DIVISION MEMORANDUM
No. 579 s. 2016

To: Education Program Supervisors
   Public Schools District Supervisors
   Public and Private Secondary and Elementary
   School Heads
   Division Personnel

From: DEE D. SILVA, DPA, CESO VI
   Schools Division Superintendent

Subject: Division Schools Press Conference 2016

Date: October 6, 2016

1.) The City Schools Division of Digos shall conduct the Division Schools Press Conference (DSPC) with the theme: “Strengthening Freedom of Information Through Campus Journalism” on October 20 – 21, 2016 at Matti National High School, Matti, Digos City.

2.) The contest events for this year’s conference both for Elementary and Secondary (English and Filipino) are as follows, to wit:

Individual Events:

1.) News Writing
2.) Editorial Writing
3.) Copyreading and Headline Writing
4.) Photojournalism
5.) Feature Writing
6.) Sports Writing
7.) Editorial Cartooning
8.) Science and Technology

Group Events:

1.) Script Writing and Radio Broadcasting
2.) Collaborative Publishing
   - The group is composed of 7-member team.
   - Participants must not be a contestant for any individual event.
   - Only one (1) entry for English and one (1) entry for Filipino are allowed for every school.
3.) The photojournalists are allowed to use any Digital Camera (Point and Shoot) with a maximum of 16 mega pixels. The contestants will bring laptop and storage card during the contest.

4.) A Registration Fee of **Two Hundred Fifty Pesos (Php 250.00)** shall be charged to each participant, both campus journalists and school paper advisers, to cover the expenses for the accommodation and honorarium of speakers/evaluators, contest materials, certificates, trophies and medals, meals and snacks of resource speakers/evaluators and working committees and other incidental expenses.

5.) School Paper submission is set on **1st day of Division Schools Press Conference.**

6.) Matrix of Activities and Working Committees are contained in the Attached Documents.

7.) The Opening Program shall strictly start at 8:00 A.M. Every participant is expected to be at the contest venue before 8:00 A.M. To expedite the registration process, each school is directed to prepare the List of Participants before the start of the program.

8.) Travel Expenses, Registration Fee, food and all other incidental expenses relative to the conduct of the activity shall be chargeable against School Paper Funds, Local/School Funds, PTA Funds, School MOOE Funds and other sources subject to the usual accounting and auditing rules and regulations.

9.) For immediate dissemination and compliance.
<table>
<thead>
<tr>
<th>Room</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Opening Program 0:00</td>
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<tr>
<td>2</td>
<td>Registration 0:00</td>
</tr>
<tr>
<td>3</td>
<td>Presentation 8:00</td>
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<tr>
<td>4</td>
<td>Presentation 8:30</td>
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**Session:**
- **School Board:**
  - **Principal:** Mrs. Lisa Jeevan
  - **Vice Principal:** Mr. Epee Grace Peso
  - **Administrative Officer:** Mr. Anthony Aquino
  - **Assistant Principal:** Mrs. Romelyn Nieles

**Time Slots:**
- **8:00 - 9:00:** Opening Program
- **9:00 - 10:30:** Presentation
- **10:30 - 12:00:** Educational Session
- **1:00 - 3:00:** Science and Technology Session
- **3:00 - 5:00:** Conference and Registration

**Venue:**
- **Main Annex of Digos City National High School**

**Locations:**
- **Room 1:** Mrs. Lisa Jeevan
- **Room 2:** Mrs. Romelyn Nieles
- **Room 3:** Mrs. Epee Grace Peso
- **Room 4:** Mr. Anthony Aquino
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<thead>
<tr>
<th>Time</th>
<th>Activity</th>
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<tbody>
<tr>
<td>1:00</td>
<td>Certificate Awarding of Medals and Breakfast</td>
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<tr>
<td>2:30</td>
<td>1. Certificate Awarding</td>
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<tr>
<td>3:00</td>
<td>2. Educational Conference for Teachers on Educational Leadership</td>
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<tr>
<td>4:30</td>
<td>3. Educational Conference for Teachers on Educational Leadership</td>
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<tr>
<td>7:30</td>
<td>Lunchtime Activity</td>
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<tr>
<td>8:00</td>
<td>1. Script Writing and Radio Broadcasting</td>
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<tr>
<td>9:30</td>
<td>2. Mrs. Ferra Renita Alde, Installation of Mrs. Liana Husein</td>
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<tr>
<td>11:00</td>
<td>3. Gres Epste Gres Pessi</td>
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<tr>
<td>12:00</td>
<td>4. Sports Writing</td>
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**Meetings**

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<tr>
<th>Time</th>
<th>Activity</th>
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<tbody>
<tr>
<td>3:00</td>
<td>1. Student Writers</td>
</tr>
<tr>
<td>4:30</td>
<td>2. School Paper Advisers</td>
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<tr>
<td>5:00</td>
<td>3. Subject Organization of Elementary Lines</td>
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<tr>
<td>6:00</td>
<td>4. Mrs. Ferra Renita Alde, Proposition of Secondary School Writers</td>
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**Special Guests**

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<tr>
<th>Time</th>
<th>Activity</th>
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<tbody>
<tr>
<td>3:00</td>
<td>1. Elementary - Luy</td>
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<tr>
<td>4:30</td>
<td>2. Secondary - Nusa</td>
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AWARDS

REGISTRATION

STAGE/HALL/SOUND

CONTEST ROOM PREPARATION

WORKING COMMITTEE

FOOD AND SNACKS

CERTIFICATE/PROGRAM

SECRETARIAT

DOCUMENTATION