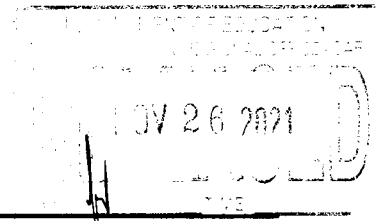




Republic of the Philippines
Department of Education
Cordillera Administrative Region
Wangal, La Trinidad, Benguet



November 25, 2021

REGIONAL MEMORANDUM

NO. 572-2021

**CONDUCT OF EDUCATION WEEK CELEBRATION CUM
INTER-AGENCY MOA SIGNING**

To: OIC-Assistant Regional Director
Schools Division Superintendents
All Others Concerned
All Divisions

1. The Department of Education-Cordillera Administrative Region will be hosting the Education Week Celebration cum Inter-Agency MOA Signing with the theme **"Promoting Shared Responsibility on the Delivery of Quality Education to Learners in the Cordilleras"**. The inter-agency celebration will be held on **December 7, 9 and 10, 2021** at the Covered Court, DepEd-CAR Regional Office Compound, Wangal, La Trinidad, Benguet for onsite participants and via **DepEd Tayo Cordillera Fb Page** for onsite participants.

2. The activity aims to:

- strengthen partnership among stakeholders through an Inter-agency MOA Signing;
- update learners and stakeholders about the programs, projects and activities of agencies in support to education through AVP and a Stakeholders and Media Convocation; and,
- highlight the best practices of educational institutions and its partner agencies in response to providing quality and relevant education to Cordilleran learners through a gallery walk and showcasing activities.

3. As part of the activity, each Schools Division Office are requested to submit three (3) Teacher's Vlog that will showcase teacher's effort and commitment in the delivery of basic education during pandemic. The 3-minute Teacher's Vlog should be in a high definition 1280 x 720 30 fps video format or a video of good broadcasting quality in MP4 format following the sample file name: TVlog_SDO (e.g. TVlog_Abra). Deadline for submission of the said Vlog shall be **on or before November 30, 2021** through this google drive link: <https://bit.ly/educweek2021>.

4. Attached are the following documents for guidance and reference:
Enclosure 1: List of Onsite Participant
Enclosure 2: Activity Matrix



Address: Wangal, La Trinidad, Benguet, 2601
Telephone No: (074) 422 - 1318 | Fax No.: (074) 422-4074
Website: www.depedcar.ph | Email Address: car@deped.gov.ph



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Enclosure 3: List of Committees and Technical Working Group

5. Should there be any queries and/or clarifications, please contact (074) 422-7096 or OIC-CLMD Rosita C. Agnasi at rosita.agnasi@deped.gov.ph or SHS Focal Jonalyn C. Ambrona through mobile number 09274802989.

6. Wide dissemination and compliance with this memorandum is enjoined.

ESTELA L. CARIÑO EdD, CESO III
Director IV/Regional Director

By Authority of the Regional Director:


FLORANTE E. VERGARA
OIC-Assistant Regional Director

CLMD/RCA/jca



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Enclosure 1. List of Onsite Participants

List of Onsite Participants

DAY 1
December 7, 2021

Part I & II: Mass and Launching Program	No.
Regional Director	1
Asst. Regional Director	1
Chief Education Supervisor-Functional Divisions	9
Members of Technical Working Committee	69
Heads of Partner Agencies with Drivers	32
Speaker with Driver	2
Media Personnel	10
SDSs and ASDSs Officials with Driver	24
CHED Performers and Coach/Instructor	15
KCP Colors and Instructor	10
BSU Host	1
Priest with Asst/Driver AM snack and Lunch only)	3
Total Participants	177

Part III: Media and Stakeholders Convocation	No.
Regional Director	1
Asst. Regional Director	1
Chief Education Supervisor-Functional Divisions	9
Media and ICT Committee	10
Restoration Committee	10
Booth and Display Committee	5
Secretariat and Registration Committee	8
Ushers and Usherettes	10
Food and Accommodation Committee	10
Sounds and Lights	3
Logistics Committee	3
Heads of Partner Agencies and Drivers	20
Media Personnel	11
Total Participants	101



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DAY 3
December 10, 2021

Culminating Program	No.
Regional Director	1
Asst. Regional Director	1
Chief Education Supervisor-Functional Divisions	9
Members of Technical Working Committee	69
Baguio SDO Officials with Driver	8
Benguet SDO Officials with Driver	8
Speaker with Asst. and Driver	3
CHED and TESDA Officials with Drivers	6
Media Personnel	5
CHED Performers	8
Total Participants	118



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Enclosure 2. Activity Matrix

