



Republic of the Philippines
Department of Education

NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

FEB 11 2025

MEMORANDUM
NO. 061, s. 2025

2025 REGIONAL SCHOOLS PRESS CONFERENCE

To: OIC- Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum Implementation Division
OIC-Chief Education Supervisor, School Governance Operations Division
Elementary and Secondary Public School Heads/OICs
School Paper Advisers, Trainers/Coaches
All Others Concerned

1. Attached is Regional Memorandum No. ORD-2025 C. 123 on the above-captioned activity contents of which are self-explanatory, for the information and guidance of all concerned.
2. Particular attention is invited to paragraphs 1, 3, 4, 5, 9, 11, and 12.
3. Immediate and wide dissemination of this Memorandum is desired.

For:

VIOLETA M. GONZALES

Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent

By:

DR. LILIA A. RICERO

OIC-Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent

Enclosure: As stated

Reference: Regional Memorandum No. ORD-2025 C. 123

To be indicated in the Perpetual Index

Under: LEARNING AREAS

ENGLISH and FILIPINO

MCDS-2025 Regional Schools Press Conference

061/February 10, 2025

NUM-2025-061



Republic of the Philippines
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January 27, 2025

REGIONAL MEMORANDUM
ORD-2025-123

To : Schools Division Superintendents
Functional Division Chiefs
All Others Concerned

2025 Regional Schools Press Conference (RSPC)

1. Department of Education-National Capital Region through Curriculum and Learning Management Division will hold the **2025 Regional Schools Press Conference** with the theme, "*Empowering Student Voices: Navigating Truth, Integrity and Digitalization in Campus Journalism*" on February 26-28, 2025, and March 7, 2025 at St. Paul School College (Elementary Level), St. Andrews School and La Huerta National High School (Secondary Level), La Huerta, Paranaque City.
2. The conference aims to:
 - a. demonstrate understanding of journalism through skillful execution in various platforms (i.e., print, broadcast, online);
 - b. recognize the role of journalism in advocating for social consciousness and environmental awareness;
 - c. promote fair and ethical use of media as tenets of responsible journalism;
 - d. foster camaraderie and enrich learning experiences through healthy and friendly competitions; and
 - e. their future careers.
3. The Conference and Contest Activities shall include the following:
 - a. **Individual Contests (English and Filipino, elementary and secondary)**
 - a. News Writing
 - b. Features Writing
 - c. Editorial Writing
 - d. Sports Writing
 - e. Copyreading and Headline Writing
 - f. Science and Technology Writing
 - g. Photojournalism
 - h. Editorial Cartooning
 - i. Column Writing



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b. Group Contests

- Radio Scriptwriting and Broadcasting (English and Filipino elementary and secondary)
- Collaborative Desktop Publishing (English and Filipino, elementary and secondary Online Publishing (English and Filipino, secondary only)
- Collaborative Desktop Publishing (English and Filipino, elementary and secondary Online Publishing (English and Filipino, secondary only)
- TV Scriptwriting and Broadcasting (English and Filipino, secondary only)

c. Concurrent Sessions with Workshops for SPAs

d. Search/Awarding of the Outstanding School Paper Advisers (SPAs) and Campus Journalist (CJs)

e. School Paper Contests (English and Filipino, elementary and secondary in PDF)

- News Section
- Features Section
- Editorial Section
- Science and Technology Section
- Sports Section
- Layout and Page Section

4. Eligible RSPC participants include the following:

Individual Categories	Top three (3) division winners
Group Categories	One (1) team per medium (Composed of seven (7) members each team) except Online Publishing with five (5) members per SDO
School Paper Category	Top ten (10) school papers only per category per medium and level per SDO

Note: *The Number of participants for group categories and entries for school paper category will depend on the final issuance of NSPC Memorandum from the Central Office.*



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5. Refer to the list of enclosures for the contest guidelines of the individual, group, school paper, search for outstanding campus journalist and school paper advisers.

Enclosure A	Content
1	General Guidelines/Contest Mechanics for Selection of Winners in the different Individual Writing Contest
2	Guidelines for the Radio Scriptwriting and Broadcasting Contest
3	Guidelines for the Collaborative & Desktop Publishing Contest
4	Guidelines for the Online Publishing Contest
5	Guidelines for the TV Scriptwriting & Broadcasting Contest
6	Guidelines for the School Paper Contest
7	Guidelines for the Selection of the Outstanding School Paper Advisers and Campus Journalists
8	Score Sheets for Individual and Group Categories
Enclosure B	Content
1	General Guidelines
2	Schedule and Venue of Activities
3	RSPC 2025 Committees/Proctors
4	Terms of Reference of Committees
5	Guidelines on Protest Concerns

6. The Host Division will provide room/hotel accommodation to RO Top Management, CLMD personnel and other Regional Technical Working Group members who will serve as Program Management Team & Secretariat on February 25-28, 2025.
7. The involvement of regional and division officials in activities scheduled during holidays or weekends entitles them to Compensatory Overtime Credit (COC), in accordance with DepEd Order No. 53, s. 2003, and CSC and DBM Joint Circular No. 2 s. 2004. Similarly, teachers' participation warrants service credits as outlined in DO 13, s. 2024, "*Revised Guidelines on the Grant of Vacation Service Credits for Teachers*," subject to prevailing DepEd Rules and regulations.
8. All Regional Personnel shall be designated as committee chairs, co-chairs, members and room proctors for both individual and group categories.




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9. This Office reiterates and emphasize the significance of academic integrity and originality in your submissions. Each school paper entry is expected to be an original work that reflects their ideas, creativity, and understanding of the relevant issues. **Plagiarism, in any form, is strictly prohibited.** This includes, but is not limited to: *Submitting work that is not your own or improperly representing someone else's ideas, words, or creative expressions as your own; Failing to properly cite or reference any sources used in preparing your entries, copying text, images, or other materials without appropriate permission or acknowledgment.* Thus, engaging in plagiarism undermines the personal integrity and the credibility of the press conference as a whole; each school must upload its plagiarism report/result to the link to be provided by RTWG
10. Violations of this policy will result in the disqualification of the school paper entry from the competition and other disciplinary actions as deemed appropriate by the organizing committee.
11. The regional schools press conference champions the principles of press freedom, fairness, and transparency. Therefore, the decisions made by the appointed judges across all specified media and categories will be considered **final and irrevocable.**
12. A separate issuance will be released stipulating the enclosures on contest guidelines, schedule and venues of activities, and terms of reference of committees.
13. Immediate dissemination of this Memorandum is desired.


JOCELYN DR ANDAYA
Regional Director, NCR
Concurrent Officer-In-Charge,
Office of the Assistant Secretary for Operations

Incl: As stated
Reference: Deped Memroandum No. ____ s. 2025
Allotment: 1
To be indicated in the Perpetual Index
Under the following subjects:

CONTESTS	CONFERENCES
FEES	JOURNALISM PROGRAM
PROGRAMS & PROJECTS	SCHOOLS
OFFICIALS	TEACHERS



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Enclosure A.1

**GUIDELINES FOR THE SELECTION OF WINNERS IN THE
DIFFERENT INDIVIDUAL WRITING CONTESTS**

The Individual Writing Contests are designed to showcase the competencies of campus journalists and promote fair and ethical use of media as tenets of responsible journalism.

Only learners from schools with school papers (print, digital/electronic publication), either in English or Filipino for the school year 2024-2025, can participate.

Only the first, second and third place winners in the individual contest are allowed to compete in their respective contest categories. Only first place winners are allowed to compete in the group categories.

The following guidelines will be strictly implemented:

A. General:

1. Should there be questions and assistance needed, the participants can only raise their concerns to the assigned proctor and/or examiner.
2. School paper advisers, teachers, principals, parents, or guardians who will be found in the contest venue will be grounds for disqualification of their contestants.
3. The top five (5) winners per medium shall be recognized and their points will be included in the computation of the overall scores (combined scores of individual and Group contests). Only the top three (3) winners will receive a medal, while top four (4) and top five (5) winners will receive a certificate.
4. Any violation of the stipulated guidelines will be grounds for disqualification of the participant.
5. The decision of the Board of Judges in all aspects of the contest is final and irrevocable.

B. Specific:

1. News Writing, Feature Writing, Editorial Writing, Science and Technology Writing, and Column Writing
 - a. Fact sheets or other sources of information shall be given to the contestants as bases for writing the article.
2. Sports Writing
 - a. The RTWG shall orient and provide instructions to the contestants before the contest proper.
 - b. A pre-game conference shall be conducted for the introduction of the players, coaches, and tournament officials.
 - c. An actual game shall be covered by the contestants.
 - d. A post-game conference shall be held to interview officials and athletes after the game.



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- e. The contestants shall proceed to the designated contest room for the writing of the sports article.

3. Copyreading and Headline Writing

- a. The contestants shall bring their pencils for the contest.
- b. The contestants shall follow the directions given in the contest piece.
- c. The contestants shall provide a headline for the article.

4. Editorial Cartooning

- a. The contestants shall bring their own pencil no.
- b. The cartoon must be anchored on the given topic or issue.
- c. The cartoon should be compliant with the professional and ethical standards or media.

5. Photojournalism

a. Preparation

- 1) Contestants should be at the contest venue thirty (30) minutes before the orientation on the guidelines and rubrics.
- 2) The contestants are allowed to use any digital camera (point and shoot only) with a maximum of 24.3 megapixels with fixed lenses.
Contestants who will use any DSLR and other high-end cameras **will not be permitted to join the contest.**
- 3) The contestants shall submit empty memory cards and cameras (internal memory) to be checked by the examiner/s a day before the opening program.
- 4) The contestant should bring his/her camera cable for uploading and saving pictures
- 5) Cellular phones, extra digital cameras, extra storage cards, or any additional materials/equipment are not allowed in the contest area.
- 6) Contestants shall bring their black ink ballpens while the RTWG will provide scratch papers where contestants can write down notes during the shooting.

b. Provision for Memory Card

- 1) The contestants shall load the empty storage card in front of the examiner on the contest day.

c. Photo Shoot, Uploading and Captioning

- 1) The loading and unloading of the storage card will be done in front of the examiner.
 - 2) The control shot shall be the first shot.
 - 3) Contestants are given one (1) hour to take pictures.
 - 4) Contestants are allowed to take unlimited shots but will submit only five (5) possible photos with captions for the given theme and the control shot.
 - 5) Write the file name of each photo in the caption sheet.
 - 6) Caption sheets will be provided by RTWG.
-



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- 7) Contestants will be given 30 minutes to write captions for each of the five (5) photos.
- 8) Throughout the duration of the competition, the advisers, trainers, and parents are NOT allowed in the venue.



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Enclosure A.2

**GUIDELINES FOR RADIO SCRIPTWRITING AND BROADCASTING
CONTEST**

A. General Guidelines

1. Each division shall organize a team of seven (7) members for English and Filipino in elementary and secondary levels who shall not be competing in any of the individual writing categories.
2. To facilitate proper identification, the participants shall wear white shirts with their valid school IDs/RSPC IDs.
3. Orientation shall be conducted for all the contestants. The directors will draw lots to determine the order of the presentation.
4. The awards for this category are the following:

Individual Awards	Group Awards
1. Best Anchor	1. Best in Technical Application
	2. Best Infomercial
2. Best News Presenter	3. Best Script

5. In getting the overall results for best radio production, accumulated points from the individual and group awards shall be considered.
6. Any violation of the stipulated guidelines will be grounds for disqualification of the team.

7. The decision of the Board of Judges is final and irrevocable.

B. Scriptwriting

1. Each team may use up to four (4) official laptops that are cleared of stored documents, and an inkjet printer in preparing and printing the script. All laptops should be submitted to the contest committee for inspection on February 28 from 6:00 AM — 7:30 AM. Each team is required to bring their extension wires and other equipment for rehearsal.
2. The team will be given two (2) hours to prepare a script for a five-minute radio broadcast that includes one (1) infomercial, and four (4) news articles. The infomercial may depict health, environment, politics, and social issues. It shall have a maximum length of one (1) minute and shall use the language that the group is competing in. The news articles may be based on press releases, raw data, or any other source given by the examiner/s. Another 30 minutes will be allotted for the printing of the output. After two and a half (2 1/2) hours, each team should submit four (4) copies of the script. Three (3) copies will be submitted to the judges and one (1) copy will be submitted to the examiner/s. The team may print extra copies for their use.



