



Republika ng Pilipinas
Kagawaran ng Edukasyon

REHIYON V—BICOL

TANGGAPANG PANSANGAY NG MGA PAARALAN NG LUNGSOD NAGA

February 6, 2024

DIVISION MEMORANDUM

No. 40, s. 2024

DIVISION TRAINING-WORKSHOP ON SCHOOL PAPER PRODUCTION

To: Assistant Schools Division Superintendent
Chief Education Supervisors
CID and SGOD Personnel
OSDS Unit Heads
Public and Private School Heads
All Others Concerned

1. Pursuant to Republic Act No. 7079, also known as the Campus Journalism Act of 1991, released through DepEd Order No. 94, s. 1992, this office announces the conduct of the **Division Training-Workshop on School Paper Production** with the theme, "*Continuous Advancement and Upgrading Through School Paper Excellence*" at Balatas Event Center, Naga City on February 20-23, 2024.

2. The activity aims to:

- demonstrate understanding of journalism through skillful execution in various platforms (i.e., print, broadcast, online);
- recognize the role of journalism in advocating for social consciousness and environmental awareness;
- capacitate participants in school paper production; and
- produce school paper

3. The expected participants to this activity are one (1) school paper adviser for English and one (1) school paper adviser for Filipino per school both in elementary and secondary. Participants are expected to bring copies of their previous school paper, laptops and extension wires. Working committee is enclosed for reference.

4. An online meeting of all officers of Division Association of Secondary School Paper Advisers (DASSPA) and Division Association of Elementary School Paper Advisers (DAESPA) and members of the working committees will be held on February 8, 2024, 3:00 P.M. via Google Meet in this link: <https://meet.google.com/dky-npbf-xkp>. Furthermore, Division Staff Orientation Workshop (DSOW) is scheduled on February 16, 2024, 2:30 P.M. at the Division Conference Hall.

DM 31, s. 2019 DM Rev. 01



☑ Roxas Aver ☑ Roxas Avenue, Brgy. Triangulo, Naga City, Camarines Sur

☎ 0981 630 0070

✉ naga.city@deped.gov.ph



Page

1 of 4



Republika ng Pilipinas
Kagawaran ng Edukasyon

REHIYON V—BICOL

TANGGAPANG PANSANGAY NG MGA PAARALAN NG LUNGSOD NAGA

5. Transportation expenses shall be charged against local/school MOOE while food and other relative expenses are chargeable against Special Education Fund (SEF) subject to the usual accounting and auditing rules and regulation.
6. Immediate dissemination of this Memorandum is desired.

SUSAN S. COLLANO CESO V
Schools Division Superintendent



Republika ng Pilipinas
Kagawaran ng Edukasyon

REHIYON V—BICOL

TANGGAPANG PANSANGAY NG MGA PAARALAN NG LUNGSOD NAGA

Enclosure 1 to DM No. 40, s. 2024

WORKING COMMITTEE

A. Executive Committee

Susan S. Collano CESO VI	Overall Chairman
Fernando C. Macaraig, CESO VI	Assistant Overall Chairman
Anna Liza F. Abuloc Rudyard C. Balacano Josefina DLC. Solis	Members

B. Technical Working Committee

Merly C. De la Cruz	Chairman
Bryan A. Cariaga Mark Myron Joson	Co-Chairmen

<i>Committee</i>	<i>Working Committee</i>	<i>Task</i>	<i>Outcome</i>
Registration/ICT	Chair: France P. Peñano Members: Brenda A. Delos Santos Liezl C. Lazo Cherry Lyn P. Alvarez	a. To prepare the attendance sheets for every session/day b. To facilitate the arrival and registration of participants	Accomplished participants attendance sheets for every session/day
Documentation	Chair: Ariel De La Cruz Members: Karen C. Belchez Jessica S. Rivera Imee Bismonte	a. To prepare narrative and pictorial reports and submit them a week after the event b. To prepare the needed audio-visual presentation	Submitted narrative and pictorial reports
Venue/Hall Preparation and Restoration	Chair: Melody Morales Members: Odessa Genio Jane Queency S. Arabe	a. To prepare the venue for the event b. To restore the venue right away after the event	Prepared the venue for the event and restored the venue right away after the event



Republika ng Pilipinas
Kagawaran ng Edukasyon

REHIYON V—BICOL

TANGGAPANG PANSANGAY NG MGA PAARALAN NG LUNGSOD NAGA

<i>Committee</i>	<i>Working Committee</i>	<i>Task</i>	<i>Outcome</i>
Program & Certificates	Chair: Dawn Obligacion Members: Bhissie Regonay Shenna Ann Dy-Cok Franny Abesa	a. To prepare and print invitation/certificates for the resource speakers, committees, facilitators, and participants b. To design and print tarpaulin and program	-Printed certificates for the resource speakers, committees, facilitators, and participants -Printed tarpaulin
Food & Refreshments	Chair: Ester Reyes Members: Jelyzer Carmela N. Ariola Rebecca B. Borromeo	To facilitate the distribution of food to participants	Distributed food to participants
Emcees	Erwin L. Recto (Days 1 & 4) France P. Peñano (Days 2 & 3) Joseph S. Avila (Closing Program)	To facilitate the flow of the program As Officer of the Day	Facilitated the flow of the program
Layouting Facilitators	John David B. Laureles (CSNHS) Trisha Mae T. Labor (CSNHS) Josef Rhian Funtanares (NCSHS) Ma. Lyka G. Cariño (CPNHS) Ariel C. De La Cruz (CGES)	To assist the SPAs on layouting	Assisted the SPAs on layouting
Monitoring & Evaluation	Maria Teresita R. Rentoy/ Nancy A. Morada	To monitor & evaluate the conduct of the activity & submit evaluation report	Signed evaluation report
Medics	Two medical officers	To monitor the wellness of participants	Logbook