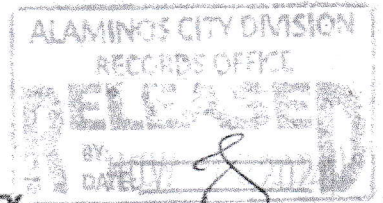




Republic of the Philippines  
**Department of Education**  
 Region I

**SCHOOLS DIVISION OFFICE OF ALAMINOS CITY**



**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**  
**DM-2021- 366**


**TO :** School Head of Alaminos City National High School  
 School Head of Longos Elementary School  
 Members of the ACNHS Sarapsap Production Team  
 All Others Concerned

**SUBJECT :** **PRODUCTION TEAM FOR THE PILOT RUN OF FACE-TO-FACE CLASSES IN THE DIVISION**

**FROM :** Schools Division Superintendent

**DATE :** November 8, 2021

1. The Public Affairs Service requests for the submission of photo and video documentation on the pilot run of face-to-face classes in participating schools which will be utilized for social media posting for social media cards and press releases.
2. In view of this, the Sarapsap Production Team of Alaminos City National High School will serve as the official production team who will cover the pilot run of face-to-face classes in the division. The members of production team are the following:
  - a. Mr. Leomar C. Abarra
  - b. Ms. Kathy P. Cabatuan
  - c. Mr. Jordan M. Conte
  - d. Mr. Marvin A. Damasco
  - e. Mr. Leo Virgel Y. Eustaquio
  - f. Mr. Aldrin R. Gomez
  - g. Mr. Aeron Paul O. Padilla
  - h. Mrs. Maolen R. Ranin
  - i. Mr. Hezekiah B. Villanueva
3. To discuss the guidelines of documentation, the school head of Longos Elementary School including the members of the said team are advised to attend the meeting on November 9, 2021 at 10:00 AM at La Esplanada Transient House, Brgy. Lucap, Alaminos City.
4. For information, guidance, wide dissemination, and strict compliance.

  
**LORNA G. BOGAYONG PhD, CESO V**  
*Schools Division Superintendent*

***With hundred reasons to serve!***



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