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3. Once the scriptwriting has commenced, the contestants will no longer be allowed to leave the contest rooms. For personal necessities, the proctor shall accompany them to the restrooms.
4. The script should not bear any information that may identify the school and division but it should include the names of the members of the team with their respective roles (i.e., anchor, news presenter, etc.)
5. Scripts should be:
 - encoded using Arial font size 12;
 - with directorial instructions in capital letters;
 - double-spaced with normal margin (1 inch on all sides); and
 - printed in A4-sized bond paper (8.27x11.69).

C. Broadcast Simulation

1. A broadcast room for the presentation shall be identified in the contest venue. Only the contestants, judges, and examiner/proctor shall be allowed inside.
2. The organizers/host division shall commission an independent sound system provider to ensure quality audio output. The technical operator shall only set the sound system before the simulation. A jack/auxiliary cord/adaptor will be provided for the laptops and other sources of sound effects.
3. Except for the volume meter, contestants/technical directors shall not be allowed to change, adjust, or manipulate the main control board during their presentation.
4. Mobile phones and reference materials shall not be allowed in the contest area.
5. In case of power failure, the affected team shall be allowed to broadcast again.
6. Loudspeakers may be set up outside the broadcast room.
7. Each team shall be given nine (9) minutes: three (3) minutes for preparation, five (5) minutes for the actual broadcast, and one (1) minute for the exit. Provide running time shall be applied.
8. The organizers shall provide a clock or a timer that can be seen by the contestants and the judges. There will be an official timekeeper.



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9. A yellow flaglet shall be raised again to warn the team that they only have one (1) minute remaining followed by a red flaglet to indicate that their time is up.

10. The team who complied with the five-minute production shall be given a perfect score (5 points). In case of overtime or undertime, the following scheme or deductions shall be followed:

Undertime / Overtime

1 second - 20 seconds.- 1 point

21 seconds - 40 seconds -2 points

41 seconds.- 60 seconds - 3 points

61 seconds and above. - 4 points



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Enclosure A.3

GUIDELINES FOR THE COLLABORATIVE DESKTOP PUBLISHING CONTEST

1. Each division shall organize a team of seven (7) members for English and Filipino both in elementary and secondary levels who shall not be competing in any of the individual writing categories.
2. Contestants shall wear white shirts with identification cards.
3. All contestants are required to attend the orientation before the competition.
4. All contestants are not allowed to go back to their quarters nor communicate in all forms (text, call, chat, etc.) with their respective advisers from the start until the end of the contest.
5. A mini press conference and a sports event shall be held as bases for the content of the publication (i.e., news, features, editorial, editorial cartoon, sports). The photojournalists shall take pictures of the mini press conference and sports event.
6. For the actual sports event, a pre-game conference shall be conducted for the introduction of the players, coaches, and tournament officials. Consequently, a post-conference shall be held for interviews and data gathering.
7. The team will be given one (1) hour for data gathering and five (5) hours for writing, layout, and editing.
8. Each team is allowed to bring only the following:
 - two (2) digital/DSLR cameras;
 - one (1) inkjet printer with scanner;
 - one (1) card reader;
 - one (1) blank flash drive;
 - extension wires;
 - maximum of four (4) laptops installed with either PAGEMAKER or IN DESIGN and Photoshop (for the secondary level) and Microsoft Publisher (for the elementary level) for the layout of the group's final output; and A4 size bond paper
9. Laptops to be submitted to the RTWG shall be labeled with the following format:

Category — Medium — Level
Name, School, Division
e.g.,
Collaborative Desktop Publishing — English — Secondary — Division
Angelina Villanueva, Bukidnon National High School, Bukidnon

Labels shall be in a whole bond paper size pasted on or attached to the laptop bag.
10. Official laptops, previously cleared of stored documents, shall be submitted to the RTWG on February 27, 2025 (6:30 am up to 8:00 am only) to check for any other applications and pre-written documents or references therein. Failure to submit the laptops on or before the set deadline shall mean disqualification of the competing team.



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Enclosure A.3

GUIDELINES FOR THE COLLABORATIVE DESKTOP PUBLISHING CONTEST

1. Each division shall organize a team of seven (7) members for English and Filipino both in elementary and secondary levels who shall not be competing in any of the individual writing categories.
2. Contestants shall wear white shirts with identification cards.
3. All contestants are required to attend the orientation before the competition.
4. All contestants are not allowed to go back to their quarters nor communicate in all forms (text, call, chat, etc.) with their respective advisers from the start until the end of the contest.
5. A mini press conference and a sports event shall be held as bases for the content of the publication (i.e., news, features, editorial, editorial cartoon, sports). The photojournalists shall take pictures of the mini press conference and sports event.
6. For the actual sports event, a pre-game conference shall be conducted for the introduction of the players, coaches, and tournament officials. Consequently, a post-conference shall be held for interviews and data gathering.
7. The team will be given one (1) hour for data gathering and five (5) hours for writing, layout, and editing.
8. Each team is allowed to bring only the following:
 - two (2) digital/DSLR cameras;
 - one (1) inkjet printer with scanner;
 - one (1) card reader;
 - one (1) blank flash drive;
 - extension wires;
 - maximum of four (4) laptops installed with either PAGEMAKER or IN DESIGN and Photoshop (for the secondary level) and Microsoft Publisher (for the elementary level) for the layout of the group's final output; and A4 size bond paper
9. Laptops to be submitted to the RTWG shall be labeled with the following format:
Category — Medium — Level
Name, School, Division

e.g.,
Collaborative Desktop Publishing — English — Secondary — Division
Angelina Villanueva, Bukidnon National High School, Bukidnon
Labels shall be in a whole bond paper size pasted on or attached to the laptop bag.
10. Official laptops, previously cleared of stored documents, shall be submitted to the RTWG on April 30, 2024 (6:00am up to 7:30am only) to check for any other applications and pre-written documents or references therein. Failure to submit the laptops on or before the set deadline shall mean disqualification of the competing team.
11. Mobile phones and other electronic gadgets shall not be allowed except for digital cameras/DSLRs and laptops with disabled internet connection.





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12. Each team will be required to convert their output into PDF, print in A4 size bond paper, and submit it to the examiner/s. The collaborative desktop publishing team shall submit both hard and soft copies of their entries. They should ensure that no identifying marks about their school or division can be found on their output as it would be a ground for disqualification.

13. The output of the contest is an A4-size four-page full colored publication. The output will be stored in a flash drive and to be submitted to the RTWG for judging.

14. The top five (5) teams shall be recognized, and their points will be included in the determination of the overall scores.

16. The decision of the Board of Judges is final and irrevocable.



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Enclosure A.4

GUIDELINES FOR THE ONLINE PUBLISHING CONTEST

1. Each division shall organize a team of five (5) members for English and five (5) members for Filipino at the secondary level who shall not be competing in any of the individual writing categories.
2. Contestants may wear their school uniforms or plain white t-shirts with their identification cards.
3. All contestants are required to attend the one-hour orientation before the competition.
4. All contestants are not allowed to go back to their quarters nor communicate in all forms (text, call, chat, etc.) with their respective advisers from the start until the end of the contest.
5. A mini press conference and a sports event shall be held as bases for the content of the publication (i.e., news, features, editorial, editorial cartoon, sports). The photojournalists shall take pictures or videos of the mini press conference and sports event.
6. For the actual sports event, a pre-game conference shall be conducted for the introduction of the players, coaches, and tournament officials. Consequently, a post-conference shall be held for interviews and data gathering.
7. The team will be given three (3) hours for writing, layout, and editing articles online after the creation of an online publication using the official platform to be provided by the organizer. Coverage /Data gathering through a mini press conference, the pre-game, actual game, and post-conference shall be excluded from the three-hour time allotment.
8. Specific instructions on the number of articles to be produced will be given during the orientation.
9. Each team will be required to bring only the following:
 - one (1) flatbed scanner/3-1 printer (mobile/phone scanner is NOT allowed);
 - maximum of two digital cameras — digital camera (point and shoot only)
 - with a maximum of 24.3 megapixels with fixed lenses. Contestants who will use any DSLR and other high-end cameras will not be permitted to join the contest (Standard process in the Photojournalism Event shall be observed in checking the cameras and SD cards);
 - maximum of four (4) laptops installed with Photoshop for image enhancement;
 - maximum of two (2) pocket wifis (preferably with two different networks) or one (1) wireless router; and
 - extension cord.
10. Laptops to be submitted to the RTWG shall be labeled with the following format:

Category - Medium — Level - Division
Name, School, Division
e.g.,
Online Publishing — English — Secondary — Division



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Angelina Villanueva, National High School,
Labels shall be in a whole bond paper pasted on or attached to the laptop bag.

11. Official laptops, previously cleared of stored documents, shall be submitted to the RTWG on April , 2024 (6:00am up to 7:30 am only) to check for any other applications and pre-written documents or references. Failure to submit the laptops on or before the set deadline shall mean disqualification of the competing team.

12. Each group shall email their URL to the assigned examiner.

13. The top three (3) teams shall be recognized, and the points will be included in the determination of the overall standing. All competing teams shall be given points and ranked accordingly.

14. The decision of the Board of Judges is final and irrevocable.



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Enclosure A.5

GUIDELINES FOR TV SCRIPTWRITING AND BROADCASTING

A. General Guidelines

1. Each division shall organize a team of seven (7) members for English and seven (7) members for Filipino at the secondary level who shall not be competing in any of the individual writing categories.
 - A. scriptwriter/s
 - B. anchor/s
 - C. reporter/s
 - D. producer/director who could also act as floor director
 - E. video/ graphics editor
 - F. video journalist /cameramanAny of the team members can assume two (2) or more positions/tasks, as long as this would not be conflicting or awkward about the outcome of the broadcast (for example an anchor can't be a reporter at the same time. But an anchor can also be a news or infomercial writer.)
2. The list of equipment and tools in the mock broadcast room shall be shared with the regional coordinators a week before the contest by the host division.
3. A 30-minute technical orientation will be held on April 30, 2024 (8:00am-5:00pm, for the director and video/ graphics editor. Then, each team will be given five (5) minutes to visit the mock broadcast room.
4. In getting the overall results for the best TV broadcast, accumulated points from the individual and group awards shall be considered.
5. Any violation of the stipulated guidelines will be grounds for disqualification of the team.
6. The decision of the Board of Judges is final and irrevocable.

PRE-CONTEST

1. Each team will be required to bring only the following:
 - maximum of four (4) laptops with at least 10GB free space and a video editing program (with uploading capacity);
 - three (3) empty USB Flash Drives (16GB minimum);
 - maximum of two (2) cameras/mobile phones (without sim) compatible with the laptop;
 - maximum of three (3) wired lapel microphones;
 - A4 bond paper;
 - one (1) printer with ink; and
 - extension cord
2. Laptops and flash drives to be submitted to the RTWG shall be labeled with the following format:

Category — Medium - Level -Division
Director's Name, School, Division
e.g.,



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TV Scriptwriting and Broadcasting - English - Secondary — Division

Angelina Villanueva, Paranaque National High School, Paranaque

Labels for laptops shall be in a whole bond paper attached to the laptop bag.

Flash drives shall be sealed in an envelope with a label.

3. Checking and sealing of laptops shall be done on April 30, 2024 (6:00 am — 7:30am only). Laptops shall be clear of stored documents except for the prerecorded Opening Billboard (OBB) and Closing Billboard (CBB) and offline editing software.
4. Failure to submit the laptops on or before the set deadline shall mean disqualification of the competing team.
5. Only the equipment and tools in the mock broadcast room are allowed to be used by the participants during the actual presentation.
6. Before the start of the contest, the teams will be oriented on the roles of the participants and criteria for judging by the chairman of the board of Judges. All participants should attend this orientation.
7. The directors will draw lots to determine the order of the presentation, Then, contest materials saved in flash drives sealed in envelopes shall be distributed to the directors.

CONTEST PROPER:

A. SCRIPTWRITING AND PRODUCTION

1. The team shall have the following components in their script:

- a. **Cover Page:** This shall contain the group's name (mock TV network name).
- b. **News:** The RTWG will provide five (5) sets of data (including photos/videos/audio) in folders saved in a flash drive. The team may use all sets of data for their news reports. Each news script should indicate the corresponding video and/or audio component taken from the folders or produced during the actual contest.
- c. **Infomercial/ Developmental Communication:** The RTWG will provide two (2) sets of data (including photos/videos/ audio) in folders saved in a flash drive. The team is required to produce one (1) infomercial or developmental communication plug. This shall be produced during the contest and should be related to the topic which will be given by the judges. The script should contain video and audio components.
- d. **Field Report:** A live field report with or without canned video support shall be included in the production.
- e. **Headlines:** These will contain a brief lead/summary of the news articles.
- f. **OBB/CBB:** The OBB and CBB will contain the group's assumed TV network name. The script for the OBB/CBB should be included in the main script which will be submitted to the judges.



