



Republic of the Philippines  
**Department of Education**  
REGION X – NORTHERN MINDANAO  
SCHOOLS DIVISION OF EL SALVADOR CITY

07 Sept 2020

DIVISION MEMORANDUM  
No. 184, s. 2020

**AUDIO PRODUCTION OF RBI SCRIPTS**

To: Stella Marie B. Acero  
Wincy T. Razon  
Jamaica A. Gaid  
Daisy Lou A. Kaamiño  
Rosemarie Fe M. Lavador  
This Division

1. In consonance to DM-CI-2020-00162 on Suggested Strategies in Implementing Distance Learning Delivery Modalities (DLDM) for School Year 2020-2021, RM No. 314, s. 2020 on Dry Run of the Basic Education Learning Continuity Plans (BE LCPs) of All Schools in Light of the Covid-19 Public Health Emergency, RM No. 232, s. 2020, RM No. 263, s. 2020 and RM No. 292, s. 2020 Re: Radio-based Instruction (RBI), this office hereby directs the concerned teachers to report to the Division Office at the RBI Audio Production Room for the development of RBI scripts to learning episodes.
2. In this connection, the participants are advised to observe the following schedule:

Activity	Expected No. of Entries	Target Date	Responsible Entity
Recording and editing of RBI scripts to RBI learning episodes	At least four (4) Learning Episodes (MELCs)	September 9-11, 2020	<ul style="list-style-type: none"><li>Kindergarten teachers</li><li>EPS in Kindergarten</li><li>RBI Focal Person/s</li></ul>
Submission of First batch of Learning Episodes (MELCs) to the Division Office and evaluation for quality assurance	At least four (4) Learning Episodes (MELCs)	September 14-15, 2020	<ul style="list-style-type: none"><li>Kindergarten teachers</li><li>EPS in Kindergarten</li><li>RBI Focal Person/s</li><li>LR Supervisor</li></ul>
Recording and editing of RBI scripts to RBI learning episodes	At least four (4) Learning Episodes (MELCs)	September 16-18, 2020	<ul style="list-style-type: none"><li>Kindergarten teachers</li><li>EPS in Kindergarten</li><li>RBI Focal Person/s</li></ul>
Submission of Second batch of Learning Episodes (MELCs) to the Division Office and evaluation for quality assurance	At least four (4) Learning Episodes (MELCs)	September 21-22, 2020	<ul style="list-style-type: none"><li>Kindergarten teachers</li><li>EPS in Kindergarten</li><li>RBI Focal Person/s</li><li>LR Supervisor</li></ul>
Submission of complete learning episodes for Quarter of Kindergarten to the Regional Office	Eight (8) Learning Episodes (MELCs)	September 23-25, 2020	<ul style="list-style-type: none"><li>LR Supervisor</li></ul>





Republic of the Philippines  
**Department of Education**  
REGION X – NORTHERN MINDANAO  
SCHOOLS DIVISION OF EL SALVADOR CITY

---

3. Considering the tedious task of the development of RBI instructional materials, teachers who are tasked to do so must be given consideration in doing other school concerns. For queries and other clarifications, please contact Ruth A. Calubag through cellphone No. 09059050752.
4. Immediate and wide dissemination of this memorandum is desired.

**OLGA C. ALONSABE, PhD., CESE**  
Asst. Schools Division Superintendent  
OIC-Office of the Schools Division Superintendent

**ATTACHED:**

- *DM-CI-2020-00162 on Suggested Strategies in Implementing Distance Learning Delivery Modalities (DLDM) for School Year 2020-2021,*
- *RM No. 314, s. 2020 on Dry Run of the Basic Education Learning Continuity Plans (BE LCPs) of All Schools in Light of the Covid-19 Public Health Emergency*
- *RM No. 232, s. 2020, RM No. 263, s. 2020 and RM No. 292, s. 2020 Re: Radio-based Instruction*

*To be indicated in the Perpetual Index  
Under the following subjects: CURRICULUM / LEARNING RESOURCES*

