



Republic of the Philippines  
**Department of Education**  
 REGION X - NORTHERN MINDANAO  
 DIVISION OF MALAYBALAY CITY

JNM-2021-05-039  
 DEPED MALAYBALAY CITY DIVISION  
 RELEASED  
 DATE: TIME: 2:59 pm  
 BY: MAY 19 2021

---

**UNNUMBERED MEMORANDUM**

To: **JOHN MARK S. DELA PEÑA-TEACHER I, MAPAYAG IS**

From:  **VICTORIA V. GAZO, PH.D, CESO V**  
 Schools Division Superintendent

Date: May 19, 2021

Subject: **ATTENDANCE TO THE ORIENTATION AND CRAFTING OF BIGATEN  
 DEPED 10 SPECIAL SEGMENTS CUM VIDEO EDITING AND SCRIPT  
 PRODUCTION**

1. In line with **Division Memorandum No. 264, series 2021** Re: "Orientation and Crafting of Bigaten DepEd 10 Segments Cum Video Editing and Script Production. This Office informs **Mr. John Mark C. Dela Peña**, Teacher I of Mapayag Integrated School to attend the abovementioned activity on **May 20, 2021, 8:00 in the morning** at the **Division Multi-Purpose Hall**.
2. You are hereby directed to perform your function as video editor under **Team E-Support to Learning Delivery** and report on the scheduled activities for the segment production.
3. Should there be queries contact **Mr. Woodrow Wilson B. Merida**, Senior Education Program Specialist, Human Resource Development at 09664752094.

Copy furnished:  
 Records Unit  
 HRD-WWBM



Address: Sayre Hi-way, Purok 6, Casisang, Malaybalay City  
 Telefax No.: 088-314-0094; Telephone No.: 088-813-1246  
 Email Address: [malaybalay.city@deped.gov.ph](mailto:malaybalay.city@deped.gov.ph)