjects:

BASIC EDUCATION
LEARNER
SCHOOL

JEG/PPRD-RM on Learner Information System...
Q2_RM_018 /July 21, 2026



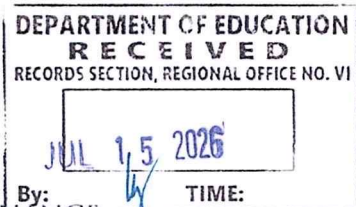
Address: Duran Street, Iloilo City, 5000
Telephone Nos: (033) 337-0149
Email Address: region6@deped.gov.ph



Certificate No. PHP QMS
24 93 0184



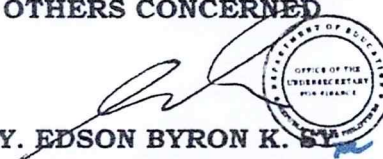
Republic of the Philippines
Department of Education
OFFICE OF THE UNDERSECRETARY FOR FINANCE



MEMORANDUM

OUF-2026-1619

TO : REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS
ESC AND SHSVP PARTICIPATING SCHOOL HEADS
ALL OTHERS CONCERNED

FROM :  **ATTY. EDSON BYRON K. SY**
Assistant Secretary for Finance
Officer-In-Charge
Office of the Undersecretary for Finance

SUBJECT : LEARNER INFORMATION SYSTEM TAGGING FOR SCHOOL
YEAR 2026-2027

DATE : JUL 13 2026

This refers to the use of the Basic Education Enrollment Form (BEEF), in compliance with DepEd Order No. 17, s. 2025, titled "*Revised Basic Education Enrollment Policy*." BEEF is used to collect learners' personal information which shall be used to create and/or update the learner profiles in the Learner Information System (LIS).

Further, DepEd Order No. 27, s. 2019, titled "*Guidelines on the Yearly Collection of Data/Information Requirements and Validation Processes*," provides that class advisers in public schools and designated school system administrators or school registrars in private schools must ensure that all learner profiles are updated regularly.

In this regard, all Educational Service Contracting (ESC) and Senior High School Voucher Program (SHSVP) participating schools are hereby reminded to ensure the proper tagging of learners in the LIS. Proper tagging ensures that the ESC grantees and SHS Voucher Program Beneficiaries (VPBs) are appropriately prioritized under the categories provided in DepEd Order No. 11, s. 2026, titled "*Revised Guidelines on the Implementation of Expanded Government Assistance to Students and Teachers in Private Education (E-GASTPE) in the Department of Education*."

Furthermore, participating schools are also reminded to correctly tag learners as ESC grantees or SHS Qualified Voucher Recipients (QVRs). For guidance, please refer to the following LIS tagging procedures:

Table 1. LIS Tagging Procedures

Tagging Facility	Manual
Pantawid Pamilyang Pilipino Program (4Ps)	https://tinyurl.com/4PsGuide
Indigenous Peoples	https://tinyurl.com/IPUserGuide
Learners with Special Educational Needs	https://tinyurl.com/LSENGuide
ESC grantees and SHS QVRs	https://tinyurl.com/ESCandSHSQVRIDUserGuide

Source: <https://support.lis.deped.gov.ph/support/>

Lastly, all ESC and SHSVP participating schools must ensure the accurate and timely encoding, updating, and validation of learner and school information in both the BEIS and the LIS. Failure to update data within the prescribed timelines shall constitute a light offense, as stipulated in DepEd Order No. 11, s. 2026.

For immediate dissemination and strict compliance.