



Republic of the Philippines
Department of Education
REGION V
SCHOOLS DIVISION OFFICE OF CATANDUANES

UNNUMBERED MEMORANDUM
OSDS-CID-UM- 03/23/2023/jtt

TO : Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors/ In-charge of the Districts
Elementary and Secondary School Heads
All other Concerned

By the Authority of the Schools Division Superintendent:

FROM : *MA. LUISA T. DELA ROSA*
Assistant Schools Division Superintendent
Officer in-charge

SUBJECT : TRAINING - WORKSHOP ON THE PRODUCTION OF
DOCUMENTARY VIDEOS AND LEARNING RESOURCE NEEDS
ASSESSMENT

DATE : March 23, 2023

- Please be informed that there will be a 5 - day live - in Training Workshop on the Production of Documentary Videos and Learning Resource Needs Assessment on March 24-28, 2023 at Rhaj Inn , Gogon, Virac, Catanduanes.
- The objectives of the activity are the following:
 - To maximize the skills and knowledge of trained /skilled teachers in scriptwriting, broadcasting, video editing, and photography directing;
 - to ensure confidence of participants in the basics of creating and overseeing a field production (pre-production, production and direction); and
 - to capacitate participants in producing documentary videos featuring learning needs and learning resource needs of learners with disabilities.
- The participants are the following:

Day 1 and 2 - March 24-25, 2023				
(Check - in March 24, 2023 7:30 a.m. Check - out March 26, 2023 7:30 a.m)				
First Meal -morning snacks of March 24, 2023; last meal breakfast of March 26, 2023				
No.	Name of Personnel	Position /Title	School/Office	Role
1	Mary Rose Sta. Rosa	Principal I	Palta NHS	Multimedia Director
2.	Febie T. Soriao	MT I	San Roque ES	Production Assistant/Voice Over Talent
3.	Maria Teresa Satairapan	MT 1	JMAMES	Scriptwriter/ VO Talent



4.	Neiyen Temeña	Teacher III	Bato CES	Scriptwriter/ VO Talent
5.	Paul John Padilla	Teacher II	VPES	Scriptwriter/ Illustrator
6	Orlando Alejandro	Teacher III	Mayngaway NHS	Director of Photography
7.	Melogay Alberto	Teacher III	SAVS	Videographer
Day 3, 4 and 5 – March 26-28, 2023				
(Check – in: March 25,2023, 5:00; Check – out: March 28, 2023 5:00 pm)				
First meal: dinner of March 25,2023 ; last meal : afternoon snacks of March 28,2023				
8.	Jogene Alilly C. San Juan	PDO II	SDO	LR Staff
	Christine Phoebe C. Bien	Teacher I	CNHS	Master Editor
9	Kristina T. Arcilla	ADAS II	Gigmoto CES	Graphic Artist
10	Jerome Alcantara	Teacher III	Dororian NHS	Video Editor
11.	Ralph A. Dolores	Teacher		
QA and Continuation of Video Editing : to be scheduled later				
12	Jesslyn T. Taway	EPS	SDO	QA
13.	Cynthia Soneja	EPS	SDO	QA
14.	Jennifer Metica	ITO	SDO	QA
15	Jogene Alilly San Juan	PDO II	SDO	QA
16.	Peachie Roshele Chavez	Librarian II	SDO	QA
17.	Zarita M. Boneo	MT II	Bigaa ES	QA
18	Christine Phoebe C. Bien	Teacher I	CNHS	Master Editor

2. Travel expenses shall be charged against School MOOE/Local funds while meals and accommodation shall be charged to HRTD Fund subject to usual accounting and auditing rules and regulations.

3. Participants shall be given 1.5 service credits per day for Saturday and Sunday participation per CSC and DBM Joint Circular No. 2 s. 2004.

4. For information, guidance, and compliance.

Encl.:

References:

To be indicated in the Perpetual Index

Under the following subjects:

jtt/ UM TRAINING -WORKSHOP ON THE PRODUCTION OF DOCUMENTARY VIDEOS AND LEARNING RESOURCE NEEDS ASSESSMENT/ March 23, 2023

