



Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS  
SCHOOLS DIVISION OF NEGROS ORIENTAL

**Office of the Schools Division  
Superintendent**

MEMORANDUM

MLA-2021- 509

TO : **DR. JEANNY M. ABEJERO**, PSDS, Zamboanguita District

THROUGH THE DISTRICT SUPERVISOR/ SCHOOL HEAD

**DR. FE G. BALOS**, Sra. Ascion ES, San Jose

**DR. LIGAYA BAROTE**, Tuhtubon ES, Sibulan 1

**MS. JOSEPHINE JAMANDRON**, Siaton NHS

**MR. RAUL MONCIDA JR.**, Marcelino E. Eligan Banlas MES

**MS. KRISTINA CADUNGON**, Magsaysay MES, Sibulan 2

**MS. MARY CLAIRE CONCEPCION**, Cantalawan ES, Sibulan 2

**MS. JHESSA JANE E. DECIPOLO**, Cantalawan ES, Sibulan 2

FROM : *M. Paulin*  
**SENEN PRISCILLO P. PAULIN, CESO V**  
Schools Division Superintendent  
10/25/21

SUBJECT : **VIDEO PREPARATION AND EDITING**

DATE : October 22, 2021

1. You are hereby requested to report to the Division Office on October 25 – 26, 2021 for the video presentation and editing relative to videos to be submitted to the Regional Office.
2. Please bring necessary gadgets and equipment.
3. Travelling and other expenses shall be charged against School/MOOE subject to the usual accounting and auditing rules and regulations.
4. For guidance and compliance.

SPP/JMA-MKP-NLR/SGOD/RBP/kpanton

