



Republic of the Philippines  
**Department of Education**  
Region VI – Western Visayas  
Schools Division of Capiz

December 7, 2020

**DIVISION MEMORANDUM**

No. 164 S. 2020

**Recording of Radio Based Instruction (RBI) for  
Kindergarten Second Quarter**

To: Chief, Curriculum Implementation Division  
Education Program Supervisors  
Public Schools District Supervisors  
Heads of Concerned Elementary, Primary and Integrated Schools

1. The Schools Division of Capiz, through the Curriculum Implementation Division will conduct the recording for Radio Based Instruction (RBI) for Kindergarten on December 14 -16, 2020. Venue will be at the Division Office Recording Room.
2. Specifically, this activity aims to:
  - a. finalize all the script for RBI Learning Episode in Kindergarten Quarter 2;
  - b. record RBI Learning Episode in Kindergarten; and
  - c. produce RBI Learning Episode to be submitted to the Regional and Central office.
3. Participants must wear face mask and face shield and will observe health protocols.
4. The list of participants and timeline of activities are found in Enclosure 1 and 2 respectively.
5. Food expenses relative to the conduct of this recording shall be charged against the LCP-BE Fund subject to the usual accounting and auditing rules and regulations.
6. Immediate dissemination of this Memorandum is desired.

**SALVADOR O. OCHAVO, JR. EdD, CESO V**  
Schools Division Superintendent

DEC 07 2020

Enclosure no.1. of Division Memorandum No. 164s, 2020.

**LIST OF PARTICIPANTS FOR RECORDING OF RADIO BASED INSTRUCTION (RBI) FOR KINDERGRATEN 2<sup>ND</sup> QUARTER**

<b>NAME</b>	<b>SCHOOL/OFFICE</b>	<b>ROLE</b>
1. JessaInosantos	Malocloc ES/Ivisan District	Writer/Voice Talent
2. RegieFlotildes	Rizal ES/Pontevedra	Writer/Voice Talent
3. Mary Grace Susan Biboso	Tapaz CES/Tapaz West	Writer/Voice Talent
4. Edel Alejandro	Panay ES/Panay	Writer/Voice Talent
5. Dhaijne Je Celoso	Sapian ES/Sapian	Writer/Voice Talent
6. GelezaBesana, EdD	Catmon ES/Panitan	Writer/Voice Talent
7. JelivelCondino	Agbay-ang ES/Dumalag	Writer/Voice Talent
8. Mylene Rivas	Mambusao ES/Mambusao	Writer/Voice Talent
9. MarecelBejo	Victoria Dais MS/Pontevedra	Writer/Voice Talent
10. Roselyn Baldonasa	Malubog-lubog ES/Panitan	Writer/Voice Talent
11. Glenn Dollete	SDO	TechnicalCommittee
12. Frances Therese Zamora	SDO	TechnicalCommittee
13. Vincent Lausa	Ivisan NHS	Technical Committee
14. ErdenGentolea	Pontevedra NHS	Technical Committee
15. Larry Mar Farinas	Ivisan ES	Technical Committee
15. Rolando Jamora, PhD	EPS- SDO	TechnicalCommittee- Team Leader
16. Sol Blanco	HT 1- Dumarao District	Quality Assurance
17. Ruth Gervero, PhD	EPS-SDO	Quality Assurance
18. Shirley De -Juan	EPS- SDO	Consultant
19. Merlie J. Rubio, EdD	EPS- SDO	Quality Assurance/ Consultant
20. Heidelyn P. Geromiano, EdD		
21. Segundina F. Dollete, EdD	CID Chief- SDO	Consultant
22. Nicasio S. Frio	ASDS- SDO	Consultant
23. Salvador O. OchavoJr, EdD, CESO V	SDS-SDO	Consultant

Enclosure no.2. of Division Memorandum No. \_\_\_\_\_ s, 2020.

**TIMELINE OF ACTIVITIES ON THE RECORDING OF RADIO-BASED INSTRUCTION (RBI) LEARNING EPISODES FOR KINDERGARTEN**

<b>ACTIVITIES</b>	<b>TIMELINE</b>	<b>PERSONS INVOLVED</b>
Practice for Recording of RBI Learning Episode	December 14, 2020 8:30 AM -12:00 PM	Voice Talents, Technical Committee and Consultants
Recording of RBI Learning Episode 1-3	December 14, 2020 1:00 – 5:00 PM	Voice Talents, Technical Committee and Consultants
Recording of RBI Learning Episode 4-6	December 15, 2020 8:30 AM -12:00 PM	Voice Talents, Technical Committee and Consultants
Recording of RBI Learning Episode 7-10	December 15, 2020 1:00 – 5:00 PM	Voice Talents, Technical Committee and Consultants
Quality Assurance of Recorded RBI Learning Episode	December 16,2020 8:30 AM -12:00 PM	Technical Committee and Consultants
Field Testing and Validation	December 16, 2020	Technical Committee Heidelyn P. Geromiano Shirley A. De Juan
Submission of Final Episodes	December 16, 2020	Technical Committee Glenn Dollete Frances Therese Zamora