



Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON



PPRD-RM-2025-292

11 April 2025

**Regional Memorandum**

No.292 s.2025

**DISSEMINATION OF GUIDELINES AND OTHER PERTINENT  
INFORMATION ON THE CONDUCT OF THE BASIC EDUCATION  
INFORMATION SYSTEM DATA COLLECTION FOR  
SCHOOL YEAR 2024-2025**

To **Schools Division Superintendent**  
**All Others concerned**

1. In reference to the attached DepEd Memorandum No. 31, s. 2025 on the Basic Education Information System (BEIS) and Validation for School Year 2024-2025 dated April 10, 2025, this Office hereby disseminates the guidelines for compliance by all governance levels within the prescribed timeline. Furthermore, on March 13, 2025, the Department, through DepEd Memorandum 2025-PPS-OD-03-009, conducted an online orientation on the BEIS Data Collection and Encoding for School Year 2024-2025 for Planning Officers across all levels of governance.
2. As emphasized in the memorandum and pursuant to DepEd Orders No. 27, s. 2019 and No. 9, s. 2022, the BEIS datasets are vital to delivering quality basic education. Thus, adherence to established standards is required, and the Implementation and Monitoring & Evaluation (M&E) Plans for BEIS SY 2024-2025 must be in place to ensure proper execution.
3. In this regard, all Schools Division Offices are requested to furnish the Regional Office of the approved *ImPlan* and *M&E Plan* through the following link: **[bit.ly/R4aSystem-ImPlan-MnePlan](https://bit.ly/R4aSystem-ImPlan-MnePlan)**.
4. Additionally, the progress of each Schools Division Office can be tracked via: **[bit.ly/R4a-ONELINK](https://bit.ly/R4a-ONELINK)**. The status will provide insight into each SDO's progress and the overall regional status.
5. For clarifications and other related concerns, please contact **Mr. Adrian A. Bullo** of the Policy, Planning and Research Division (PPRD) and/or **Ms. Jona M. Malonzo** via email at [pprd.calabarzon@deped.gov.ph](mailto:pprd.calabarzon@deped.gov.ph).



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6. Strict compliance with this memorandum is earnestly desired.

  
**ATTY. ALBERTO T. ESCOBARTE, CESO II**  
 Regional Director 

cc: PPRD/ROP4