



Republic of the Philippines  
**Department of Education**  
REGION I



Office of the Regional Director

MAR 23 2021

REGIONAL MEMORANDUM  
No. 250, s. 2021

**ONLINE ORIENTATION ON EARLY REGISTRATION AND RELATED PROCESSES**

To: **Schools Division Superintendents**

1. The Department of Education – Central Office, through the Office of the Undersecretary for Planning, Human Resource and Organizational Development, Hon. Jesus L.R. Mateo has issued the MEMORANDUM DM-PHROD-2021-0194 dated March 22, 2021 regarding the conduct of the Online Orientation on Early Registration and Related Processes on March 24, 2021.
2. Attached is a copy of the said Memorandum.
3. For information, guidance, and attendance of all concerned.

  
**TOLENTINO G. AQUINO**  
Director IV

Encl.: As stated.

Reference: MEMORANDUM DM-PHROD-2021-0194

To be indicated in the Perpetual Index

Under the following subjects:

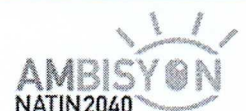
EARLY EDUCATION PROCESSES REGISTRATION ORIENTATION

PPRD/pjc/RM\_2021orientERegistration  
March 23, 2021

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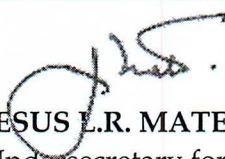
## Department of Education

OFFICE OF THE UNDERSECRETARY

PLANNING, HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM  
DM-PHROD-2021-0194

TO : Minister, Basic, Higher and Technical Education, BARMM  
All Regional Directors  
All Schools Division Superintendents  
Regional Planning Officers  
Division Planning Officers  
All Others Concerned

FROM :   
JESUS L.R. MATEO  
Undersecretary for Planning, Human Resource and  
Organizational Development

SUBJECT : Online Orientation on Early Registration and Related Processes

DATE : 22 March 2021

With the issuance of **DepEd Memorandum No. 8, s. 2021** entitled **Deferment of the Conduct of Early Registration** which provides the dates and instructions for the conduct of the pre-registration of all incoming Kindergarten, Grades 1,7, and 11, from 26 March to 30 April 2021, all **Regional and Division Planning Officers** are instructed to participate in an **online orientation** that will be held on **24 March 2021**.

The online orientation primarily seeks the following objectives:

1. To orient and capacitate the participants on the guidelines, processes and conduct of remote and in-person early registration in the new normal; and
2. To ensure a clear understanding on the modified Basic Enrollment Form, reporting of data and features of the system facility to be deployed.

To confirm their attendance, **all participants are instructed to register through this link: <http://bit.ly/orientationonearlyregistration>** on or before **23 March 2021**. The platform to be used for this activity is Zoom to cater the anticipated large number of participants and the invitation link will be emailed to confirmed participants only.

Should you have further clarifications, please do not hesitate to contact **PS-EMISD** at **[ps.emisd@deped.gov.ph](mailto:ps.emisd@deped.gov.ph)**.

For immediate dissemination and appropriate action.