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2. Five (5) hours and 15 minutes will be allotted for the preparation of the script, shooting, and editing of the videos, production of the infomercial, and rehearsals. All groups shall stop working after the allotted time. A buzzer shall signal the end of the scriptwriting and production time.
3. The organizers shall provide a clock or a timer that can be seen by the contestants. There will be an official timekeeper.
4. Once the scriptwriting has commenced, the contestants will no longer be allowed to leave the contest venue. Members shall only be allowed to go out of the room when it is time for their team to perform and for personal necessities accompanied by a proctor.
5. Each team shall prepare four (4) copies of the script: three (3) copies for the judges and one (1) copy for the team.
6. The cover page of the script shall contain the group's name (TV Network name) and the names of the members of the team with their respective roles (i.e., anchor, field reporter, etc.)
7. The script should not bear any information that may identify the school or division.

B. TV BROADCAST SKILLS PERFORMANCE

1. Only one (1) laptop is allowed inside the studio.
2. All news reports shall be presented live. Only the OBB and CBB are pre-recorded/ pre-produced. Support videos or audios to be used for the live reports are either taken from the folders or produced on the day of the contest.
3. Other than the actual broadcast time, seven (7) minutes shall be allotted for entrance and preparation.
4. The TV broadcast must be delivered in six (6) minutes.
5. The timekeeper shall raise the green flaglet to signal the start of the presentation. A yellow flaglet shall be raised by the timekeeper to warn the presenting team that only one (1) minute is left of the broadcast time. A red flaglet shall be raised to signal that the six (6) minutes allotted for the group have been consumed.
6. In case of overtime/undertime in the prescribed duration of the
7. broadcast, the following points shall be deducted from the points
8. earned in the criterion adherence to time allotment (5%).

1 second — 20 seconds — 1 point
21 seconds — 40 seconds — 2 points
41 seconds — 60 seconds — 3 points
61 seconds — 80 seconds — 4 points



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7. The timekeeper shall give the judges a copy of the record of the broadcast running time of each group right after the performance. The record should indicate how many seconds/minutes each group went over/under time if they did. The timekeeper shall also announce the time started, time finished, incurred undertime/overtime, and the corresponding deductions of the group.
8. Three (3) minutes shall be allotted for the exit.
9. The decision of the Board of Judges is final and irrevocable.



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Enclosure A. 6

GENERAL GUIDELINES FOR SCHOOL PAPER CONTESTS

(in Portable Digital Format)

- A. The School Paper Contest is open to elementary and secondary schools whose school papers belong to the top ten (10) per section per category and per medium in the division.
- B. The top ten (10) highest pointers both in English and Filipino shall be declared as the best school papers in the region but the points of their ranking shall not be added to determine the best-performing division that shall be recognized in the awarding ceremony on the last day of conduct of the Regional Schools Press Conference (RSPC).
- C. For any school paper found to have copied and published texts, images, and other materials without duly acknowledging their sources, the school paper shall be disqualified **from the RSPC contest and from joining the School Paper Contest for three (3) consecutive years.**
- D. The decision of the Board of Judges in all aspects of the contest shall be deemed final and irrevocable.
- E. For 2025 RSPC, there are no specific required number of school paper entries to be submitted by each division. In addition, submitted schools papers shall be saved in PDF through email. Neither school nor SDO is allowed to submit their school paper entry/ies directly to the CO.

The following, properly foldered and labeled (e.g., Division-News-Eng-Elem), are to be submitted:

1. Plagiarism check/report using *turnitin application* signed by the adviser, school principal, division in-charge of journalism and schools division superintendent will be submitted together with the reviewed school paper entries on the link to provided by the region.
 2. Certificate of Circulation from the school head duly noted by the SDS Indicated in the certificate is the corresponding link to the school website or Facebook page where school papers are published.
 3. Certificate of Endorsement signed by the SDS, Certifying all the required documents were submitted, checked, and reviewed by the SDO before submitting to the region.
 - a. Report of the process observed in ensuring plagiarized-free articles
 - b. Result of the evaluation of school paper per category and medium duly signed by the judges during the RSPC. The RTWG reserves the right to disqualify entries with no Certificate of Endorsement from the RD.
-



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- F. The different SECTION/CATEGORIES in the school paper contest, both English and Filipino, are as follows:
1. News Section / Pahinang Balita
 2. Editorial Section / Pahinang Editoryal
 3. Features Section. Pahinang Lathalain
 4. Sports Section / Pahinang Pampalakasan
 5. Science and Technology Section / Pahinang Agham at Teknolohiya
 6. Layout and Page Design Category / Kategoryang Pag-aanyo at Disenyo ng Pahina
 7. All qualified and properly screened school paper entries shall be submitted on or before February 10, 2025 until 11:59 PM only via the link to be provided by RTWG.
- G. The technical specification for both Elementary and Secondary levels are as follows:
1. NO. Of pages: minimum of 12 and maximum of 20
News Section — at least three (3)
Sports Section — at least two (2)
Feature Section — at least three (3)
Editorial Section — at least two (2)
Science and Technology Section — at least two (2)
 2. Process: Digital
 3. Color: All pages in full color
 4. Size: 9" X 12" (Elementary)
12" x 18" (Secondary)
- H. Failure to comply with the set guidelines in evaluating school papers will be a ground for disqualification.



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**GUIDELINES FOR THE SELECTION OF THE BEST SECTIONS
AND LAYOUT AND PAGE DESIGN CATEGORIES FOR THE
SCHOOL PAPER CONTEST**

a Editorial Section

- I, The section should have at least two (2) pages and should include the following: main editorial, editorial cartoon, columns, letters to the editor, and commentaries. Opinion polls or surveys may be included but are not required.
 - i The treatment of the issues must demonstrate a fair and balanced presentation of both sides of the issue tackled, clear moral purpose, logical reasoning and proper citations or attributions of sources.
 - ii Topics found in the section should tackle various international, national, or local issues that may directly or indirectly affect the school or the community the school serves
 - iii The decision of the Board of Judges is final and irrevocable.

b News Section

1. The section shall consist of at least three (3) pages.
2. The content and scope of the news stories shall cover international, national regional, community and school-based news stories.
3. The content of the section may include straight or spot news, advance / follow — up reports, news bits, news feature, news analysis, and in depth news/ investigative news.
4. The decision of the Board of Judges is final and irrevocable.

C. Features Section

1. The section should have at least three (3) pages.
2. The feature articles should display a unique and creative presentation of topics, logical organization of ideas and facts, writer's facility of the language, and proper citations or attributions of sources.
3. The decision of the Board or Judges is final and irrevocable.

D. Sports Section

1. The section shall consist of at least two (2) pages.
2. The content and scope of the sports articles shall include coverage of international, national, regional, community, and school-based sports news stories.
3. The content of the section may include straight or spot news, advance/ follow-up reports; news bits; news features/ news analysis; indepth news, features, and editorial or column concerning or pertaining to sports.
4. The decision of the Board of Judges is final and irrevocable.

E. Science and Technology Section

1. Science and Techn0104' Section should have at least two (2) pages.





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2. The content may include health, environmental, scientific, technological, and innovative stories written in news, feature, or scientific commentary style. This should also include economic impact of Science and Technology on the lives of Filipinos.
 3. The articles should be well-researched and should observe proper citation of sources, pictures, and graphics.
 4. The decision of the Board of Judges is final and irrevocable.
- F. **Layout and Page Design Category**
- I. This category shall conform to the principles of layout and design.
 2. The content (texts and images) should consider a range of stories about the community and the school, including those of international, national, and local significance.
 3. The decision of the Board of Judges is final and irrevocable.



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Enclosure A. 7

Guidelines in the Selection of Outstanding School Paper Advisers and Campus Journalists

General Guidelines:

- A.** The RO committee shall conduct the selection of an Outstanding Campus Journalist and School Paper Adviser for both elementary and secondary levels from among the 16 Outstanding Campus Journalist and 16 School Paper Advisers in the National Capital Region **duly endorsed by the School Division Superintendent**
- B.** Selection Committee:
- I. The selection Committee shall be composed of the following:
Chairperson: Education Program Supervisor (RO) Vice-Chairperson: Education Program Supervisor (RO) Members:
Four (4) Officers from the Assoc. of SPAs
Three (3) EPS/PSDS/Principal-in-Charge in Journalism from SDOs
- a. The Chairman and Vice-Chairman of the selection Committee are duly designated by the Regional Director.
- b. The respective associations shall nominate 2 officers from each association to become part of the selection Committee.
- c. The Chairman and Vice-Chairman shall nominate members from among the group of EPS, PSDS, and Principal-in-Charge in Journalism who will become part of the selection committee and only those who are present during the meeting.
- d. The candidates in the Search for the Most Outstanding SPA must have been a school paper adviser for at least five (5) consecutive school years.
- e. The candidates in the Search for the Most Outstanding Campus Journalist must be in academic standing and must have been involved actively in campus journalism for at least two (2) school years immediately prior to the search.
- f. In the event that the campus journalist is a transferred in, a certification of his active involvement in campus journalism from the school paper adviser and attested by the school head of the former school shall be attached and shall be part of the documents to be submitted.



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g. The candidates shall be ranked based on the total points garnered. The top three

(3) winners shall be declared based on the following order:

1st Place — Most Outstanding School Paper Adviser/ Campus Journalist

2nd Place — First Runner-Up

3rd Place — Second Runner-Up

h. Each Schools Division Office representative in the search shall be recognized: hence, each shall be awarded with Certificate of Appreciation during the RSPC closing/ awarding program.

i. The candidates in the search for the Most Outstanding School Paper Adviser (SPA) shall be evaluated using the following indicators with the corresponding weight/point:6

Indicator for School Paper Advisers	
1. Performance Rating	5
2. Achievement in Journalism	55
3. Leadership related to Journalism	15
4. Extension services related to Journalism	10
5. Published reading materials/ articles related to Journalism	5
6. Scholarship Awards related to Journalism	5
7. Panel Interview	5
Total	100

j. The candidates in the search for Most Outstanding Campus Journalist (CJ) shall be evaluated using the following indicators with the corresponding weight.

Indicator for Campus Journalist	
1. Academic Standing	15
2. Achievement in Journalism	50
3. Leadership related to Journalism	20
4. Extension services related to Journalism	10
5. Panel Interview	5
Total	100

k. The candidates in the search for Most Outstanding School Paper Adviser (SPA) must have a performance rating (5%) not lower than Very Satisfactory (VS) for the past five (5) consecutive school years. The following serve as basis for the evaluation of performance:



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Descriptive Rating--5 pts SY _____
Outstanding----- 5 pts SY _____
Very Satisfactory---3 pts SY _____
Ave. _____

Descriptive Rating 4.5-5 = 5 pts. (0) 3.5-4.49 = 4pts (VS)

- l. The rating of each candidate for the past three (3) consecutive school years shall be added and shall be divided by 3 (SYS) to get the average rating, then multiply it by the allotted percentage (5%).
- m. The selection committee shall refer to the boxed portion for the Descriptive Rating.
- n. The candidates in the search for Most Outstanding School Paper Adviser (SPA) shall submit pertinent documents in respect to his/her meritorious achievement (55%) in Journalism contest for the past three (3) consecutive school years prior to the search.
- o. Achievements in Journalism Contest as school paper adviser are those awards received by the publications/ s of the nominee from a government and private organization such as Mass Media Awards, Smart Communications, Press Awards, SciJourn Awards/ comics and editorial cartooning and photography contest (local, national, international), TF Valencia Awards and other journalism-related contest/ awards.
- p. All contests must be sanctioned by the Department of Education and other reputable institutions.
- q. Certification of the School Head in respect of the SPA's meritorious accomplishment shall be part of the pertinent documents to be submitted.
- r. Certification from the office of the Schools Division Superintendent in respect of the SPA's meritorious accomplishments shall be transmitted to DepEd NCR upon the certification Of the School Head.
- s. ALL submitted documents shall be evaluated using the following bases:

I. Individual Contests — (20 pts)

Rank	1st	2nd	3rd	4th	5th	6th	7th
National	20	19	18	17	16	15	14
Regional	13	12	11	10	9	8	7
Division	7	6	5	4	3	2	1



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2. Group Contests- (20 pts)

Rank	1st	2nd	3rd	4th	5th	6th	7th
National	20	19	18	17	16	15	14
Regional	13	12	11	10	9	8	7
Division	7	6	5	4	3	2	1

2.1 Radio Broadcasting and Scriptwriting — (5 pts)

Rank	1st	2nd	3rd	4th	5th	6th	7th
National	20	19	18	17	16	15	14
Regional	13	12	11	10	9	8	7
Division	7	6	5	4	3	2	1

2.2 Collaborative and Desktop Publishing — (5 pt)

Rank	1st	2nd	3rd	4th	5th	6th	7th
National	20	19	18	17	16	15	14
Regional	13	12	11	10	9	8	7
Division	7	6	5	4	3	2	1

2.3 TV Broadcasting and News Writing (5 pts)

Rank	1st	2nd	3rd	4th	5th	6th	7th
National	20	19	18	17	16	15	14
Regional	13	12	11	10	9		7
Division	7	6	5	4	3	2	1

2.4 Special Awards — Radio Broadcasting — (5 pts)

Rank	1st	2nd	3rd	4th	5th	6th	7th
National	5	4	3	2	1	0	0
Regional	4	3	2	1	0	0	0
Division	7	6	5	4	3	2	1

2.4.1 Special awards — Radio Broadcasting— Group Category (5 pts)

Rank	1st	2nd	3rd	4th	5th	6th	7th
National	5	4	3	2	1	0	0
Regional	4	3	2	1	0	0	0
Division							



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2.5 Special Awards – TV Broadcasting – (5 pts)

Rank	1st	2nd	3rd	4th	5th	6th	7th
National	5	4	3	2	1	0	0
Regional	4	3	2	1	0	0	0
Division							

2.5.1 Special Awards – TV Broadcasting – Group Category (5 pts)

Rank	1st	2nd	3rd	4th	5th	6th	7th
National	5	4	3	2	1	0	0
Regional	4	3	2	1	0	0	0
Division							

2.6 Special Awards – Collaborative and Desktop Publishing – (5 pts)

Rank	1st	2nd	3rd	4th	5th	6th	7th
National	5	4	3	2	1	0	0
Regional	4	3	2	1	0	0	0
Division							

2.6.1 Special Awards – Collaborative and Desktop Publishing – Group
Category (5 pts)

Rank	1st	2nd	3rd	4th	5th	6th	7th
National	5	4	3	2	1	0	0
Regional	4	3	2	1	0	0	0
Division							

- t. All documents shall be evaluated using the corresponding points. Points then shall be added, and shall be divided according to the number of evaluated documents to get the average rating, then multiply it by the allotted percentage (55%).
- u. The candidates in the search for Most Outstanding School Paper Adviser (SPA) shall submit pertinent documents in respect to his/her **leadership related to Journalism (15%)** in Journalism contests for the past three (3) consecutive school years prior to the search.
- v. A SPA shall earn points for every position held at every level. An additional 2 points will be given for every position held every school year. Officership of the nominee can be gleaned from a recognized DepEd and Non-DepEd journalism and Media Organizations.



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w. All submitted documents shall be evaluated using the following bases:

Position	National	Regional	Division
President	7.5	5.5	3.5
Vice President	5.5	3.5	1.5
Sec. Treas. Other Positions	3.5	1.5	.5

Position	National	Regional	Division
Editor-in-Chief	7.5	5.5	3.5
Assoc Publication Editor	5.5	3.5	1.5
Section Editor Writer Contributor	3.5	1.5	.5

x. Each candidate in the search for the Most Outstanding School Paper Adviser (SPA) shall submit pertinent documents in respect to his/her **extension service / contribution to Journalism (10%)** in Journalism contests for the past three (3) consecutive school years prior to the search.

y. **ALL** submitted documents shall be evaluated using the following basis:

using the following basis:

Services/ Contributions	National	Regional	Division
Organizer Proponent	10	8	6
Trainer Resource Speaker	8	6	4
Committee Chairperson	6	4	2
Committee Membership/TWG	4	2	1

z. Journalism-related extension services and contribution of the nominee can be gleaned from a recognized DepEd and Non-DepEd Journalism and Mass Media Organizations.

aa. Each candidate in the search for Most Outstanding School Paper Adviser (SPA) shall submit pertinent documents in respect to his/her published reading materials and articles to Journalism (5 pts).

A. All submitted documents shall be evaluated using the following bases:

- Journalism Books (as author) ----- 5 pts (as co-author) ----
----- 5 pts
- Manuals/Modules ----- 3 pts
- Written Articles in Newsletters of RSSPAA/NSSPAA/ Daily Newspapers/ Magazines/ Publications (Print/Online/ Digital)

International ----- 2.75

National ----- 2.50



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Regional -----2.25

Division----- 2.0

- Written Articles in Newsletters of RSSPAA/NSSPAA/ Daily Newspapers/ Magazines/ Publications (Print/Online/Digital)

Contributor-----I pt

International - 1.75

National - 1.50

Regional 1.25

- B.** Each candidate in the search for Most Outstanding School Paper Adviser (SPA) shall submit pertinent documents in respect to his/her scholarships/awards related to Journalism (5 pts).
- C.** These are the scholarships/ awards received by the nominee from a government and private organizations such as Carlos Palanca Awards and / or photo contests (local, national, international)
- D.** Panel Interview - _____5 pts
- E.** Non-appearance of the candidates in the panel interview is a ground for disqualification in the search. All documents/ claims should be backed up by documents/ certifications duly signed by the concerned authorities.

For Campus Journalist

A. Academic Standing- 15%

The candidates in the search for Most Outstanding Campus Journalist must have a Grade Point Average (GPA) not lower than 80 for the past two (2) consecutive school years.

B. GPA for the past two consecutive years shall be evaluated using the following basis

Descriptive Rating15 pts

98-100-----15 pts

95-97-----13 pts

92-94----- 11 pts

89-90----- 9 pts

86-88----- 7 pts

83-85----- 5 pts

80-84----- 3 pts

SY _____

SY _____

Ave _____

- C. The rating of each candidate for the past two (2) consecutive school years shall be added, and shall be divided by 2 (SYS) to get the average rating, then multiply it by the allotted percentage (15%).



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- D. The candidates in the search for Most Outstanding School Paper Adviser (SPA) shall submit pertinent documents in respect to his/her meritorious achievement (50%) in Journalism contests for the past two [21 consecutive school years prior to the search.
- E. Achievements in Journalism contest are those awards received by the CJ's and publications/s of the nominee from a government and private organization such as Mass Media Awards, Smart Communications, Press Awards, SciJourn Awards/ comics and editorial cartooning and photography contests (local national, international), TF Valencia Awards and other journalism-related contests/ awards.
- F. All contests must be sanctioned by the Department of Education and other reputable Institutions.
- G. Certification of the School Head in respect of the CJ's meritorious accomplishments shall be part of the pertinent documents to be submitted.
- H. Certification from the office Of the Schools Division Superintendent in respect of the CJ's meritorious accomplishments shall be transmitted to DepEd NCR upon the certification of the School Head.
- I. All submitted documents shall be evaluated using the following bases:



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● **Junior/ Senior High School Level**

1. individual Contest — (20 pts)

Rank	1st	2nd	3rd	4th	5th	6th	7th
National	20	19	18	17	16	15	14
Regional	13	12	11	10	9	8	7
Division	7	6	5	4	3	2	1

2. Radio Broadcasting and Scriptwriting — (10 pts)

Rank	1st	2nd	3rd	4th	5th	6th	7th
National	20	19	18	17	16	15	14
Regional	13	12	11	10	9	8	7
Division	7	6	5	4	3	2	1

3. Collaborative and Desktop Publishing — (10 pts)

Rank	1st	2nd	3rd	4th	5th	6th	7th
National	20	19	18	17	16	15	14
Regional	13	12	11	10	9	8	7
Division	7	6	5	4	3	2	1

4. TV Broadcasting and News Writing (10 pts)

Rank	1st	2nd	3rd	4th	5th	6th	7th
National	20	19	18	17	16	15	14
Regional	13	12	11	10	9	8	7
Division	7	6	5	4	3	2	1

● **Elementary Level**

I. Individual Contest — (20 pts)

Rank	1st	2nd	3rd	4th	5th	6th	7th
National	20	19	18	17	16	15	14
Regional	13	12	11	10	9	8	7
Division	7	6	5	4	3	2	1

2. Radio Broadcasting and Scriptwriting — (20 pts)

Rank	1st	2nd	3rd	4th	5th	6th	7th
National	20	19	18	17	16	15	14
Regional	13	12	11	10	9	8	7
Division	7	6	5	4	3	2	1



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3. Collaborative and Desktop Publishing / Online Publishing Contest — (10 pts)

Rank	1st	2nd	3rd	4th	5th	6th	7th
National	20	19	18	17	16	15	14
Regional	13	12	11	10	9	8	7
Division	7	6	5	4	3	2	1

- J. ALL documents shall be evaluated using the corresponding points. Points then shall be added, and shall be divided according to the number of evaluated documents to get the average rating, then multiply it by the allotted percentage (50%).
- K. The candidates in the search for Most Outstanding Campus Journalist (CJ) shall submit pertinent documents in respect to his/ her **leadership related to Journalism (20%)** for the past two (2) consecutive school years prior to the search.
- L. A CJ shall earn points for every position held at every level. An additional 2 points will be given for every position held every school year. Officership of the nominee can be gleaned from a recognized DepEd and Non-DepEd journalism and Media Organizations.

- M. All submitted documents shall be evaluated using the following bases:

Position	National	Regional	Division
President	10	8	6
Vice President	8	6	4
Sec. Treas. Other Positions	6	4	2

Position	National	Regional	Division
Editor-in-Chief	10	8	6
Assoc Publication Editor	8	6	4
Section Editor Writer Contributor	6	4	2

- N. The candidates in the search for Most Outstanding Campus Journalist (CJ) shall submit pertinent documents in respect to his/her extension service/ contribution to Journalism (10%) for the past two (2) consecutive school years prior to the search.

- O. All submitted documents shall be evaluated using the following basis:

Services / Contributions	National	Regional	Division
Organizer Proponent	10	8	6
Trainer Resource Speaker	8	6	4
Committee Chairperson	6	4	2
Committee Membership TWG	4	2	1



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- P. Journalism-related extension services and contribution Of the nominee can be gleaned from a recognized DepEd and Non-DepEd Journalism and Mass Media Organizations,
- Q. ALL documents shall be evaluated using the corresponding points. Points then shall be added, and shall be divided according to the number of evaluated documents to get the average rating, then multiply it by the allotted percentage (10%).
- R. Panel Interview - (5%)
- S. **Non-appearance** of the candidate in the panel interview is a **ground for disqualification** in the search. All documents/ claims should be backed up by documents/ certifications duly signed by the concerned authorities.



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Enclosure A.8

SCORE SHEET FOR NEWS WRITING

Form and Style (40%)	Score
Arranges details of the event in decreasing importance	
Shows the news writer's ability to organize information	
Uses a lead that is clear and focused on the most important detail	
Avoids the use of words with controversial elements or double-meaning	
Avoids personal slants	
Has clear and unbiased headline	
Uses short and simple words	
Conforms with the principles of unity and coherence	
Observe the rules of grammar and syntax	
Uses transitions properly	
Observes gender fair language	
Content (50%)	
Uses appropriate lead type to get the readers' attention	
Presents to the readers the most important details of the event	
Follow logical presentation of the event and emphasizes the most important or relevant fact (s)	
Follows the correct news writing format/style	
Ethics (10%)	
Showcases original works of students.	
Properly cites information and attributes these facts from the source of information (cut across all events)	
Observes standards of journalism in terms of fairness, relevance, accuracy, and balance	
Has no potentially libelous or obscene content, plagiarism and copyright violations	
TOTAL (100%)	
Comments/Suggestions:	

Evaluator/Judge
(Signature over Printed Name)



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SCORE SHEET FOR FEATURE WRITING

Form and Style (40%)	Score
Observes the rules of grammar and syntax	
Conforms with the principles of organization and progression of ideas	
Exhibits creative presentation of facts in the story	
Uses a catchy title for the article	
Sustains interest of the readers	
Utilizes the appropriate feature type to emphasize the impact/relevance of the topic	
Observes gender fair language.	
Content (50%)	
Cites facts like historical references, statistics, relevant names/facts to bolster credibility of statements and/or narratives	
Presents a new angle or information about the topic that are timely and interesting to read	
Stirs the imagination of the reader	
Balances presentation of thoughts and ideas from the obtained data with those of the writers' perceptions	
Ethics (10%)	
Showcases original works of students.	
Properly cites information and attributes these facts from the source of information (cut across all events)	
Observes standards of journalism in terms of fairness, relevance, accuracy, and balance	
Has no potentially libelous or obscene content, plagiarism and copyright violations	
TOTAL (100%)	
Comments/Suggestions:	

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SCORE SHEET FOR EDITORIAL WRITING

Form and Style (40%)	Score
Uses lead paragraph that contains news peg and the general stand of the writer	
Presents arguments that are based on facts.	
Cites sources of facts to add credibility to the arguments raised	
Uses a strong and thought-provoking title	
Shows logical reasoning	
Observes the rules of grammar and syntax	
Utilizes transitions properly	
Observes gender fair language.	
Content (50%)	
Presents the general stand of the writer in the lead	
Utilizes factual information from interviews, documents review, data analyses and other reliable sources	
Displays evidence of the writers' knowledge and understanding of issues/problems	
Reflects clarity of the message and can influence public opinion	
Arguments presented in the body logically support the writer's stand	
Ethics (10%)	
Showcases original works of students.	
Properly cites information and attributes these facts from the source of information (cut across all events)	
Observes standards of journalism in terms of fairness, relevance, accuracy, and balance	
Has no potentially libelous or obscene content, plagiarism and copyright violations	
TOTAL (100%)	
Comments/Suggestions:	

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SCORE SHEET FOR SPORTS WRITING

Form and Style (40%)	Score
Uses appropriate form and style	
Uses appropriate sports terms and lingo to highlight the significance of the game	
Provides correct descriptions, colorful allusions and figures of speech to describe the players, event/game.	
Combines the proper amount of statistics to create a clear visual narrative of the action	
Has an attractive headline which shows what really transpired in the event	
Observes the rules of grammar and syntax	
Conforms with the principles of unity and coherence	
Observes gender fair language.	
Content (50%)	
Presents a clear picture of the events in the game.	
Utilizes an appropriate sports news reporting style	
Uses interviews, statistics, references and research	
Ethics (10%)	
Showcases original works of students.	
Properly cites information and attributes these facts from the source of information (cut across all events)	
Observes standards of journalism in terms of fairness, relevance, accuracy, and balance	
Has no potentially libelous or obscene content, plagiarism and copyright violations	
TOTAL (100%)	
Comments/Suggestions:	

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SCORE SHEET FOR COPYREADING AND HEADLINE WRITING

Copyreading (60%)	Score
Uses appropriate copyreading symbols	
Recognizes exact number of errors in the contest piece	
Content (40%)	
Provides the best headline for the news article	
Observes standards in headline writing	
TOTAL (100%)	
Comments/Suggestions:	

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SCORE SHEET FOR SCIENCE AND TECHNOLOGY WRITING

Form and Style (40%)	Score
Manifests unity and coherence to the theme/topic given	
Has catchy and appropriate headline that is also clear and free of bias	
Observes the rules of grammar and syntax	
Shows logical presentation of arguments	
Contains leads that are clearly written and focused on the most important detail	
Follows appropriate form and style	
Uses appropriate terms and lingo to report/discuss events	
Observes gender fair language.	
Content (50%)	
Utilizes facts from interviews, documents review, data analyses and other reliable sources	
Presents relevant and timely issues on science and technology	
Uses technical jargons to a minimum	
Presents technical and complicated scientific concepts or ideas in a manner that can be understood by a wide variety of readers	
Cites scientific references, statistics and relevant figures/facts to bolster credibility of statements and/or narratives	
Ethics (10%)	
Showcases original works of students.	
Properly cites information and attributes these facts from the source of information (cut across all events)	
Observes standards of journalism in terms of fairness, relevance, accuracy, and balance	
Has no potentially libelous or obscene content, plagiarism and copyright violations	
TOTAL (100%)	
Comments/Suggestions:	

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SCORE SHEET FOR PHOTOJOURNALISM

Technical Quality (40%)	Score
Exposure value and quality of image (free from digital noise)	
Presents images with acceptable sharpness	
Communicative Quality (40%)	
Shows clear and specific idea(s) or angle connected to the theme or topic	
Uses creative photography techniques to highlight the visual story	
Caption (10%)	
Writes a two-sentence caption providing context to the picture	
Ethics (10%)	
Showcases original works of students	
Properly cites information and attributes these facts from the source of information (cut across all events)	
Observes standards of journalism in terms of fairness, relevance, accuracy, and balance	
Has no potentially libelous or obscene content, plagiarism and copyright violations	
TOTAL (100%)	
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SCORE SHEET FOR EDITORIAL CARTOONING

Form and Style (30%)	Score
Make use of a minimum number of labels	
Shows logical use of various sizes, dimensions, and proportions of images	
Displays attractive use of shading and other techniques	
Utilizes witty, original, and creative representation of ideas/concepts on the issue given	
Content (60%)	
Presents clear, specific and a recognizable point-of-view or opinion on the given issue or topic	
Raises relevant, timely issues and concerns about the topic	
Arouses interest and analytical thinking among its readers	
Constructively criticizes and influences readers' opinion	
Ethics (10%)	
Showcases original works of students	
Properly cites information and attributes these facts from the source of information (cut across all events)	
Observes standards of journalism in terms of fairness, relevance, accuracy, and balance	
Has no potentially libelous or obscene content, plagiarism and copyright violations	
TOTAL (100%)	
Comments/Suggestions:	

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SCORE SHEET FOR COLUMN WRITING

Form and Style (30%)	Score
Uses lead paragraph to introduce or build up a clear argument in the issue	
The tone, style and approach in analyzing the issue are evident	
Uses a language that is understood by the target audience	
Cites sources of facts to add credibility to the arguments raised	
Uses a strong, appropriate and catchy title	
Shows logical reasoning	
Observes the rules of grammar and syntax	
Utilizes transitions properly	
Observes gender fair language.	
Content (50%)	
Presents and explains a solid and clear stance	
Presents the different angles and examines both reconcilable and irreconcilable differences regarding their stand	
Utilizes factual information from interviews, documents reviews, data analyses and other reliable sources	
Displays evidence of the writers' knowledge and understanding of issues/problems	
Reflects clarity of the message that can influence public opinion	
Presents logical arguments that support the writer's stance.	
Clarifies certain points of fact or argument that may cause confusion or complication.	
Ethics (20%)	
Showcases original works of students	
Properly cites information and attributes these facts from the source of information (cut across all events)	
Observes standards of journalism in terms of fairness, relevance, accuracy, and balance	
Has no potentially libelous or obscene content, plagiarism and copyright violations	
TOTAL (100%)	
Comments/Suggestions:	

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SCORESHEET FOR RADIO SCRIPT WRITING AND BROADCASTING

1. Anchor	Score
Voice Quality 40% <ul style="list-style-type: none"> Is clear and easy to understand even when speaking quickly Paces his/her voice well to fit the storyline and helps the audience understand the issue Shows expressions of interest, enthusiasm, and confidence 	
Voice Recognition 30% <ul style="list-style-type: none"> Has clear and well-modulated voice Presents appropriate pace and volume Is consistently audible throughout the presentation Can easily be heard in all parts of the room 	
Enunciation 30% <ul style="list-style-type: none"> Pronounces / articulates words in a distinct manner Talks in accent that is socially acceptable Utilizes various voice inflections/changes to enhance meaning of the lines Stretches a word to a desired length to emphasize or give the appropriate meaning 	
Total 100%	

2. News Presenter	Score
Voice Quality 40% <ul style="list-style-type: none"> Is clear and easy to understand even when speaking quickly Paces his/her voice well to fit the storyline and helps the audience understand the issue Shows expressions of interest, enthusiasm, and confidence 	
Voice Recognition 30% <ul style="list-style-type: none"> Has clear and well-modulated voice Presents appropriate pace and volume Is consistently audible throughout the presentation Can easily be heard in all parts of the room 	
Enunciation 30% <ul style="list-style-type: none"> Pronounces / articulates words in a distinct manner Talks in accent that is socially acceptable Utilizes various voice inflections/changes to enhance meaning of the lines Stretches a word to a desired length to emphasize or give the appropriate meaning 	
Total 100%	



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3. Infomercial	Score
Content – 45%	
<ul style="list-style-type: none">Shows clear advocacy/idea descriptionIs logically organizedShows smooth and appropriate transitionsExhibits language appropriateness	
Creativity – 30%	
<ul style="list-style-type: none">Exhibits uniqueness and originalityImplements technologies appropriately	
Persuasion / Impact – 25%	
<ul style="list-style-type: none">Engages audienceShows appropriate audience appealKeeps audience focused all throughout the broadcast	
Total 100%	

4. Technical Application	Score
Juxtaposition – 40%	
<ul style="list-style-type: none">Shows a smooth transition from one topic/news event to anotherEstablishes clear relationship between one audio effect to the news or information that follows	
Fidelity – 30%	
<ul style="list-style-type: none">Produces good audio qualityProduces authentic sound and effectsHas less static and no interference	
Timing and Precision – 30%	
<ul style="list-style-type: none">Has clear audible time signals	
Total 100%	



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5. Script	Score
Content – 40%	
<ul style="list-style-type: none">Covers topic with necessary details & examplesIs accurate and has no factual errorsIs well-organizedUses academically, socially, culturally acceptable, and gender fair language	
Clarity of Instructions – 40%	
<ul style="list-style-type: none">Is easy to read and understandCan easily followed by another person or teamReflects effective planning and organizing	
Neatness – 20%	
<ul style="list-style-type: none">All elements are labeled and clearly writtenClearly indicates names of team members and their task/assignments	
Total 100%	

RADIO PRODUCTION (Overall)	Score
A. Delivery – 25%	
1. Anchor (15%)	
2. News Presenter (10%)	
B. Technical Application – 25%	
1. Timing and Precision	
C. Script 25%	
D. Infomercial 20%	
E. Adherence to time allotment – 5%	
Total 100%	
Comments & Suggestion	

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SCORE SHEET FOR TV SCRIPT WRITING AND BROADCASTING

1. Script – 30%	Score
Content – 50%	
<ul style="list-style-type: none"> Provides effective news/story angling Covers the given stories/relevant topics with necessary details Is accurate: no factual, conceptual, and grammatical errors Is original 	
Style – 35%	
<ul style="list-style-type: none"> Is written in a clear and concise manner Uses simple, common language Uses appropriate voice (i.e., active voice or passive voice) Uses appropriate word choice Uses proper script terms and abbreviations 	
Organization – 15%	
<ul style="list-style-type: none"> Follows adequate logical structure Provides proper labels to elements/parts Indicates team members and assignments Considers coherent thought transitions 	

2. Anchor – 12.5%	Score
Delivery – 70%	
<ul style="list-style-type: none"> Uses a clear and well-modulated voice Speaks with appropriate volume Observes proper phrasing, pacing and timing Articulates words well Utilizes appropriate voice inflections to enhance meaning 	
Personality – 30%	
<ul style="list-style-type: none"> Observes proper stance/posture Shows a sense of confidence and authority Projects a professional and credible personality Demonstrates controlled facial expressions 	

3. Reporter – (12.5)	Score
Delivery – 70%	
<ul style="list-style-type: none"> Uses a clear and well-modulated voice Speaks with appropriate volume Observes proper phrasing, pacing and timing Articulates words well Utilizes appropriate voice inflections to enhance meaning 	



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Personality – 30%	
<ul style="list-style-type: none"> • Observes proper stance/posture • Shows a sense of confidence • Demonstrates controlled facial expressions • Connects with the subjects when interviewing or with the anchor and viewers when reporting 	

4. Technical Application – 25%	Score
Element appropriation 50%	
<ul style="list-style-type: none"> • Observes audio-video lock • Shows effective interplay of audio-visual elements including graphics, text, images, etc. 	
Fidelity – 30%	
<ul style="list-style-type: none"> • Shows good audio and video quality • Shows less to no distortion or technical distraction in audio and video 	
Timing – 20%	
<ul style="list-style-type: none"> • Shows a smooth flow of topics/stories • Show precise timing and synchronization 	

5. Infomercial/DevCom Plug – 25%	Score
Content – 50%	
<ul style="list-style-type: none"> • Shows clear advocacy/idea description • Reflects original concept 	
Creativity – 50%	
<ul style="list-style-type: none"> • Exhibits uniqueness • Applies technical elements appropriately • Is engaging and appealing 	

OVERALL NEWSCAST

Criteria	Score
Script – 30%	
Broadcast Presentation – 25%	
<ul style="list-style-type: none"> • Anchor – 12.5% • Reporter – 12.5% 	
Technical Application – 25%	
Infomercial/DevCom Plug – 15%	
Adhere to Time Allotment – 5%	
TOTAL – 100%	

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SCORE SHEET FOR THE NEWS SECTION

Form and Style (40%)	Score
Has variety of articles that use catchy and appropriate headlines	
Observes the rules of grammar and syntax	
Includes stories that are arranged in decreasing importance	
Contains leads that are clearly written and focused on the most important detail	
Presents headlines that are clear and free of bias	
Uses short and simple words	
Uses appropriate terms to report events	
Utilizes relevant graphs and tables and sharp, properly cropped, and captioned pictures	
Presents a distinct style of the section	
Content (60%)	
Utilizes facts from interviews, document reviews, data analyses and other reliable sources	
Covers relevant issues in school, region, national and even in the international level	
Prioritizes school-related issues rather than events that have little or no direct connection with the community's educational program	
Cites facts such as historical references, statistics, relevant names/facts to bolster credibility of statements and/or narratives	
Reflects clarity of the message that can influence public opinion	
Presents logical arguments that support the writer's stance.	
Clarifies certain points of fact or argument that may cause confusion or complication.	
Ethics (20%)	
Showcases original works of students	
Properly cites information and attributes these facts from the source of information (cut across all events)	
Observes standards of journalism (fairness, relevance, accuracy and balance)	
Cites sources and observes copyright laws	
TOTAL (100%)	
Comments/Suggestions:	

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SCORE SHEET FOR THE NEWS SECTION

Form and Style (40%)	Score
Has variety of articles that use catchy and appropriate headlines	
Observes the rules of grammar and syntax	
Includes stories that are arranged in decreasing importance	
Contains leads that are clearly written and focused on the most important detail	
Presents headlines that are clear and free of bias	
Uses short and simple words	
Uses appropriate terms to report events	
Utilizes relevant graphs and tables and sharp, properly cropped, and captioned pictures	
Presents a distinct style of the section	
Content (60%)	
Utilizes facts from interviews, document reviews, data analyses and other reliable sources	
Covers relevant issues in school, region, national and even in the international level	
Prioritizes school-related issues rather than events that have little or no direct connection with the community's educational program	
Cites facts such as historical references, statistics, relevant names/facts to bolster credibility of statements and/or narratives	
Reflects clarity of the message that can influence public opinion	
Presents logical arguments that support the writer's stance	
Clarifies certain points of fact or argument that may cause confusion or complication.	
Ethics (20%)	
Showcases original works of students	
Properly cites information and attributes these facts from the source of information (cut across all events)	
Observes standards of journalism (fairness, relevance, accuracy and balance)	
Cites sources and observes copyright laws	
TOTAL (100%)	
Comments/Suggestions:	

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SCORE SHEET FOR THE FEATURES SECTION

Form and Style (40%)	Score
Manifests unity and coherence to the theme of the section	
Has variety of articles that use catchy and appropriate title	
Observes the rules of grammar and syntax	
Contains leads that are clearly written and focused on the most important detail	
Presents titles that are appealing, appropriate and witty	
Utilizes relevant graphs and tables and sharp, properly cropped and captioned pictures	
Presents a distinct style of the section	
Content (60%)	
Utilizes facts from interviews, documents review, data analyses and other reliable sources	
Reflects clear and creative thinking	
Keeps to the minimum the number of articles/columns from the administration, teachers, and politicians	
Covers relevant issues in school, region, national and even in the international level	
Applies the principles of civic journalism	
Cites facts such as historical references, statistics, relevant names/facts to bolster credibility of statements and/or narratives	
Clarifies certain points of fact or argument that may cause confusion or complication.	
Contains articles that are interesting to read	
Stirs the imagination of the reader	
Balances presentation of details with those of the writers' perception	
Observes standards of journalism (fairness, relevance, accuracy and balance)	
Cites sources and observes copyright laws	
TOTAL (100%)	
Comments/Suggestions:	

Evaluator/Judge
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SCORE SHEET FOR THE EDITORIAL SECTION

Form and Style (40%)	Score
Has catchy and appropriate titles	
Observes the rules of grammar and syntax	
Shows logical presentation of arguments	
Follows the correct format or style of an editorial	
Uses clear and unbiased titles	
Uses short and simple words	
Presents a distinct style of the section	
Content (60%)	
Presents the stand of the staff regarding certain issues	
Utilizes facts from interviews, document reviews, data analyses and other reliable sources	
Uses arguments that are supported by facts	
Reflects clear, logical thinking and challenges the readers' critical thinking	
Has an editorial cartoon that can stand on its own and conveys clean, good, humorous, and constructive criticism	
Columns cover a variety of relevant, youth-oriented subject matter	
Includes letters to the editor, columns, and exchanges	
Keeps to the minimum the number of articles/columns from the administration, teachers, and politicians	
Covers relevant issues in school, region, national and international scene	
Applies the principles of civic journalism	
Prioritizes school-related concerns rather than events that have little or no direct connection with the community's educational program	
Cites facts such as historical references, statistics, relevant figures to bolster credibility of statements and/or narratives	
Includes opinion articles that are timely and interesting to read	
Balances factual details with those of the writers' perceptions	
Observes standards of journalism (fairness, relevance, accuracy and balance)	
Cites sources and observes copyright laws	
TOTAL (100%)	
Comments/Suggestions:	

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SCORE SHEET FOR THE SCIENCE AND TECHNOLOGY SECTION

Form and Style (40%)	Score
Manifests unity and coherence to the theme of the section	
Has variety of articles that use catchy and appropriate headlines	
Observes the rules of grammar and syntax	
Shows logical presentation of arguments	
Contains leads that are clearly written and focused on the most important detail	
Presents headlines that are clear and free of bias	
Uses short and simple words	
Utilizes relevant graphs, tables and sharp, properly cropped and captioned pictures	
Follows appropriate form and style	
Uses appropriate terms to report events	
Presents a distinct style of the section	
Content (60%)	
Utilizes facts from interviews, document reviews, data analyses and other reliable sources	
Presents relevant and timely issues on science and technology	
Includes stories that deal with environmental, scientific, technological and innovative topics written in news, feature, and scientific commentary style.	
Prioritizes school-related materials rather than events that have little or no direct connection with the school and community	
Cites facts such as scientific references, statistics, relevant figures/facts to bolster credibility of statements and/or narratives	
Observes standards of journalism (fairness, relevance, accuracy and balance)	
Cites sources and observes copyright laws	
TOTAL (100%)	
Comments/Suggestions:	

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SCORE SHEET FOR THE SCIENCE AND TECHNOLOGY SECTION

Form and Style (40%)	Score
Manifests unity and coherence to the theme of the section	
Has variety of articles that use catchy and appropriate headlines	
Observes the rules of grammar and syntax	
Shows logical presentation of arguments	
Contains leads that are clearly written and focused on the most important detail	
Presents headlines that are clear and free of bias	
Uses short and simple words	
Utilizes relevant graphs, tables and sharp, properly cropped and captioned pictures	
Follows appropriate form and style	
Uses appropriate terms to report events	
Presents a distinct style of the section	
Content (60%)	
Utilizes facts from interviews, document reviews, data analyses and other reliable sources	
Presents relevant and timely issues on science and technology	
Includes stories that deal with environmental, scientific, technological and innovative topics written in news, feature, and scientific commentary style.	
Prioritizes school-related materials rather than events that have little or no direct connection with the school and community	
Cites facts such as scientific references, statistics, relevant figures/facts to bolster credibility of statements and/or narratives	
Observes standards of journalism (fairness, relevance, accuracy and balance)	
Cites sources and observes copyright laws	
TOTAL (100%)	
Comments/Suggestions:	

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SCORE SHEET FOR THE SPORTS SECTION

Form and Style (40%)	Score
Manifests unity and coherence	
Has variety of articles that use catchy and appropriate headlines	
Observes the rules of grammar and syntax	
Shows logical presentation of arguments in the sports editorial, feature and/or column	
Includes stories that are arranged in decreasing importance	
Contains leads that are clearly written and focused on the most important detail	
Presents headlines that are clear and free of bias	
Uses short and simple words	
Utilizes relevant graphs and tables, sharp, properly-cropped and captioned pictures	
Uses appropriate terms and lingo to report events	
Combines the proper amount of statistics to create a clear visual narrative of the actions	
Presents a distinct style of the section	
Content (60%)	
Utilizes facts from interviews, document reviews, data analyses and other reliable sources	
Keeps to the minimum the number of articles/columns from the administration, teachers and politicians	
Covers relevant sports issues in school, region, national and even in the international level	
Includes variety of local, national, and international sports articles	
Prioritizes school-related materials rather than events that have little or no direct connection with the community's educational and athletic program	
Cites facts such as historical references, statistics, relevant names/facts to bolster credibility of statements and/or narratives	
Contains articles that are timely and interesting to read	
Observes standards of journalism (fairness, relevance, accuracy and balance)	
TOTAL (100%)	
Comments/Suggestions:	

 Evaluator/Judge
 (Signature over Printed Name)



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SCORE SHEET FOR LAYOUT AND PAGE DESIGN CATEGORY

Form and Style (70%)	Score
Has overall visual appeal	
Manifests thematic unity in all sections of the school paper	
Utilizes relevant and quality images and graphics	
Displays excellent use of color and font	
Content (30%)	
Considers a range of stories about the community and the school, including those of international, national, and local significance	
Observes standards of journalism (fairness, relevance, accuracy balance)	
Has no potentially libelous or obscene content, plagiarism, and copyright violations	
TOTAL (100%)	
Comments/Suggestions:	

Evaluator/Judge
(Signature over Printed Name)



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Enclosure B. 1 — General Guidelines

1. Recognizing and respecting Intellectual Property Rights. The Department adheres to the rules concerning plagiarism. This Office reiterates its stand to disqualify school papers found to have copied and published text, graphs, and other materials without duly acknowledging their sources. The qualifications cover all sections of the school paper in pdf copy.
2. All schools should strictly follow the No School Paper. No Students Contestant Policy. Top three (3) contestants per division are allowed to join in any of the categories for individual contest and Top one (1) per division is allowed to join in any of the categories for group contest.
4. Division official delegates to the 2025 Regional Schools Press Conference (RSPC) shall be endorsed by the School Division Superintendent. Softcopies shall be sent to Regional Technical Working Group (RTWG) for the individual categories and group categories while hard copies shall be submitted to CLMD Office through Regional Focal Persons for RSPC.
5. All SDOs should ensure that schools participating in DSPC shall have school paper publications in Portable Document Format (PDF) or digital format,
6. The judges will be provided with a separate room together with RO Officials for the encoding of winners. While, the Chairs and Members of the Technical Working Group will also be provided with a separate room. The SPAs will have their concurrent sessions and will not be allowed to enter the contest premises/ venues where the contests are held.
7. Turn over ceremony by the host to division (SDO Paranaque) to the next host division (SDO Las Pinas) will be done during the closing program.
8. The decision of the Board of Judges is FINAL and IRREVOCABLE.



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Enclosure B. 2 — Schedule and Venue of Activities

ACTIVITIES	TIME	DATE	VENUE	RESPONSIBLE
-1st Planning Meeting	9:00 AM-11:00 AM.	November 20, 2024	Virtual Platform -Google Meet	-Dr. Arnold C. Gatus-Focal Person/English-CLMD -Dr. Maricar A. Bangit-Focal Person/Filipino-CLMD -Dr. Rodrigo Morales EPS-English/CID Paranaque -Dr. Edwin Doria EPS-Filipino/CID Paranaque
-2nd Planning Meeting	9:00 AM-12:00 NN.	November 27, 2024	Virtual Platform -Google Meet	CLMD Focal Persons CLMD Chief Division-In-Charge of Journalism
-3rd Planning Meeting	1:00 PM-5:00 PM	January 6, 2025	St. Andrew's College	CLMD Focal Persons CLMD Chief Division-In-Charge of Journalism
-4th Planning Meeting	9:00 AM.-5:00 PM.	January 21, 2025	Paranaque ES Unit II	CLMD Focal Persons CLMD Chief Division-In-Charge of Journalism CLMD Focal Persons Association Presidents
-5th Planning Meeting	9:00 PM-5:00 PM.	January 30, 2025	La Huerta NHS	CLMD Focal Persons CLMD Chief Division-In-Charge of Journalism SDO ITOs/DTOs/Proctors Association Presidents
-6th Planning Meeting	9:00 AM-5:00 PM	February 14, 2025	DepEd-NCR	CLMD Focal Persons CLMD Chief RO Personnel-Proctors Division-In-Charge of Journalism Association Presidents
-7th Planning Meeting	8:00 AM-5:00 PM	February 18, 2025 February 18, 2025	St. Paul College -ocular inspection-equipment/radio& TV(Elem&HS/English & Fil) St. PaulCollege(Elem) St. Andrews School (Secondary)-Radio La Huerta NHS-TV Broad	CLMD Focal Persons CLMD Chief Division-In-Charge of Journalism Association Presidents VAL/ MALABON/NAVOTAS/CALOOCAN 8-12 NN QC, MARIKINA, SAN JUAN, PASIG 1-5 PM.



