



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
Schools Division of negros oriental

**Office of the Schools Division
Superintendent**

DIVISION MEMORANDUM

No. 731 , s. 2022

**DIGITIZATION & FINALIZATION OF THE LOCALIZED TEACHING-LEARNING
SUPPORT MATERIALS (AUDIO-VIDEO LESSONS & BIG BOOKS)**

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

1. The CID-LRMS together with the Division Education Program Supervisors will conduct a 5-Day Digitization & Finalization of the Localized Teaching-Learning Support Materials (Audio-Video Lessons & Big Books) that will focus on the enhancement of the submitted quality assured audio-video lessons and big books on September 26-30, 2022, from 8:00am to 5:00pm at Southview Hotel, Banilad, Dumaguete City.
2. This activity aims to:
 - a. enhance the audio-video lessons based on the suggestions of the QA Team;
 - b. to convert Big Books to enhance digital format;
 - c. to improve usability and safeguard access of teachers and students to digital learning materials through digital management and manipulation; and
 - d. upload converted Big Books and enhanced Audio-Video lessons to the local LR portal.
3. The participants are required to bring Laptop (with Adobe Photoshop, Adobe Illustrator, Adobe InDesign, and Filmora/Adobe Premier/Video Editing Software installed), mobile home Wi-Fi and extension wire. Likewise, they must strictly observe stringent health protocols against Covid-19 infection.

SEP 21 2022



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4. Check-in will be on the 1st day of the activity at 1:00 PM and Check-out is at 1:30 PM on the 5th day of the scheduled date. Meals and accommodation are chargeable against OSEC-7-22-0767 Funds, while travelling and other incidental expenses incurred will be charged against school MOOE/Local funds, all subject to the usual accounting and auditing rules and regulations.
5. The teacher together with their School Head shall ensure that classes are taken over and lessons for the week be handed over to the proxy teacher while on training. (Open communication of both teacher and proxy shall be observed for any concerns of the lesson)
6. Please be guided accordingly.
7. Immediate and wide dissemination of this memorandum is desired.

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SENEN PRISCILLO P. PAULIN, CESO V
Schools Division Superintendent ✓
Office of the Schools Division Superintendent



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OFFICIAL LIST OF PARTICIPANTS

NAME	DISTICT	STATION
Syrene Joy Q. Renacia	San Jose	Siapo Elem. School
Myleen Sedillo	Amlan	Panusuan Elem. School
Michael Gudio	Ayungon I	Mabato Elem School
Aileen N. Cruz	Dauin	Apolinar Macias MHS
Christian Even D. Santillan	La Libertad I	La Libertad TVS
Gerald T. Ubag	Bacong	Buntod High School
Jenelyn Acas Macasaol	Manjuyod 2	Libjo ES
Marie Tonette E. Lajot	Sta. Catalina I	Marcelino E. Eligan Banlas ES
Shastine Kreyz C. Tupaz	Tayasan II	Jilabangan ES
Alden B. Deguit	Ayungon II	TamboNHS
Farell D. Garcia	Ayungon II	Tambo NHS
Reynald M. Manzano	Sta. Catalina II	Cawltan High School
Elda Jean Chua	Sibulan	Sibulan CES
Raymund Santillan	Bacong	Nazario Tale Mem. School
Alberto J. Rebutazo	Amlan	Jantianon NHS
Rurex Bon V. Cagas	Zamboanguita 1	Malongcay ES
Colyn Mae B. Macaroy	Zamboanguita 1	Kaladias ES
Jasmine Rose Grancapal	Sta. Catalina I	Hingles ES
Clint Noblefranca	Ayungon II	Ambus ES
Rabbi Balbon	Ayungon II	ANHS - Carol-an Ext
Stephen C. Baldado	Manjuyod II	Manjuyod National HS
Hara Cymell B. Acab	Manjuyod II	Manjuyod National HS
Jasmine Rose L. Grancapal	Sta. Catalina I	Hingles ES
Nolan Ryan R. Alas-as	Tayasan I	Tayasan NHS
Eddie Mur Murillo Jr.	Ayungon 2	Tambo ES
James Caramonte	Dauin	Dauin NHS
Troxie Gavect Torres	Tayasan 2	Tayasan NHS
Raymund G. Lula	Mabinay IV	Hagtu ES
Rafael Rex B. Felisida	Manjuyod 2	Manjuyod NHS
Littie Beth S. Bernadez	La Libertad I	La Libertad TVS
Shemdarwin S. Medez	Ayungon 1	Ayungon Science HS
John Ivan Catacutan	San Jose	Crisostomo O. Retes NHS
Francis O. Silao	Sta. Catalina 4	Obat HS
Peter Paul Patron	NOHS	NOHS
Mary Grace C. Bongabong	Siaton 4	Aurelia Mercedo MHS
Jonillo Jainar	Jimalalud 2	Jimalalud SHS
James Sevilla	Jimalalud 1	Jimalalud NHS
Brendan June Dumagan	Siaton 3	Maloh PCHS
Rudy Tagud, Jr.	Sibulan 2	Ajong NHS
Ian John Emmanuel Tubio	Siaton 3	Maloh PCHS



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Tristan Jamito	Valencia	Valencia NHS
Floyd Jimber Gajelomo	Siaton 1	Sumalining HS
Marco Umbac	NOHS	NOHS
Venus V. Mañosa	NOHS	NOHS
Keenji Armentano	NOHS	NOHS
Christopher Kinikito	Siaton 2	FTMS (ALS)
Geneva Faye Mendoza	Sta. Catalina 1	Casiano Napigkit NHS
Jenny Mae B. Tubil	Zamboanguita 2	Kaladias ES
Glyndel D. Pastor	Ayungon 1	Ayungon NHS
Christopher Distrito Yangan	Siaton IV	Maria Macahig MHS
NickJun B. Abello	Bindoy 1	DLANHS
Neil Ian Villegas	Bacong	San Miguel CS
Raffy Lozaga	Sibulan 2	
Jeric Ozoa	Sta. Catalina 2	Nagbalaye HS
Florence Rose C. Florencio	Ayungon 1	Ayungon NHS
FACILITATORS/TRAINING TEAM		
NAME	DISTRICT	STATION
Mark Dave Vendiola	NOHS	NOHS
Mark Joven Casal	Ayungon II	Carol-an NHS-ANHS Extension
Rosela R. Abiera	D.O.	D.O.
Elmar L. Cabrera	D.O.	D.O.
Maricel S. Rasid	D.O.	D.O.



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