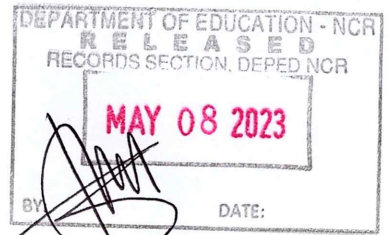


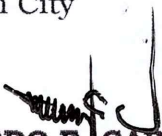


Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION



REGIONAL MEMORANDUM
ORD-2023- 349

TO : **CECILLE G. CARANDANG**
Schools Division Office
Malabon City

FROM :  **WILFREDO E. CABRAL, CESO III**
Regional Director

SUBJECT : **REQUEST FOR SUBMISSION OF BENEFICIARY
TESTIMONIAL AVP FOR PARTNERS FORUM**

DATE : May 5, 2023

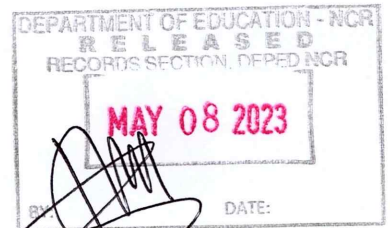
1. This is in connection with the conduct of **Partners Forum on May 25, 2023**, the Project Management Service (PMS) requests the assistance of the Regional Office in submitting a 3–5-minute audio-visual presentation (AVP) featuring the testimonies of teaching and non-teaching personnel, learners, and/or parents directly benefitting on ongoing initiatives of DepEd and its various partners.
2. Please identify one teaching and one non-teaching personnel and at least two learners and two parents as interviewees of the Schools Division Office reading intervention project with Food for the Hungry. A team from the Regional Office will help facilitate the video shoot scheduled on May 10, 2023.
3. Attached is a copy of the Memorandum dated April 13, 2023, for reference in developing the AVP.
4. For guidance and compliance.

ORD/PAU



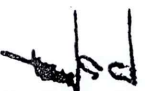


Republic of the Philippines
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ORD-2023- 349


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ORD/PAU 



Misamis St., Bago Bantay, Quezon City
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Website: <http://www.depedncr.com.ph>



Doc. Ref. Code	RO-ORD-F005	Rev	00
Effectivity	01.26.23	Page	1 of 1




Republic of the Philippines
Department of Education
OFFICE OF THE UNDERSECRETARY FOR FINANCE

MEMORANDUM

TO : REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS

ATTENTION : REGIONAL INFORMATION OFFICERS
DIVISION INFORMATION OFFICERS

FROM : 
ANNALYN M. SEVILLA
Undersecretary for Finance
Partners Forum Steering Committee Chairperson

SUBJECT : REQUEST FOR SUBMISSION OF BENEFICIARY
TESTIMONIAL AVP FOR PARTNERS FORUM

DATE : APRIL 13, 2023

The Department of Education (DepEd) will conduct the Partners Forum, formerly the Official Development Assistance (ODA) Partners Forum on May 25, 2023.

The event aims to ensure alignment of ODA partners' plans and programs with DepEd priorities as enshrined in the MATATAG Agenda, Basic Education Development Plan (BEDP) 2030, and Philippine Development Plan 2023-2028, among others. This event will also ensure harmony and complementarity between and among ODA-supported programs and projects for basic education.

In line with this, the Project Management Service (PMS) requests the assistance of the Regional Offices in submitting a **3- to 5-minute audio-visual presentation (AVP)** featuring the testimonies of teaching and non-teaching personnel, learners, and/or parents directly benefitting on ongoing initiatives of DepEd and its various partners.

Partnership initiatives may be with international development partners, non-government organizations (NGOs), national and local government agencies, and other institutions.

In developing the AVP, please be guided that the testimonies must depict the proactive collaboration of DepEd and partners in pursuing the MATATAG agenda:

- **MA**ke the curriculum relevant to produce competent and job-ready, active, and responsible citizens;

- **TAKE** steps to accelerate delivery of basic education facilities and services;
- **TAKE** good care of learners by promoting learner well-being, inclusive education, and a positive learning environment; and
- **Give** support to teachers to teach better.

Each regional office is requested to submit at least one AVP, subject to the review of the Partners Forum TWG. Deadline of submission is on May 15, 2023.

As guidance in the AVP production, kindly review an AVP produced by DepEd Region 12: bit.ly/CALAY_IP_SCHOOL.

Moreover, please see attached Annexes for the following guidelines:

- **Suggested guide questions**
- **Recommended shot list**
- **Format and technical specifications**

Regional Offices must submit their AVPs to bit.ly/AVPs_for_Partners_Forum following the file naming convention: [Region]-[Division]-[Program].

For queries and clarification, please contact Ms. Nina Seva of the Public Affairs Service at (02) 633-21-20 or email her at nina.seva@deped.gov.ph.

For guidance and compliance.

Thank you.

KS

ANNEX A

Suggested Guide Questions:

1. Paano mo nalaman ang programa/proyekto?
2. Paano nakatulong ang nasabing programa sa iyong pag-aaral/paaralan?
3. Kumusta ang iyong karanasan bilang benepisyaryo ng nasabing programa?
4. Gaano kahalaga na nagkaroon ng ganitong programa ang DepEd at partner sa inyong paaralan?
5. Ano ang inyong mensahe sa mga partners ng DepEd?

Note: These are standard queries you may ask your interviewees during the video shoot.

Nonetheless, interviewers are free to ask relevant questions depending on the flow of the interview. The goal of the testimonial AVP is to reflect the impact of the partnership initiatives in realizing the goals and dreams of learners and other education stakeholders.

As guidance for the quality of the AVP production, kindly review an AVP produced by DepEd Region 12 through this link: bit.ly/CALAY_IP_SCHOOL.

AS

ANNEX B

Suggested shot list for the AVP

1. The following scenarios may be included in the shot list for the AVP:
 - a. Donated school buildings and infrastructure
 - b. Donated teaching and learning materials, laboratory equipment, computer sets, appliances, and other gadgets
 - c. Interface and involvement of external stakeholders and LGUs in the implementation of the MATATAG agenda
 - d. Participation of learners, parents, guardians, teaching and non-teaching personnel in orientations, turnovers, and other activities organized by partners
 - e. Implementation of face to face classes
 - f. School vicinity, nearby communities, and local landmarks
2. Testimonials and interviews from learners, parents, school personnel and officials, and stakeholders will provide more context to the support of DepEd partners
3. The following procedures are recommended when recording a video:
 - a. The subject must be positioned in the left or right third of the frame (i.e., rule of thirds must be observed):
 - b. Two camera setup is recommended. One for medium shot (i.e., from the top of their head to roughly their waist) or a loose close up shot (i.e. from the top of their head to around their chest), and one for extreme close up shot (i.e. focusing on the face).
 - c. Check the framing of the subject and give enough head room between the top of the subject's head and the top of the screen frame;
 - d. Choose a good background. A natural environment (e.g., living room, classroom, office) feels authentic, but remove any unnecessary or distracting items. Avoid positioning the subject against the light source:
 - e. Illuminate the subject by using a ring light or any source of light (e.g., by facing the window).
4. Refer to the following screenshots for examples of recommended visuals:
 - a. Testimonials





b. School building and infrastructure



c. Learning materials and resources



d. Partnership activities





e. Community



Regional Offices must also adhere to the following format and technical specifications:

- File format: .MP4
- Dimensions: 1920x1080 px (16:9)
- Orientation: Landscape
- Frame rate: 30fps
- Provide learner, teacher, and/or school name and location
- Consent form must be obtained if the video will feature learners/minors.