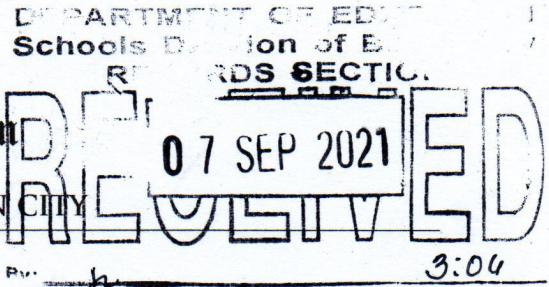




Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
CITY SCHOOLS DIVISION OF BIÑAN CITY



M E M O R A N D U M
No. 32, s. 2021

ETV BINAN PRODUCTION TEAM MEETING

To : Assistant Schools Division Superintendent
Chief, School Governance and Operations Division
Chief, Curriculum Implementation Division
All Concerned School Heads

1. Relative to the implementation of Basic Education – Learning Continuity Plan, the ETV Biñan Production Team Meeting shall be conducted on September 14 and 15, 2021, via Google Meet.
2. Participants to the activity are all Education Program Supervisors/ Segment Producers, ETV Binan Script Coordinators, Script Writers, Video Editors, Production Managers, Artistic and Technical Directors.
3. The meeting aims to:
 - a. introduce the new format of ETV Episodes for S.Y. 2021-2022
 - b. update on the status of pending videos and scripts
 - c. clarify the processes in pre-, during, and post-production
4. Enclosed is the schedule of meeting.
5. Immediate dissemination of this Memorandum is desired.

EDNA FAURA-AGUSTIN
Schools Division Superintendent

Encl: None
Reference: None

SGOD/SMN / M-ETV Binan Production Meeting
2677 / 09/06/2021

Enclosure

DATE	PARTICIPANTS
September 14, 2021 Tuesday 2:00 p.m.	ETV Production Team (Production Manager, ETV Director, Artistic and Technical Directors) CID Chief Education Program Supervisors (all subject areas and LRMS)
September 15, 2021 Wednesday 2:00 p.m.	ETV Production Team (Production Manager, ETV Director, Artistic and Technical Directors) Video Editors Script Coordinators Scriptwriters

