



2022-48952

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

DM - 2022 - 03 - 166
 DEPED MALAYBALAY CITY DIVISION
 RELEASED
 DATE: MAR 20 2022
 BY: [Signature]

DIVISION MEMORANDUMNo. 166 s. of 2022

To: Assistant Schools Division Superintendent
 Chief Education Supervisors, SGOD and CID
 Education Program Supervisors
 All Others Concerned

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

Date: March 17, 2022

Subject: **CONDUCT OF THE MALAYBALAY CITY DIVISION HOSTING OF
 BIGATEN SA DEPED X EPISODE**

- Relative to Regional Memorandum 111 series of 2022 re: 2021 Bigaten DepEd X, #A10 'to SEASON 3, S 2022 Guidelines, this office hereby informs the field of the committees and timelines that must be adhered to of the division's hosting
- Likewise, be informed that DepEd Malaybalay is scheduled for airing this coming Tuesday, May 24, 2022, thus it is strictly advised that everyone should follow the expected timeline to allow for minor changes to be made.
- Attached below is the names of technical working committee members and their respective functions to wit:

Committee	Name	Function
Overall Chairpersons of the Program	Victoria V. Gazo, CESO V Aliena S. Dajay, CESE	Manage the overall program Be present on the date of critiquing of the videos. Give feedback (comments/suggestions) for the refinement of the videos submitted by the PSDSs
Over-all Chairman of the Technical Working Committee	Rio G. Arbutante, EPS II SMN, DIO	Navigator of the whole program preparation and flow. Coordinate with DepEd Region X for updates regarding the program.
Program Focal Persons	Aba Q. Allaba, PSDS D1 Bonifacio M. Palo, PSDS D2 Noel A. Tan Nery, PSDS D3 Liza G. Balintongog, PSDS D4	Identify one school from his/her district to be featured in the episode. Schools who are winners of the National or Regional SAFE-CI



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





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

	<p>Vicente G. Sanmiguel, PSDS D5 Manny P. Pimentel, PSDS D6 Rommel T. Jabonero, PSDS D7 Jovy G. Molina, PSDS D8 Ferdinand V. Mortera, PSDS D9 Evernold T. Berial, PSDS D10</p>	<p>Contest are automatic representative of that district. If two schools within one district but different levels are winners, priority must be given to the school with the higher level. If two schools within the district are winners but of the same level, the PSDS will have the discretion to which school he/she will choose to represent that district, and so too with districts who never had winning schools.</p> <p>Lead in the crafting of a 4-5 minute video presentation, with their own team, of the best practices of that school that the PSDS will chose to feature. The video should be composed of a brief overview of best practices, the identified gap they are trying to address, specifics of the of those practices and the modes of monitoring of that practice.</p> <p>Choose, prepare and setup the prerecording venue within the school. It is advised that the venue should be outdoor but free from loud noise and too much physical distraction and simple.</p> <p>Be present during the prerecording of the video whose date will be determine upon mutual agreement between the PSDS, School Head and Division Information Officer/Overall Technical In-charge.</p> <p>Coordinate the updates to the Overall Technical In-charge so that assistance could be given if needed.</p>
Video Production	<p>Rio G. Arbutante, EPS II-SMN Jimdandy S. Lucine, PDO II Karl Lois C. Pagaran, PDO I</p>	<p>Coordinate with the PSDSs on the venue and schedule of prerecording of video for actual airing.</p>





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

		Be present in the agreed venue and facilitate the actual prerecording of the video for the actual airing.
Committee on Stage Decoration and Set-up	Edelina M. Eborá, SEPS SMME Mary Gladys J. Dublas, EPS II, SMME Jherie Jane N. Guinton	Coordinate with SDS/ASDS on the venue of their pre recording. Prepare the over all set design during the pre recording of the video. Assist the video production team in cases where their expertise is needed to set up the prerecording of videos for the actual airing.
Committee on Lights and Audio	Woodrow Wilson B. Merida, SEPS HRTD Rex C. Dacanay, EPS II HRTD John Michael Vincent M. Gayosa	Prepare studio led lights, microphones, mic stand, mixer and other audio needs of the set-up. Setup the needed materials a day before the scheduled airing.
Floor Directors	Ria K. Alcuizar, SEPS Planning and Research Lucilyn M. Cahucom, PDO I	Ensure the program flow and facilitate the entrance and exit of guests in order during the actual airing.
Prompters	Marsfifth M. Mamawag, SEPS SMN Maryjane T. Coniado	Prepare a Powerpoint presentation of the video of the script that will be provided by the Division Information officer. Background of the presentation must be black.

4. Proposed Timeline

Date	Activity	Persons Involved
Friday, April 8, 2022	Submission of the Videos by the PSDSs featuring the Best Practices of their identified schools.	Aba Q. Allaba, PSDS D1 Bonifacio M. Palo, PSDS D2 Noel A. Tan Nery, PSDS D3 Liza G. Balintongog, PSDS D4 Vicente G. Sanmiguel, PSDS D5 Manny P. Pimentel, PSDS D6 Rommel T. Jabonero, PSDS D7 Jovy G. Molina, PSDS D8 Ferdinand V. Mortera, PSDS D9 Evernold T. Berial, PSDS D10
Monday, April 11, 2022	Video Critiquing	Victoria V. Gazo, CESO V Aliena S. Dajay, CESE





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

Tuesday - Friday, April 12-15, 2022	Polishing of videos by the project focal person incorporating the suggestion made by Overall Chairpersons of the Program	Aba Q. Allaba, PSDS D1 Bonifacio M. Palo, PSDS D2 Noel A. Tan Nery, PSDS D3 Liza G. Balintongog, PSDS D4 Vicente G. Sanmiguel, PSDS D5 Manny P. Pimentel, PSDS D6 Rommel T. Jabonero, PSDS D7 Jovy G. Molina, PSDS D8 Ferdinand V. Mortera, PSDS D9 Evernold T. Berial, PSDS D10
	Preparation of the Video Script for Actual Airing	Rio G. Arbutante, EPS II-SMN
April 18-29, 2022	Prerecording of Videos for Actual Airing	Rio G. Arbutante, EPS II-SMN Jimdandy S. Lucine, PDO II Karl Lois C. Pagaran, PDO I
Monday, May 4, 2022	Submission of polished videos to the regional office and crafting of scripts during the actual airing.	Rio G. Arbutante, EPS II SMN, DIO

4. Should there be queries contact **Rio G. Arbutante**, Education Program Specialist II, Social Mobilization and Networking at 0917-845-6602.

TO BE POSTED IN THE WEBSITE

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

