



Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS  
SCHOOLS DIVISION OF NEGROS ORIENTAL

**Office of the Schools  
Division Superintendent**

07 SEP 2021

DIVISION MEMORANDUM  
No. 681, s. 2021

**EARLY ENROLMENT FOR SY 2021-2022**

To: Assistant Schools Division Superintendent  
Chief, CID and SGOD  
Division Education Program Supervisors/Education Program Specialist  
Public Schools District Supervisors/District In-Charge  
Public Elementary/Secondary School Heads  
All Others Concerned

1. This office hereby informs the field and Community Learning Centers (CLCs) to enroll the learners for SY 2021-2022 using the LIS Quick Facility.
2. School Heads shall assign teachers for the early enrolment and to ensure that all learners are enrolled until September 17, 2021.
3. Assigned teachers are entitled to a **five (5) days service credits** provided that they have accomplished the task before the opening of classes on September 13, 2021, per DepEd Order No. 53, s. 2003.
4. Respective Public Schools District Supervisors are tasked to monitor the early enrolment using the LIS Quick Facility and to equal or surpass the School Year 2020-2021 enrolment.
5. For your guidance and compliance.

**SENEN PRISCILLO P. PAULIN, CESO V**  
Schools Division Superintendent

SPP/ MKP-JMA-NLR/OASDS-R/ NLR/ albt



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