Activity Matrix
 December 7, 9 & 10, 2021

PROPOSED ACTIVITIES	OBJECTIVES	TIME FRAME	PEOPLE INVOLVED
Day 1: Launching Program		December 7, 2021	
Thanksgiving Mass Launching Proper Ceremonial Forging of Partnerships for Education	To be able to launch the education week celebration through the conduct of a blended thanksgiving Ecumenical Mass, and an opening program and to formally seal inter-agency partnership	(8:00-12:00) Blended Modality Online and Limited Face-to-Face	Onsite: Regional Director, Asst. Regional Director, Heads of Partner Agencies, Speaker, Media Personnel, SDSs and SDO Officials. TWC members
Media and Stakeholders Convocation: Career Mo, Iflex Ko! *Learners Success Stories	To be able to provide career guidance to learners through a blended career path orientation and a glimpse of SHS Success Stories	(1:00-4:00 PM) To be Livestreamed via DepEd Tayo Cordillera FB Page	Onsite: Regional Director, Asst. Regional Director, Heads of Partner Agencies, Speaker, Media Personnel, SDSs and SDO Officials. TWC members Online: SHS Learners, Parents, Teaching and Non-teaching Personnel
Day 2: Learners and Teachers I-hastag Mo!		December 9, 2021	
Learners Virtual Skills Showcase:	To be able to discover and display the	(9:00-12:00)	Online: SDOs Officials and Personnel, SHS



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Skills Mo, Iflex Mo! *Skills Showcase	skills of learners through a skills showcase	To be Livestreamed via Deped Tayo Cordillera FB Page	Learners, Parents, Teaching and Non-teaching Personnel
Guro Ko: Trabaho Mo, Ivlog Mo! *Teachers Vlog	To be able to display the noble efforts and commitment of teachers in the delivery of education during the pandemic		
Education Students Congress	To be able to orient graduating college students on the Teachers Induction Program	(1:00-4:00) To be Livestreamed via Deped Tayo Cordillera, CHED and TESDA FB Page	Online: SDOs Officials and Personnel, SHS Learners, Parents, Teaching and Non-teaching Personnel, College Students
Day 3: Culminating Program		December 10, 2021	
Closing and Recognition Program	To be able to formally conclude the education week celebration through a closing and recognition program	(1:30-4:00) To be Livestreamed via DepEd Tayo Cordillera FB Page	Onsite: RD, ARD, Heads of CHED & TESDA, Speaker, Media Personnel, Baguio & Benguet SDSs and SDO Officials, TWC Members Online: Other SDO Officials and Personnel, SHS Learners, Teaching and Non-teaching Personnel



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Enclosure 3: List of Committees and Technical Working Group

List of Committees and Technical Working Group

December 7, 9 & 10, 2021

COMMITTEE	FUNCTIONS
<p>Executive Committee: Consultant: Estela L. Cariño EdD, CESO III Regional Director Florante E. Vergara OIC-ARD Chairperson: Rosita C. Agnasi Vice Chairs: Aida L. Payang Jennifer P. Ande Ethielyn E. Taqued Edgar H. Madlaing Maksim A. Botilas Sasha Joseph L. Daganos Edgardo T. Alos Atty. Sebastian G. Tayaban</p>	<p>Leads in the Over-all Management of the activities Approves guidelines, AR, PR and Memorandum of the activity</p>
<p>Program, Invitation and Certificates: Chairperson: Aida L. Payang Vice-Chair: Atty. Vanessa Flora Members: Jonalyn C. Ambrona Patricio T. Dawaton Nover Keithley S. Mente</p>	<p>Drafts MOA, letters of invitation to guests and other personalities involved in the event. Prepares program layout and finalizes program papers. Email/send invitation letters and program papers to guest Ensures readiness/completeness of attendance sheets for onsite participants Prepare and issue certificate of appearance for field office participants/guests</p>
<p>Photo/Video, ICT Tech, Publicity, Media Releases, and Documentation: Chairperson: Jumar B. Yago-an Vice-Chair : Georaloy I. Palao-ay Members: Cyrille Gaye B. Miranda Kaye Shaira B. Dizon Vandolph B. Flora Raffy Calawa Glen P. Papa Charline Balahyas Elvira Cudli Jeremy Kermit Padilla</p>	<p>Ensure the smooth utilization of ICT in the conduct of the activity Take charge of the ICT, sound system, LCD, microphones and extension wires Prepare AVPs In-charge of photo and video coverage for and during the event</p>
<p>Logistics: Chairperson: Atty. Sebastian Tayaban Vice-Chair: Cristina Paquit Member: Daisy Eswat Alice Bodong</p>	<p>Ensure the availability of fund and materials needed in the conduct of the activity</p>



