



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON



21 June 2023

Regional Memorandum

No.347 s.2023

ON-SITE SHOOT OF THE SCHOOL GOVERNANCE COUNCIL (SGC) INSTRUCTIONAL VIDEOS

To **Schools Division Superintendents of Rizal Province and Biñan City**

1. Pursuant to DepEd Memorandum No. 0820, s. 2023, this Office, through the Field Technical Assistance Division, informs the field that the Bureau of Human Resource and Organization Development – School Effectiveness Division (BHROD-SED) is currently developing six (6) instructional videos that shall serve as supplementary references for schools to further capacitate themselves on the implementation of the SGC and administration of the SGC Functionality Assessment Tool.
2. In this regard, the following schools are requested to participate in the said video production.

SDO	SCHOOL	SCHEDULE
Biñan City	Biñan National High School	July 3, 2023
Rizal	San Francisco Elementary School	July 4, 2023
Rizal	Sto. Niño Integrated School	July 4, 2023

3. Ms. Marian Efondo of BHROD-SED shall contact the principal for the specific time they will come to your school on the specified date above. Please see the attachment for the visual pegs that will be covered for the on-site shoot.
4. For more information or queries, please contact Eugenio S. Adrao of the Field Technical Assistance Division at (02) 8682-2114 local 440.
5. Immediate dissemination and compliance of this Memorandum are highly desired.

ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director

cc:04/ROF3



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Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM

DM-OUHROD-2023-0820

TO : ALBERTO T. ESCOBARTE
Regional Director, CALABARZON

WILFREDO E. CABRAL
Regional Director, NCR

FROM : GLORIA JUMAMIL-MERCADO
Undersecretary for Human Resource and Organizational Development

SUBJECT : ON-SITE SHOOT OF THE SCHOOL GOVERNANCE COUNCIL (SGC) INSTRUCTIONAL VIDEOS

DATE : June 14, 2023

To further support the implementation of the School Governance Council (SGC) policy and roll out of the SGC Functionality Assessment Tool, the Bureau of Human Resource and Organizational Development – School Effectiveness Division (BHROD-SED) is currently developing six (6) instructional videos. These videos shall serve as supplementary references for schools to further capacitate themselves on the implementation of the SGC and administration of the tool.

Part of the video production is an on-site location shoot that will require the following visual pegs:

<p>INSIDE THE CLASSROOM</p> <ul style="list-style-type: none"> • Learners raising hands • Learners writing on chalkboard • Teachers writing on chalkboard • Learners walking around classroom • Learners walking towards classroom • Learners writing on paper/notebook 	<p>INSIDE SCHOOL PREMISES</p> <ul style="list-style-type: none"> • Learners entering from school gate • Learners running around the grounds • Landscape, school facilities, grounds
<p>OUTSIDE THE CLASSROOM</p> <ul style="list-style-type: none"> • Learners walking on corridors • Learners walking towards classroom • Teachers walking on corridors • Learners walking around classroom 	<p>OUTSIDE SCHOOL PREMISES</p> <ul style="list-style-type: none"> • School building from outside • School gate opening, learners walking in • Morning traffic to school

<ul style="list-style-type: none"> • Learners walking towards classroom • Learners writing on paper/notebook 	
OTHERS <ul style="list-style-type: none"> • Landscape scenes of school premises • Garden/school grounds • Sports facilities in school 	FLAG CEREMONY <ul style="list-style-type: none"> • Learners standing at attention • Learners hand on chest • Learners raising hand • Volunteers raising PH flag • Faculty and staff's hand on chest

NOTE: No faces of learners or school staff will be shown in the final output

In this regard, we would like to request the following schools from your Region to participate in the said video production:

REGION	SDO	SCHOOL	SCHEDULE
NCR	Quezon City	Judge Feliciano Belmonte Sr. High School	June 29, 2023
NCR	Quezon City	Batasan Hills National High School	June 29, 2023
NCR	Pasig City	Rizal High School	July 3, 2023
CALABARZON	Biñan	Biñan National High School	July 3, 2023
CALABARZON	Rizal	San Francisco Elementary School	July 4, 2023
CALABARZON	Rizal	Sto. Niño Integrated School	July 4, 2023

For queries and concerns, kindly contact **Ms. Marian Efondo** of **BHROD-SED** through email at **bhrod.sed@deped.gov.ph**.

For dissemination and appropriate action.

[BHROD-SED/Efondo]