



Republic of the Philippines  
**Department of Education**  
REGION XI  
SCHOOLS DIVISION OF DIGOS CITY

**OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT**

**DIVISION MEMORANDUM**  
No. 476, s. 2020

October 7, 2020

**TECHNICAL WORKING GROUP FOR VIDEO AND AUDIO EDITING FOR DIGOS  
ESKWELA TV & RADIO PRODUCTIONS & FOR THE TEACHERS DAY  
CULMINATION DAY PROGRAM**

To: SCHOOL HEADS  
IT Officer

1. In line with the various initiative of Department of Education for organizational transformation has recognized the importance of Information and Communication Technology in the organization. Amidst this COVID 19 Pandemic this office has implemented DigoSkwela Project.
2. In this connection, we are requesting the following personnel as member of the Technical Working Group who will edit, arrange, render and upload videos for TV- Based Instructions, Radio Based Instructions on October 8- 16, 2020
  - Jay Mark Alocelja – Marawer ES
  - Lee Wilson Precellas - Apolandia ES
  - Demosthenes Cajés – Digos City Central ES
  - Marlou Samontina – Kapatagan NHS
  - Thonver Sampaga – Kapatagan NHS
  - Jeffrey Villamor – Digos City SHS
  - Stephen R. Pascual – IT Officer
3. Pursuant to DepEd Order No. 53 series of 2003, participants are entitled of Service Credits or Compensatory Time-off for days of work that falls on Saturdays and Sundays.
4. Transportation and other incidental expenses related to this activity will be charged to Local Funds subject to the usual accounting and auditing rules and regulations.
5. For your information and guidance.

**CRISTY C. EPE**  
Schools Division Superintendent

DepEd Schools Division of Digos City,  
RECORDS SECTION

**RELEASED** 20-63239

DATE: 07 OCT 2020 TIME: 2:15 pm

BY:

