Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
CITY SCHOOLS DIVISION OF DASMARIÑAS
FRANCISCO E. BARZAGA INTEGRATED HIGH SCHOOL
BRGY. SAN JOSE, CITY OF DASMARIÑAS, CAVITE

26 Oct 2026

SCHOOL MEMORANDUM
No. **304**, s. 2026

DISTRIBUTION OF LAPEL VOICE AMPLIFIERS

To: OIC - Assistant Principals for Academics
All Teaching Personnel
Selected Teaching Personnel
All Others Concerned

1. In connection with the commitment of the Department of Education (DepEd) to enhance the quality of teaching inside the classroom, this school announces the distribution of lapel voice amplifiers procured by the DepEd Central Office on **October 28, 2026**, at 9:00 AM for AM-shift teachers and 2:00 PM for PM-shift teachers at **Banyuhay ng Kakayahan**.

2. This equipment will enable teachers to conduct their lessons more effectively by improving voice projection.

3. The distribution will be video recorded. A short video message will be played first from DepEd Secretary Sonny Angara. Afterward, the lapel voice amplifiers will be distributed to the teachers. Lastly, another video will be recorded to show our sincere appreciation towards President Ferdinand R. Marcos Jr. and DepEd Secretary Sonny Angara for their support and assistance in providing these learning tools.

4. Please adhere to the following guidelines:
   - Receive and Check Equipment: The teacher must personally receive the lapel voice amplifier and ensure that it is complete and in good condition.
   - Sign Inventory Custodian Slip.
   - Proper Use: The device should primarily be used for educational purposes, and ensure that it is properly handled, stored and taken care of.
   - Inform the school property custodian or school principal immediately if there are any issues, defects or damages relating to the equipment.

5. At least 15 from Grades 7 -10 and 10 from Grades 11-12 teaching personnel shall be the participants for this activity. Please note that only those available (on their break time) during the scheduled distribution will be tapped as the participants.

6. Those who were not selected for the distribution at the AVR may also claim their lapel voice amplifier in the Supply/Stock Room on the same day.

7. For information and guidance.

JEFFREY D. PENALES
School Principal I