

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



14 December 2023

Unnumbered Memorandum

**DEVELOPMENT OF DEPED TEACHES
VIDEO LESSON EPISODES**

To **Schools Division Superintendents**
(Cavite Province, Rizal, Lucena City and Batangas Province)

1. Relative to DM-CT-2023-408, with the commitment of the Department of Education (DepEd) outlined in the MATATAG Agenda to give support to teachers to teach better and in optimizing the use of technology and accelerating the integration of ICT in teaching and learning, the Bureau of Learning Delivery (BLD) will conduct the Workshop on the Development of DepEd Teaches Video Lesson Episodes on December 18 – 19, 2023 at the National Educators Academy of the Philippines (NEAP), Marikina City.
2. The activities aim to develop video lesson episodes to support teachers and learners by maximizing the use of virtual platform as part of the learning recovery strategies of the Department. It will be designed to assist teachers in teaching difficult to teach learning competencies and help learners enhance their understanding of the lessons while capturing and sustaining their interest.
3. Enclosure 1 presents the participants in this activity. They are expected to arrive at the venue before 8:00 AM on December 18, 2023. The first meal to be served is breakfast and the last meal is dinner on December 19, 2023. They are advised to bring their laptops.
4. Travel expenses shall be charged against the BEC funds downloaded to regional offices, subject to the usual government accounting and auditing rules and regulations. Participants are encouraged to avail the most economical means of transportation in going to and from the venue. Hiring vehicles is strictly prohibited per accounting rules and regulations.
5. Compensatory Time-Off (CTO) shall be granted in lieu of the workshop days that will fall on holidays in accordance with DepEd Order No. 53, s. 2003, Updated Guidelines on Grant of Vacation Service Credits to Teachers, and CSC-DBM Joint Circular No. 2, s. 2015, Policies and Guidelines on Overtime Services and Overtime Pay for Government Employees.
6. Please see DM-CT-2023-408 for the program of activities and other details for reference.






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Certificate No. PHP QMS
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7. Compensatory Time-Off (CTO) is requested to be granted in lieu of the workshop days that will all on holidays in accordance with DepEd Order No. 53, s. 2003, Updated Guidelines on Grant of Vacation Service Credits to Teachers, and CSC-DBM Joint Circular No. 2, s. 2015, Policies and Guidelines on Overtime Services and Overtime Pay for Government Employees, respectively.
8. For any inquiry or concern, please contact the BLD-TLD, through Ms. Rosalie E. Bongon, Supervising Education Program Specialist, at email address rosalie.bongon@deped.gov.ph with a copy furnished at bld.tld@deped.gov.ph.
9. Immediate dissemination of this Memorandum is desired.


ATTY. ALBERTO T. ESCOBARTE, CESO II
 Regional Director 

cc: clmd/ROC6



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



CLMD-URM-2023-225

Enclosure 1 - List of Participants

SDO	Name	School	Nature of Participation
Cavite Province	Jay-Ar Morales	Indang National Integrated High School	Scriptwriter
Rizal	Raymark G. Marin	San Jose National High School	Scriptwriter
Lucena City	Jezza Avy O. Tierra	Lucena West I Elementary School	Illustrator/Animator
Batangas Province	Mark Anthony C. Punongbayan	Nasugbu East Senior High School	Illustrator/Animator



Republic of the Philippines
Department of Education
OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

MEMORANDUM
DM-CT-2023- 408

TO : **TOLENTINO G. AQUINO**
Regional Director, Region 1

ALBERTO T. ESCOBARTE
Regional Director, Region IV CALABARZON

GILBERT T. SADSAD
Regional Director, Region V

RAMIR B. UYTICO
Regional Director, Region VI


SALUSTINO T. JIMENEZ
Regional Director, Region VII

RUTH L. FUENTE
Regional Director, Region IX

ALLAN G. FARNAZO
Regional Director, Region XI

CARLITO D. ROCAFORT
Regional Director, Region XII

MA. INES C. ASUNCION
Regional Director, Caraga

FROM : 
ALMA RUBY C. TORIO
Assistant Secretary for Curriculum and Teaching
Officer-in-Charge, Office of the Undersecretary
for Curriculum and Teaching

SUBJECT : **DEVELOPMENT OF DEPED TEACHES VIDEO LESSON
EPISODES**

Date : November 29, 2023

In line with the Department of Education's MATATAG agenda, specifically in giving support to teachers to teach better and in optimizing the use of technology and accelerating the integration of ICT in teaching and learning, the Bureau of Learning Delivery (BLD) will spearhead a Workshop on the Development DepEd Teaches Video Lesson Episodes. This will be conducted on December 18-19, 2023 at the National Educators Academy of the Philippines (NEAP), Marikina City.

