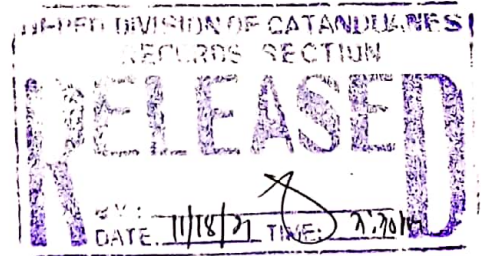




Republic of The Philippines  
Department of Education  
REGION V

SCHOOLS DIVISION OF CATANDUANES



November 16, 2021

DIVISION MEMORANDUM  
No. 523 s. 2021

**PRODUCTION OF EPISODES FOR TELEVISION AND VIDEO-BASED INSTRUCTION**


TO: PEACHIE ROSHELE T. CHAVEZ,  
*Librarian II, SDO- Catanduanes*  
HAZEL GRACE T. VARGAS  
*Teacher II, Catanduanes NHS, Virac North District*  
ORLANDO M. ALEJANDRO  
*Teacher III, Mayngaway NHS, San Andres West District*  
MYRIN J. AGUILAR,  
*Master Teacher I, Virac Pilot ES, Virac North District*  
DENNIS T. TULALIAN,  
*Teacher III, San Vicente ES, Viga West District*  
DONALD KARL T. SORRAL,  
*Teacher III, Catanduanes NHS, Virac North District*  
JOHN MICHAEL P. SARTE,  
*Teacher II, San Andres Vocation School, San Andres East District*  
JESSIE JAMES S. TANAEL,  
*Teacher III, San Andres Vocation School, San Andres East District*  
EMMANUAL T. BARRAMEDA,  
*Teacher I, Catanduanes National HS, Virac North District*  
ALVIN B. BINAS  
*Teacher III, Tubli National High School, Caramoran North District*  
NATHALEE C. TURADO  
*Teacher II, Calatagan ES, Virac North District*  
THROUGH THE CHIEFS, CID AND SGOD  
EDUCATION PROGRAM SUPERVISORS  
PUBLIC SCHOOLS DISTRICT SUPERVISORS  
ELEMENTARY AND SECONDARY SCHOOL HEADS

1. You are hereby advised to participate in the Production of Episodes for Television and Video-Based Instruction on November 24- 28, 2021 at the venue to be announced later.



San Roque, Virac, Catanduanes  
052 - 8114063  
catanduanes@deped.gov.ph  
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DepEd Tayo - Region V - Catanduanes

2. Please be reminded to undergo COVID 19 Rapid Test not earlier than 24 hours and present negative result upon checking – in late afternoon of Day 0, November 23, 2021 with dinner as the first meal to be served. You will not be allowed to leave the venue until late afternoon of Day 5 with afternoon snacks as the last meal to be served. Wearing of facemask, distancing and other required health protocols will be observed and closely monitored
3. The following materials are to be brought by team according to organized groupings:
  - Camera (DSLR)
  - Tripod
  - Ring light
  - Studio video light (if available)
  - Prompter (if available)
  - Editing laptop (at least Core 13)
  - memory card
  - extension wires
  - chrome cloth
  - make up kit
4. Expenses for the rapid test, purchase of expendable supplies and materials, food and accommodation, and travel relative to attendance to the activity shall be charged against funds for the provision of learning resources downloaded to the division subject to usual accounting and auditing rules and regulations.
5. For information and guidance.

  
**SUSAN S. COLLANO**  
Assistant Schools Division Superintendent  
Officer-In-Charge  
Office of the Schools Division Superintendent

Encls: as stated

To be indicated in the perpetual Index under the following subjects:

PRODUCTION OF RPISODES FOR TELEVISION AND VIDEO -BASED INSTRUCTION

JTT/ DM

0026/ November 16, 2021



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