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		February 19, 2025	-ocular inspection-equipment/radio& TV(Elem&HS/English & Fil) St. Paul College(Elem) St. Andrews School (Secondary)-Radio La Huerta NHS-TV Broad	LAS PINAS/TAPAT/PASAY/MUNTINLUPA 8-12 NN. PARANAQUE, MAKATI, MANILA, MANDALUYONG 1-5PM
2. School Paper Contest				
-Submission of School Paper Entries	12:01 AM-11:59 PM.	February 10, 2025	Online Platform-One Drive-To be provided by RTWG	Top 10 Qualified school paper entries(per page/level/medium) screened per SDO
-Judging of School paper Entries	8:00 AM-5:00 PM.	February 11-13, 2025	City of Dreams Hotel, Paranaque City	-48 judges <i>CLMD focal persons/ secretariat</i>
-Submission of results with comments and suggestions from the judges	8:00 AM-5:00 PM.	February 13, 2025	Online-platform	CLMD Focal Persons
3. Interview with the nominees for the Search for Outstanding Schools Paper Adviser and Campus Journalist				
-Submission of pertinent papers	8:00 AM-5:00 PM.	February 17, 2025	CLMD-DepEd NCR	CLMD RSPC Focal Persons
-Interview with Outstanding SPA and CJ Nominees and Finalization of Results	8:00 AM-5:00 PM.	February 24, 2025	CLMD-DepEd NCR	CLMD Focal Persons Jesus A. Valencia President, NCR SSPAA Inc. Randgren Dela Cruz President, RAESPA -2 EPSs(to be identified) Dr. Evelyn Ramos (PSDS) SDO Pasay City -Dr. Romeo S. Egot (Principal IV) Caloocan Central Elementary School
4. Submission of List of Winners from SDOs for Individual /Group Contest	8:00 AM-5:00 PM.	February 10-14, 2024	CLMD-DepEd NCR	CLMD RSPC Focal Persons
5. Conduct of RSPC				
-Opening Program	8:00 AM-5:00 PM.	February 26, 2025	St. Andrews School/St. Paul College	-DepEd NCR Personnel -CLMD -Host Division -SDO Officials SDS/ASDS/EPSs/PSDS/Journalism In-Charge/Association Officers/SPAs/Contestants



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-Individual Contest	8:00 AM-5:00 PM.	February 26-27, 2025	Elem-St. Andrews School Secondary-St. Paul College	Proctors' Chair/Members/ Room Proctors/Judges
-Group Contest	8:00 AM-5:00 PM.	February 27, 2025	Elem-St. Andrews School Sec.-St. Paul College	Proctors' Chair/Members/ Room Proctors/Judges
6. Submission of Results from the Judges				
-Individual	8:00 AM-5:00 PM.	February 26-27, 2025	City of Dreams Hotel-Paranaque City	CLMD Focal Persons
-Group	8:00 AM-5:00 PM.	February 27, 2025	Elem-St. Andrews School Sec.-St. Paul College	CLMD Focal Persons
7. Finalization of Final Results	8:00 AM-5:00 PM.	February 29-March 5, 2025	CLMD-DEPED NCR	CLMD Focal Persons
8. Closing Activities				
-Preparation of Certificates/Medals/Trophies	8:00 AM-5:00 PM.	February 26-March 6, 2025	CLMD-DEPED NCR	CLMD Focal Persons
-Finalization of the Program	8:00 AM-5:00 PM.	February 28-March 5, 2025	CLMD-DEPED NCR	CLMD Focal Persons
-Finalization of slide decks	8:00 AM-5:00 PM.	February 28-March 6, 2025	CLMD-DEPED NCR	CLMD Focal Persons
-Awarding/Closing Program/Turn-Over	8:00 AM-5:00 PM.	March 7, 2025	St. Paul College	CLMD Focal Persons
9. Preparation of Regional Memorandum for Official List of Winners	8:00 AM-5:00 PM.	March 10, 2025	CLMD-DEPED NCR	CLMD Focal Persons
10. Release of Regional Memorandum	8:00 AM-5:00 PM.	March 12, 2025	CLMD-DEPED NCR	CLMD Focal Persons
11. Submission of the List of NSPC Qualifiers (C.O.)	8:00 AM-5:00 PM.	TBD	CLMD-DEPED NCR	CLMD Focal Persons



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Enclosure B. 3 – 2025 RSPC COMMITTEES

REGIONAL STEERING COMMITTEE

Jocelyn DR Andaya	Regional Director, NCR <i>Concurrent Officer-In-Charge, Office of the Assistant Secretary for Operations</i>	Over-All Chairman
Cristito A. Eco	Assistant Regional Director	Over-All Vice-Chairman
Micah G. Pacheco	OIC EPS-CLMD	Over-All Lead Proctors' Chair
Arnold C. Gatus	EPS-English/SPFL/SPJ	Over-All Lead Proctors' Vice-Chair (Secondary Level)
Maricar A. Bangit	EPS-Kindergarten/OIC EPS Filipino	Over-All Lead Proctors' Vice-Chair (Elementary Level)
Al Nemery Gangco	Elementary Level – Day 1 <i>St. Paul College</i>	Committee on Documentation
Silverio Alano	Secondary Level Day 1 <i>St. Andrews School</i>	
Silverio Alano	Elementary Level – Day 2 <i>St. Paul College</i>	
Michaela B. Antonio	Secondary Level - Day 2 <i>St. Andrews School</i>	
Michaela Antonio	<i>St. Andrews School-Day 3</i>	
Eduardo Abutal	<i>St. Paul College-Day 3</i>	Committee on Certificates/Medals/Trophies/Plaque/ID
Silverio Alano/Eduardo Abutal/Michaela Antonio	Elem & Secondary- Day 4 <i>St. Paul College</i>	
Maricar A. Bangit Nancy C. Mabunga Eloisa Marie Baylon Jelyn Vigonte Jessie Matriano Samantha Joy Abuan Lea Fernando	EPS-Kindergarten/OIC EPS Filipino Librarian II-CLMD Technical Support Staff- ALS ICT ICT ICT ICT	
Dr. Connie P. Gepanayao	Medical Officer IV <i>Elementary Level</i>	
Dr. Merlino M. Mateo	Dentist III <i>Secondary Level</i>	
Gerrie Roderic A. Padilla Gina M. Galvez Daniel Morris O. Dimagiba Michael Regudo Jerson Castillo	ITO-I Com Prog. II (Secondary) Computer Maintenance Technologist I (Elementary) ICT ICT	Committee on ICT Support
Restituto Rodelas Micah G. Pacheco Maricar A. Bangit Arnold C. Gatus	OIC-Chief PPRD/EPS-Math OIC-Chief EPS EPS-Kindergarten/Filipino EPS-English	Committee on Tabulation
Rommel Villareal	AO IV	Transportation Services
Analiza G. Esperanza Maria Hanna D. Perez	Attorney IV Attorney III	Legal Support



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LIST OF ROOM PROCTORS

<p>Day 1-FEBRUARY 26, 2025 INDIVIDUAL CATEGORIES (ELEMENTARY LEVEL) - St. Paul College-Paranaque- OVER-ALL CHAIR MICAH G. PACHECO-OIC EPS-CLMD CO-CHAIR MARICAR D. BANGIT EPS-KINDERGARTEN/OIC FILIPINO- CLMD</p>		
Lead	Room Proctors	Category
Charito Villanueva	<i>Lydia Martin</i>	<i>News Writing</i>
	<i>James Macaranas</i>	<i>Pagsulat ng Balita</i>
	<i>Donray Salvador</i>	<i>Feature Writing</i>
	<i>Jingle Lim</i>	<i>Pagsulat ng Lathalain</i>
Dennis Mendoza	<i>Rodolfo Colocar</i>	<i>Sports Writing</i>
	<i>Richard Catain</i>	<i>Pagsulat ng Balitang Isports</i>
	<i>Richard Vidal</i>	<i>Science & Technology Writing</i>
	<i>Herbert Vertucio</i>	<i>Pagsulat ng Balitang Agham at Teknolohiya</i>
Atty. Joy P. Dulnuan	<i>Arren Aduan</i>	<i>Copyreading & Headline Writing</i>



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Hajji Palmero	<i>Rowena Ontangco</i>	<i>Pagwawasto at Pag-uulo ng Balita</i>
	<i>Ariane Astrero</i>	<i>Editorial Writing</i>
	<i>Jessica Magbitang</i>	<i>Pagsulat ng Pang-ulong Tudling</i>
	<i>Mary Grace Sacramento</i>	<i>Photojournalism</i>
	<i>Jerol Delira</i>	<i>Pagkuha ng Larawang Pampahayagan</i>
	<i>Leah Vicencio</i>	<i>Editorial Cartooning</i>
	<i>Eleonor Estrada</i>	<i>Paglalarawang Tudling</i>
Roger Morillos	<i>Ariane Astrero</i>	<i>Colum Writing</i>
	<i>Arnel Peralta</i>	<i>Pasulat ng Kolum</i>



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St. Andrews School-Paranaque

OVER-ALL CHAIR

MICAH G. PACHECO-OIC EPS CLMD

CO-CHAIR

ARNOLD C. GATUS

EPS-ENGLISH/SPFL/SPJ

Lead	Room Proctor	Category
Marita D. Aquino	<i>Rhea Eden</i>	<i>News Writing</i>
	<i>Abegail Ortega</i>	<i>Pagsulat ng Balita</i>
	<i>Isabel Caburnay</i>	<i>Feature Writing</i>
	<i>Mark Dave De Castro</i>	<i>Pagsulat ng Lathalain</i>
Roland D. Montes	<i>Precious Villareal</i>	<i>Sports Writing</i>
	<i>Fidel Gonzales</i>	<i>Pagsulat ng Balitang Isports</i>
	<i>Isabel Feleo</i>	<i>Science and Technology Writing</i>
	<i>Arlyn De Guzman</i>	<i>Pagsulat ng Balitang Agham at Teknolohiya</i>
Restituto Rodelas/ Joan Pedroche	<i>Eloisa Marie Baylon</i>	<i>Copy Reading & Hedline Writing</i>
	<i>Nancy C. Mabunga</i>	<i>Pagwawasto at Pag-uulo ng Balita</i>
	<i>Nerissa Lauan</i>	<i>Editorial Writing</i>
	<i>Joseph Indicio</i>	<i>Pagsulat ng Editoryal</i>



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Andrew E. Tan	<i>Jairus Vergel Emas</i>	<i>Photojournalism-English</i>
	<i>Eduardo Abutal</i>	<i>Pagkuha ng Larawang Pampahayagan</i>
	<i>Joey San Buenaventura</i>	<i>Editorial Cartooning</i>
James A. Roldan	<i>Karen Esico</i>	<i>Paglalarawang Tudling</i>
	<i>Melissa Amada</i>	<i>Column Writing</i>
	<i>Romar Balanao</i>	<i>Pagsulat ng Kolum</i>



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Lead	Room No.	Proctor	Category
Charito Vilanueva	Room 1	<u>Nerissa Lauan</u>	<i>Collab & Dekstop Publishing- Caloocan-English & Las plnas-Filipino</i>
	Room 2	<i>Eloisa Marie Baylon</i>	<i>Collab & Dekstop Publishing- Makati-English & Marikina-Filipino</i>
	Room 3		<i>Collab & Dekstop Publishing- Muntinlupa & Mandaluyong</i>
Dennis Mendoza	Room 4	<i>Melody Jolo</i>	<i>Collab & Dekstop Publishing- Malabon-English & Navotas-Filipino</i>
	Room 5	<i>Ferdinand Austria</i>	<i>Collab & Dekstop Publishing- Paranaque-English & Pasay-Filipino</i>
	Room 6	<i>Marco Realista</i>	<i>Collab & Dekstop Publishing- Pasig-English & Quezon City-Filipino</i>
Hajii Palmero	Room 7	<i>Geraldine Alizer</i>	<i>Collab & Dekstop Publishing Manila-English & San Juan-Filipino</i>
	Room 8	<i>Hanna Lynn Adiao</i>	<i>Collab & Dekstop Publishing- TAPAt-English & Valenzuela-Filipino</i>



