



Republic of the Philippines
Department of Education
Region V
SCHOOLS DIVISION OF SORSOGON

DIVISION MEMORANDUM

No. 224 s. 2023

To: Chief, Curriculum Implementation Division
Education Program Supervisor- AP
OIC-PSDS-Prieto Diaz I District
School Head-Prieto Diaz NHS
All Others Concerned

From: **WILLIAM E. GANDO, CESO VI**
Schools Division Superintendent

Subject: Involvement of SDO-Sorsogon in the 2023 Regional ASEAN Exhibit

Date: October 9, 2023

1. Pursuant to Regional Memorandum No. 507, s. 2023, Re: 2023 Regional ASEAN Exhibit Booth, the Schools Division Office of Sorsogon shall set up the ASEAN Exhibit Booth on October 14-15, 17, 21-22, and 28-29, 2023 at the Prieto Diaz National High School, Prieto Diaz, Sorsogon.
2. This activity aims to raise awareness about ASEAN and its cultural and historical heritage while also involving educational institutions in promoting understanding and appreciation of ASEAN among students and the community.
3. Attached herewith are the Working Committees and Guidelines for the 2023 Regional ASEAN exhibit.
4. In connection with this, there will be an orientation meeting of the different committees held on October 9, 2023, 8:00 a.m. to 5:00 p.m., to discuss the guidelines, layout design and the roles of each committee.

Balogo Sports Complex, Balogo, Sorsogon City, Sorsogon 4700
Email: sorsogon@deped.gov.ph
Website: depedsorsogon.com.ph





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5. The committees who will put up the ASEAN Booth on October 14-15, 17, 21-22, and 28-29, which falls on Holiday, Saturdays and Sundays, shall be entitled to a 7-day service credit in accordance with DepEd Order No. 53, s. 2003 entitled Updated Guidelines on Grant of Vacation Service Credits to Teachers and non-teaching staff shall be provided with 7-day Compensatory Overtime Credit per Civil Service Commission (CSC) and the Department and Budget and Management (DBM) Joint Circular No. 2 s. 2004 on Non-Monetary Remuneration for Overtime Service Rendered.
5. Expenses incurred in setting up the display of images, objects or digital materials about ASEAN and other incidental expenses shall be charged to division downloaded funds (SARO No. RO-5-23-1875) /school MOOE subject to the usual accounting and auditing rules and regulations
5. For dissemination and compliance.

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Enclosure No. 1 to Division Memorandum No. 224 s. 2023

EXECUTIVE COMMITTEE

WILLIAM E. GANDO, CESO VI
 Schools Division Superintendent

BERNIE C. DESPABILADERO
 Assistant Schools Division Superintendent

GINA Q. TAROG
 Chief, CID

WORKING COMMITTEES

Chairmen Owen N. Castillo
 EPS-I Araling Panlipunan
 Mary Jeane B. Castillo
 Secondary School Principal-PDNHS

Co-Chairman Alvin D. Laban

Exhibit Booth Layout/Design..... Chairman: Rosalva K. Lustestica
 Members: Marivic E. Escartin
 Rita E. Romano

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	Romeo G. Fortades
	Camie D. Bayoca
	Jojit Gueta
Audio-Video Preparation.....	Chairman : Romeo G. Fortades Jr
	Members : Camie Bayoca
	Joevic D. Romano
Data Gathering.....	Chairman : Alvin D. Laban
	Members : Marilou D. Bobiles
	Riza D. Domagtoy
	PDNHS AP teachers and students
Validation/QA Team.....	Chairman: Alvin D. Laban
	Members : Darcy G. Bermeo
	Anthony E. Perol
Ways and Means.....	Chairman : Camie D. Bayoca
	Members : Anthony G. Perol
	Joevic D. Romano
Venue Preparation.....	Chairman: John Edward P. Lagsa
	Members: PDNHS AP teachers, SSLG/students and Non-Teaching Personnel
Documentation	Chairman: Reyzie Ozaeta
	Co-Chairman: Rita Romano

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Enclosure No. 2 to Division Memorandum No. 224 s. 2023

GUIDELINES FOR 2023 REGIONAL ASEAN EXHIBIT

1. All schools divisions shall put up an ASEAN exhibit focused on the theme: "ASEAN Matters: Epicentrum of Growth".
2. Exhibit area can be in school/s or district/s. The exhibition booth may include items such as flaglets, maps, fabric, costume, accessories, food products, dining wares, photos, illustrations, charts, leaflets, etc. It may contain digital components like use of video and audio presentations to make content more interesting.
3. Suggested content for the ASEAN exhibit are:
 - a. History and Background of ASEAN Formation;
 - b. Member states- country profile;
 - c. Biographies of Selected Key Political Leaders;
 - d. ASEAN Community;
 - e. ASEAN Cooperation in Education; and
 - f. other relevant information
4. **The exhibit shall be set up in October 2023 with the help of teachers and learners. This will be an advocacy to promote awareness of ASEAN. Araling Panlipunan and other learning areas, when necessary, must integrate ASEAN-related information in their lessons.**

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5. A 3–5-minute video of the display, which serves as a visual reflection of students' knowledge and understanding of ASEAN, must be submitted by the school divisions through the Araling Panlipunan Supervisors.
6. The video's content must give a summary of the exhibit and the lessons the students learned while taking the tour or stopping by the exhibit booth.
7. The video file should be saved in **MP4 format** and shall be labelled as **ASEANExhibit_Name of SDO (E.g., ASEANExhibit_Ligao City)**.
8. The **submission of ASEAN Exhibit video is on or before November 3, 2023**. This shall be showcased during a regional virtual culminating activity to be announced through an Advisory.

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