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<p>Stage and Hall Preparation and Decoration: Chairperson: Sasha Joseph L. Daganos Co-Chairs: Jonalyn Ambrona</p> <p>Members: Emmanuela M. Gabol Margie M. Gardingan Charline T. Balahyas Denia Tarnate Bryan A. Hidalgo Darcy Poloc Elizabeth Calbayan Anthony B. Bagano Edwin E. Balingawan Andrew M. Bacbac Oliver C. Balageo Alexeeve T. Bugnay</p>	<p>Oversee the physical arrangement of the venue, backdrops, stage decorations and the equipment to be used during the activity Design Tarpaulins/Backdrops Ensure cleanliness of the venue before, during and after the event. Layout the venue, identify entrance and exit areas; identify participants that will occupy the halls/venue considering the capacity: Open Court: SNC Hall: NEAP Hall: Others who will join thru live streaming.</p>
<p>Sounds and Lights: Chairperson: Engr. Christopher Hadsan Vice-Chair: Marty Deion T. Estacio Members: Jeremy Kermit Padilla Warly Kindiawan Darcy Poloc</p>	<p>Ensure the provision of and sound equipment during the event. Ensure the quality of sound/audio presentations</p>
<p>Food and Accommodation: Chairperson: Jennifer P. Ande Vice-Chair: Laureen B. Likigan Members: Dexter B. Andres Thelma Dalay-on Cynthia Harada Jefferson A. Villena Nover Keithley Mente Junario Gacusana Agosto C. Bacod Denia Tarnate Jeanie Claire Piggangay</p>	<p>Oversee and manage the preparation and serving of quality food during the event. Prepare venue for snacks and meals for guests and participants. Ensures the on-time provision of food (pack snacks and lunch except for VIPs and guests)</p>
<p>Awards and Token of Visitors: Chairperson: Maksim Botilas Vice Chair: Georgina Ducayso Members: Jonalyn Ambrona Asterio Madalla Leonardo Aquino Romulo B. Basa</p>	<p>In-charge of customized certificates/acrylic plaque of recognition for the Guests and visitors Facilitate procurement of token Assist in the awarding of certificates/plaques</p>



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<p>Ushers/Usherettes: Focal: Ethielyn Taqued Lead Person: Denia Tarnate Members: Corazon Alos Florence Balictan Margie Gardingan Alfredo Lanas Annie Rose Cayasen Marjory Valdez Patricio Dawaton May Claire Jimenez Dalton Teliao</p>	<p>Usher and welcome guests during the event Award lei and token to guests Assist and attend to the needs of guests/VIPs</p>
<p>Teachers' Vlog: Chairperson: Georaloy I. Palao-ay Co-chair: Denia Tarnate Members: Corazon Alos Bryan Hidalgo Benjamin Dio-al Shaira Kaye Dizon</p>	<p>Ensure that Teachers' Vlog will be conducted successfully as planned</p>
<p>Learners' Skills Showcase: Chairperson: Jonalyn C. Ambrona Co-chair: Jeanie Claire Piggangay Members: Asterio Madalla Patricio Dawaton Thelma Dalay-on</p>	<p>Ensure that learners' virtual skills showcase will be conducted successfully as planned</p>
<p>Sanitation and Health Protocol: Chairperson: Dr. Angeline F. Calatan Vice-Chair: Dr. Manuel A. Dangawen Members: Diane B. Joaquin Evangeline P. Malag Sharmaine B. Gawidan</p>	<p>Perform triage for visitors during the event. Ensure the observance and compliance with health protocols. Ensure sufficient supply of alcohol, masks, and first aid kits and equipment. Ensure availability of an isolation area Maintain trash bins areas.</p>
<p>Parking, Peace and Order: Chairperson: Edgardo Alos Vice Chair : Bryan Hidalgo Members: Anthony B. Bagano Edwin E. Balingawan Andrew M. Bacbac Oliver C. Balageo Alexeeve T. Bugnay Security Guards: Jeramel P. Tamo-oy Kenelyn H. Baguinbin James P. Guerrero Ponciano L. Bas-ilan Barry D. Cadap Edson E. Antonio</p>	<p>Ensure order of arrival, parking and exit of vehicles from the RO and NEAP-CAR grounds during the event.</p>
<p>Secretariat and Registration: Chairperson: Denia Tarnate Members: Elizabeth Calbayan Fely Badival</p>	<p>Prepare attendance and distribution list. Let participants and guests sign in the attendance and distribution list.</p>



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Charline Balahyas Janet Payang Edralyn Ganga Gladys Baldo Angela Fidel	
Booth and Display: Chairperson: Jonalyn Ambrona Co-Chair: Leonardo Aquino Romulo Basa Clemente Bandao	Ensure smooth planning, coordination and preparation of booth and display
Mass: Chairperson: Sasha Joseph Daganos Co-Chairperson: Margie Gardingan Members: Leonardo Aquino Purita De Los Santos	Invite priest and guitarist Prepare readings and songs Coordinate with the different functional divisions for the mass offerings Assign readers & in-charge for the offertory
Restoration Committee: Chairperson: Edgar Madlaing Co-Chair: Benjamin Dio-al Members: Agosto Bacod Jefferson Villena Junario Gacusana Cleto Simon Oliver Balag-eo Edwin Balingawan Rogel Estigoy Anthony B. Bagano Alexeeve T. Bugnay	Take charge of disassembly and return of materials, tables and chairs used in the stage decoration
Hosting: Patricio Dawaton (Launching) Nover Keithley S. Mente (Culminating)	Facilitate smooth flow of the program