



Republic of the Philippines  
**Department of Education**  
Region XII  
**Division of Sarangani**  
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**DIVISION MEMORANDUM**

**No. 73, s. 2014**

**TO :** District Heads / School Administrators / Teacher Leaders  
Elementary and Secondary Schools  
All other concerned

**FROM :**   
**ISAGANI S. DELA CRUZ**  
Schools Division Superintendent

**SUBJECT :** **LEARNER INFORMATION SYSTEM (LIS) TIMELINE for ENCODING and UPDATING of LEARNERS**

**DATE :** **February 28, 2014**

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1. Please be informed that the following timeline for Learner Information System as per School Forms Reengineering Team of Deped Cental Office are the following:

LIS ENCODING	Updating of Learners	End of Learners Updating
February 28, 2014	March 10, 2014	April 30, 2014

2. Please be informed also that LIS User's Manual can be also downloaded in LIS website ([lis.deped.gov.ph](http://lis.deped.gov.ph)) for reference.
3. For your information and guidance of all concerned.

