

Department of Education

REGION X – NORTHERN MINDANAO SCHOOLS DIVISION OF EL SALVADOR CITY

Office of the Schools Division Superintendent

February 18, 2022

DIVISION MEMORANDUM No. Oss , s. 2022

DAILY UPDATING OF LEARNER'S VACCINATION STATUS

To: Assistant Schools Division Superintendent CID/SGOD Chiefs
Planning Officer III
School ICT Coordinators
Class Advisers
Elementary and Secondary School Heads
This Division

- 1. Pursuant to Memorandum OUCOS-PS-2022-012 received last February 16 2022 re: Daily Updating of Learner's Vaccination Status, all ICT coordinators are directed to update daily the vaccination status of the learners in the school. However, since the data will be coming from the advisers, the school may opt to use any of the suggested arrangements below whichever is deemed more helpful, advantageous and/or efficient for the school:
 - Advisers may submit to the ICT Coordinators their list of learners who were vaccinated already;
 - 1.2. The adviser may do the direct updating in the LIS.
- 2. Enclosure A stipulates the steps on how to do the updating.





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- Further, the schools are required to provide updates in terms of number of learners vaccinated through the e-SF4 link that the ICT Coordinators are updating every month. Specifically, data input should be placed under the February enrollment sheet.
- 4. This Office adheres to the Equal Opportunity Principle (EOP) in the steps to be undertaken for this purpose. Hence, all decisions and actions shall be based solely on the guidelines set forth, with no discrimination on the account of age, gender, identity, sexual orientation, civil status, disability, religion, ethnicity, or political affiliation.
- 5. Immediate and wide dissemination of this memorandum is desired.

OLGA C. ALONSABE, PhD., CESE

Schools Division Superintendent

To be indicated in the Perpetual Index Under the following subjects:

LEARNERS





Department of Education

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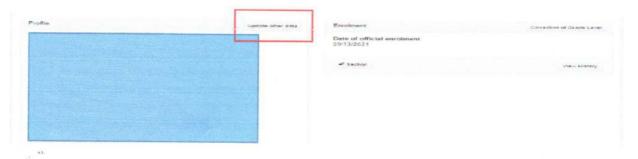
ENCLOSURE A.

STEPS IN UPDATING THE LEARNER'S VACCINATION STATUS IN THE LIS

- 1. Log-in to lis.deped.gov.ph using the adviser's credentials (username and password)
- 2. Click on the master list icon to see the full list of learners enrolled in the class
- 3. Click on the profile button/icon found right after the status



4. Click "update other data" button/icon



5. Update the vaccination status then click save button/icon





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Department of Education PLANNING SERVICE

Office of the Director

MEMORANDUM OUCOS-PS-2022-012

TO:

REGIONAL DIRECTORS

SCHOOL DIVISION SUPERINTENDENTS

REGIONAL & DIVISION PLANNING OFFICERS

PUBLIC ELEMENTARY AND SECONDARY SCHOOL HEADS

ALL OTHERS CONCERNED

FROM:

Director IV, Planning Service

SUBJECT:

Daily Updating of Learners' Vaccination Status

DATE:

07 February 2022

In line with the Department of Education's effort to reintroduce face-to-face classes in basic education, and in support to national government's vaccination drive for learners, a tagging facility for COVID-19 learner vaccination has been recently deployed in the Learner Information System. The tagging facility was designed to collect learners' vaccination data and monitor the progress of vaccination.

In line with this, all LIS coordinators are directed to regularly update and encode the learners' information regarding their vaccination status. Regional and Division Planning Officers are enjoined to monitor and provide technical assistance to school with challenges on encoding. We are monitoring these data for the implementation of the limited face-to-face classes.

For immediate dissemination and strict compliance.

Noted:

ATTY. NEPOMUCENO A. MALALUAN

Undersecretary and Chief of Staff