



Republic of the Philippines  
Department of Education  
REGION VI- Western Visayas  
SCHOOLS DIVISION OF SAGAY CITY

JUN 18 2025


**DIVISION MEMORANDUM**

No. 358, s. 2025

**DEPED SAGAY SANYOG PRODUCTION TEAM**

To: Asst. Schools Division Superintendent  
Chief Education Supervisors of CID and SGOD  
Public Schools District Supervisors  
Public Elementary School Heads  
All Others Concerned

1. The Schools Division of Sagay City will organize **DepEd Sagay Sanyog Production Team**, a group composed of artistic, dedicated and skilled personnel who shall be responsible for planning, organizing, and spearheading a wide range of events and programs within our Schools Division Office.
2. In line with this, this office is looking for passionate and talented individuals among our teaching and non-teaching personnel who have talent and interests in the following areas:
  - Multimedia Editing
  - Videography
  - Photography
  - Scriptwriting
  - Hosting
3. Further, members of this production team shall receive training and gain hands-on experience in their areas of interest, enhancing their skills and expanding their professional portfolio. The team shall collaborate with like-minded colleagues, establish a professional network within the division, and have exceptional contributions recognized and celebrated.
4. Interested personnel are advised to submit their applications, including a brief description of their relevant experience to the Office of the Schools Division Superintendent not later than June 30, 2025 through this link <https://forms.gle/J677BmfT1T5kV2YV6>. For further inquiries, please see or contact **Junmarl B. Alconga**, SEPS- SGOD/ In-Charge for Events.
5. It is understood that in the conduct of this activity, there shall be no discrimination based on age, school, gender, civil status, disability, religion, or other similar factors, or personal circumstances that run counter to the principles of equal opportunity.
6. Immediate dissemination and compliance of this memorandum is desired.

  
**DANNIE CLARK M. UGUIL**  
OIC-Schools Division Superintendent



Enclosure: None  
Reference: None  
Allotment: None  
No. of Pages : 2  
To be indicate in the **Perpetual Index** under the following subjects:

**DepEd Sagay Sanyog Events Team**

**Registration**

FN: / Junmarl Alconga/ SocMob/ HRTD



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