DepED
MATATAG



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The activities aim to develop video lesson episodes to support teachers and learners by maximizing the use of virtual platform as part of the learning recovery strategies of the Department. It will be designed to assist teachers in teaching difficult to teach learning competencies and help learners enhance their understanding of the lessons while capturing and sustaining their interest.

In this light, this Office would like to request participants from your respective regions, composed of supervisors, school heads, and head teachers as scriptwriters and information technology officers as illustrators and video editors. They are requested to confirm their participation by registering through this link: <https://tinyurl.com/DepEdTeachVideoEpisodes> on or before **December 10, 2023**.

Participants are expected to arrive at the venue before 8:00 AM on December 18, 2023. The first meal to be served is breakfast and the last meal is dinner on December 19, 2023. Participants are advised to bring their laptops.

Travel expenses shall be charged against the BEC funds downloaded to regional offices, subject to the usual government accounting and auditing rules and regulations. Participants are encouraged to avail the most economical means of transportation in going to and from the venue. Hiring vehicles is strictly prohibited per accounting rules and regulations.

Compensatory Time-Off (CTO) shall be granted in lieu of the workshop days that will fall on holidays in accordance with DepEd Order No. 53, s. 2003, Updated Guidelines on Grant of Vacation Service Credits to Teachers, and CSC-DBM Joint Circular No. 2, s. 2015, Policies and Guidelines on Overtime Services and Overtime Pay for Government Employees.

Below are the enclosures:

- Enclosure 1 - Criteria for the Selection of Participants
- Enclosure 2 - Number of Participants Per Region
- Enclosure 3 - Program of Activities

For any inquiries or clarifications, please contact Ms. Rosalie E. Bongon, Supervising Education Program Specialist of BLD, through email at rosalie.bongon@deped.gov.ph with a copy furnished at bld.tld@deped.gov.ph.

For immediate dissemination and compliance.

Copy furnished:

REVSEE A. ESCOBEDO
Undersecretary for Operations

DepED
MATATAG



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Undersecretary for Operations



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Enclosure 1

Criteria for the Selection of Participants

The following criteria provide a clearer and more detailed basis for selecting participants for the activity, ensuring that all those representatives to be sent by the regions possess the necessary skills, commitment, and capabilities to contribute effectively to the process:

1. Possess adequate understanding of the goals and objectives of the activity.
2. Exhibit outstanding skills, with the ability to produce video lesson episodes.
3. Demonstrate proficiency in utilizing technology tools and platforms related to video lesson development.
4. Have a history of consistently producing quality video lesson outputs.
5. Confirm availability and commitment to attending the entire workshop without any conflicting obligations on the scheduled workshop days.
6. Actively engage in discussions and workshops, providing valuable insights, ideas, and constructive feedback to enhance the video lesson development process.
7. Commit to meeting all deadlines for the submission of outputs, drafts, and related materials as required throughout the activity.
8. Ensure the ability to maintain physical, mental, and emotional fitness during the duration of the video lesson episodes development to maximize productivity and contribution.





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Enclosure 2

LIST OF PARTICIPANTS

Workshop on the Development of DepEd Teaches Video Lesson Episodes
December 18-19, 2023

Region	*Scriptwriter	Illustrator/ Animator	Video Editor
I	2	1	3
IV-CALABARZON	2	1	3
V	2	1	3
VI	2	1	3
VII	2	1	3
IX	2	1	3
XI	2	1	3
XII	2	1	3
CARAGA	2	1	3

*Scriptwriters shall be selected from the participants in the series of workshops on the development of scriptwriting for video lessons for the implementation of DepEd Teaches.



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Enclosure 3

Indicative Program of Activities

December 18-19, 2023

NEAP, Marikina City

TIME	Day 1	Day 2
6:00 – 7:45	OPENING PROGRAM Plenary Session 1: Presentation of the Video Lesson Scripts Plenary Session 2: Orientation on the Development of Video Lesson Episodes	BREAKFAST
7:45 – 8:00		MANAGEMENT OF LEARNING
8:00 – 9:00		Independent Task:
9:00 – 10:00		Drafting of the of the Video Lesson Episodes
10:00 – 11:00		Presentation of Initial Outputs and Critiquing
11:00 – 12:00		
12:00 – 1:00	LUNCH	
1:00 – 2:00	Independent Task: Drafting of the Video Lesson Episodes	Finalization of Initial Outputs
2:00 – 3:00		
3:00 – 4:00		Next Steps
4:00 – 5:00		Closing Program
Officers of the Day	TLD Specialists	TLD Specialists