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	Room 9	<i>Jennifer Tagab</i>	<i>Collab & Dekstop Publishing- Las Pinas-English & Tapat-Filipino</i>
Roger Morallos	Room 10	<i>Marx Lenin L. Tiangco</i>	<i>Collab & Dekstop Publishing- Marikina-English & Manila-Filipino</i>
	Room 11	<i>Minerva Generoso</i>	<i>Collab & Dekstop Publishing- Mandaluyong-English & Pasig-Filipino</i>
	Room 12	<i>Ma. Eunice C. Arellano</i>	<i>Collab & Dekstop Publishing- Navotas-English & Paranaque-Filipino</i>
Juliet Icamen	Room 13	<i>Evelyn C. Juan</i>	<i>Collab & Dekstop Publishing- Pasay-English & Malabon-Filipino</i>
	Room 14	<i>John Ric Ramos</i>	<i>Collab & Dekstop Publishing- Quezon City-English & Muntinlupa-Filipino</i>
	Room 15	<i>Ma. Christina Morallos</i>	<i>Collab & Dekstop Publishing- San Juan-English & Makati-Filipino</i>
	Room 16	<i>Erlie Broqueza</i>	<i>Collab & Dekstop Publishing- Valenzuela-English & Caloocan-Filipino</i>



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CO-CHAIR

ARNOLD C. GATUS- CLMD

EPS-ENGLISH/SPFL/SPJ

Lead	Room No.	Proctor	Category
Marita Aquino	Room 1	<i>Benarson M. Maramag</i>	Collab & Dekstop Publishing- Caloocan-English & Las pInas-Filipino
	Room 2	<i>Naynie L. Ducut</i>	Collab & Dekstop Publishing- Makati-English & Marikina-Filipino
	Room 3	<i>Joselito Limjoco</i>	Collab & Dekstop Publishing- Muntinlupa & Mandaluyong
Roland Montes	Room 4	<i>Jesselle E. Macabinguil</i>	Collab & Dekstop Publishing- Malabon-English & Navotas-Filipino
	Room 5	<i>Mark Dave De Castro</i>	Collab & Dekstop Publishing- Paranaque-English & Pasay-Filipino
	Room 6		Collab & Dekstop Publishing- Pasig-English & Quezon City-Filipino
	Room 7	<i>Michael Bryan Lucas</i>	Collab & Dekstop Publishing Manila-English & San Juan-Filipino
	Room 8	<i>Donette Dacles</i>	Collab & Dekstop Publishing- TAPAt-English & Valenzuela-Filipino
Restituto Rodelas			



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	Room 9	<i>Riel Codilla</i>	Collab & Dekstop Publishing- Las Pinas-English & Tapat-Filipino
James A. Roldan	Room 10	<i>Aira Alarcon</i>	Collab & Dekstop Publishing- Marikina-English & Manila-Filipino
	Room 11	<i>Fhavi Karl Odat</i>	Collab & Dekstop Publishing- Mandaluyong-English & Pasig-Filipino
	Room 12	<i>Dharryl Osmena</i>	Collab & Dekstop Publishing- Navotas-English & Paranaque-Filipino
	Room 13	<i>Carlos Bluricia</i>	Collab & Dekstop Publishing- Pasay-English & Malabon-Filipino
Andrew E. Tan	Room 14	<i>Erwin Pumay</i>	Collab & Dekstop Publishing- Quezon City-English & Muntinlupa-Filipino
	Room 15	<i>Mark Orozco</i>	Collab & Dekstop Publishing- San Juan-English & Makati-Filipino
	Room 16		Collab & Dekstop Publishing- Valenzuela-English & Caloocan-Filipino



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Lead	Room No.	Proctor	Category
Marita Aquino	Room 1	<i>Kanna Katrina Magdangan</i>	Online Publishing- Caloocan-English & Las Pinas-Filipino
	Room 2		Online Publishing- Makati-English & Marikina-Filipino
	Room 3	<i>Angel Ann Baylosis</i>	Online Publishing- Muntinlupa & Mandaluyong
Roland Montes	Room 4	<i>Eunice F. Labon</i>	Online Publishing- Malabon-English & Navotas-Filipino
	Room 5	<i>Minalyn S. Morante</i>	Online Publishing- Paranaque-English & Pasay-Filipino
	Room 6	<i>Cynthia Orozco</i>	Online Publishing- Pasig-English & Quezon City-Filipino
Restituto Rodelas	Room 7	<i>Virgilio Valeriano</i>	Online Publishing Manila-English & San Juan-Filipino
	Room 8	<i>Kyle Vilgera</i>	Online Publishing- TAPAt-English & Valenzuela-Filipino
	Room 9	<i>Angilica Asia</i>	Online Publishing- Las Pinas-English & Tapat-Filipino



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James A. Roldan	Room 10	<i>Clarisse Marasigan</i>	Online Publishing- Marikina-English & Manila-Filipino
	Room 11	<i>Celine Rocafort</i>	Online Publishing- Mandaluyong-English & Pasig-Filipino
	Room 12	<i>Ruzcko Angelo Festejo</i>	Online Publishing- Navotas-English & Paranaque-Filipino
	Room 13	<i>Marilen Reyes</i>	Online Publishing- Pasay-English & Malabon-Filipino
	Room 14	<i>Leah Vicencio</i>	Online Publishing- Quezon City-English & Muntinlupa-Filipino
	Room 15		Online Publishing- San Juan-English & Makati-Filipino
	Room 16	<i>Leonila Mustapha</i>	Online Publishing- Valenzuela-English & Caloocan-Filipino



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St. Andrews -Paranaque-

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MICAH G. PACHECO-OIC EPS-CLMD

CO-CHAIR

ARNOLD C. GATUS- CLMD

EPS-ENGLISH/SPFL/SPJ

Lead	Room No.	Proctor	Category
Marita Aquino	Room 1	<i>Eduardo Abutal</i>	TV Scriptwriting & Broadcasting- Caloocan-English & Las pñas-Filipino
	Room 2		TV Scriptwriting & Broadcasting-- Makati-English & Marikina-Filipino
	Room 3	<i>Richard Catain</i>	TV Scriptwriting & Broadcasting-- Muntinlupa & Mandaluyong
Roland Montes	Room 4		TV Scriptwriting & Broadcasting-- Malabon-English & Navotas-Filipino
	Room 5	<i>Richard Vidal</i>	TV Scriptwriting & Broadcasting-- Paranaque-English & Pasay-Filipino
	Room 6	<i>Herbert Vetucio</i>	TV Scriptwriting & Broadcasting- Pasig-English & Quezon City-Filipino
Restituto Rodelas	Room 7		TV Scriptwriting & Broadcasting- Manila-English & San Juan-Filipino
	Room 8	<i>Arlyn de Guzman</i>	TV Scriptwriting & Broadcasting-- TAPAt-English & Valenzuela-Filipino



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	Room 9	<i>Ma. Teriz Castro</i>	TV Scriptwriting & Broadcasting-- Las Pinas-English & Tapat-Filipino
	Room 10	<i>Nika Diaz</i>	TV Scriptwriting & Broadcasting-- Marikina-English & Manila-Filipino
	Room 11	<i>Joseph Indicio</i>	TV Scriptwriting & Broadcasting-- Mandaluyong-English & Pasig-Filipino
	Room 12		TV Scriptwriting & Broadcasting-- Navotas-English & Paranaque-Filipino
James A. Roldan	Room 13	<i>Arlyn Cabiten</i>	TV Scriptwriting & Broadcasting-- Pasay-English & Malabon-Filipino
	Room 14		TV Scriptwriting & Broadcasting-- Quezon City-English & Muntinlupa-Filipino
	Room 15	<i>Jennifer Balleza</i>	TV Scriptwriting & Broadcasting-- San Juan-English & Makati-Filipino
	Room 16	<i>Rowena Dino</i>	TV Scriptwriting & Broadcasting-- Valenzuela-English & Caloocan-Filipino



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Day 3-FEBRUARY 27, 2025 GROUP CATEGORIES (SECONDARY LEVEL) St. Andrews School Paranaque- OVER-ALL CHAIR MICAH G. PACHECO-OIC EPS-CLMD CO-CHAIR ARNOLD C. GATUS EPS-ENGLISH/SPFL/SPJ			
Lead	Room No.	Proctor	Category
	Room 1	<i>Marita Aquino</i>	Radio Scriptwriting & Broadcasting Caloocan-English & Las Pinas-Filipino
	Room 2		Radio Scriptwriting & Broadcasting Makati-English & Marikina-Filipino
	Room 3	<i>Mark Dave Castro</i>	Radio Scriptwriting & Broadcasting Muntinlupa & Mandaluyong
	Room 4		Radio Scriptwriting & Broadcasting Malabon-English & Navotas-Filipino
	Room 5		Radio Scriptwriting & Broadcasting Paranaque-English & Pasay-Filipino
	Room 6		Radio Scriptwriting & Broadcasting Pasig-English & Quezon City-Filipino
	Room 7	<i>Andrew Tan</i>	Radio Scriptwriting & Broadcasting Manila-English & San Juan-Filipino
	Room 8		Radio Scriptwriting & Broadcasting TAPAt-English & Valenzuela-Filipino



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	Room 9	<i>Eduardo Abutal</i>	Radio Scriptwriting & Broadcasting Las Pinas-English & Tapat-Filipino
	Room 10		Radio Scriptwriting & Broadcasting Marikina-English & Manila-Filipino
	Room 11	<i>Mary Grace Sacramento</i>	Radio Scriptwriting & Broadcasting Mandaluyong-English & Pasig-Filipino
	Room 12		Radio Scriptwriting & Broadcasting Navotas-English & Paranaque-Filipino
	Room 13	<i>Melissa Amada</i>	Radio Scriptwriting & Broadcasting Pasay-English & Malabon-Filipino
	Room 14		Radio Scriptwriting & Broadcasting Quezon City-English & Muntinlupa-Filipino
	Room 15	<i>Ferdinand Austria</i>	Radio Scriptwriting & Broadcasting San Juan-English & Makati-Filipino
	Room 16		Radio Scriptwriting & Broadcasting Valenzuela-English & Caloocan-Filipino



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Day 3-FEBRUARY 27, 2025 GROUP CATEGORIES (ELEMENTARY LEVEL)
St. Paul College-Paranaque-
OVER-ALL CHAIR
MICAH G. PACHECO-OIC EPS-CLMD
CO-CHAIR
MARICAR D. BANGIT
EPS-KINDERGARTEN/OIC FILIPINO- CLMD

Lead	Room No.	Proctor	Category
	Room 1	Charito Villanueva	Radio Scriptwriting & Broadcasting Caloocan-English & Las Pinas-Filipino
	Room 2		Radio Scriptwriting & Broadcasting Makati-English & Marikina-Filipino
	Room 3	Eloisa Marie Baylon	Radio Scriptwriting & Broadcasting Muntinlupa & Mandaluyong
	Room 4		Radio Scriptwriting & Broadcasting Malabon-English & Navotas-Filipino
	Room 5	Jairus Vergel Emas	Radio Scriptwriting & Broadcasting Paranaque-English & Pasay-Filipino
	Room 6		Radio Scriptwriting & Broadcasting Pasig-English & Quezon City-Filipino
	Room 7	Romar Blanco	Radio Scriptwriting & Broadcasting Manila-English & San Juan-Filipino
	Room 8		Radio Scriptwriting & Broadcasting TAPAt-English & Valenzuela-Filipino



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	Room 9	<i>Virginia Monteza</i>	Radio Scriptwriting & Broadcasting Las Pinas-English & Tapat-Filipino
	Room 10		Radio Scriptwriting & Broadcasting Marikina-English & Manila-Filipino
	Room 11	<i>Lina Lumbre</i>	Radio Scriptwriting & Broadcasting Mandaluyong-English & Pasig-Filipino
	Room 12		Radio Scriptwriting & Broadcasting Navotas-English & Paranaque-Filipino
	Room 13	<i>Janice Bon</i>	Radio Scriptwriting & Broadcasting Pasay-English & Malabon-Filipino
	Room 14		Radio Scriptwriting & Broadcasting Quezon City-English & Muntinlupa-Filipino
	Room 15	<i>Gina Galvez</i>	Radio Scriptwriting & Broadcasting San Juan-English & Makati-Filipino
	Room 16		Radio Scriptwriting & Broadcasting Valenzuela-English & Caloocan-Filipino



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LIST OF DIVISION INFORMATION TECHNOLOGY OFFICERS (ITO)

FEB 27, 2025 DAY 2- ST. PAUL COLLEGE

DIVISION	LEAD IT FROM SDO	SDO IT SUPPORT FROM PARANAQUE	DIVISION TO BE CHECKED	CATEGORY	LEVEL	DATE
CALOOCAN	Adrian G. Buban	1	VALENZUELA	COLLAB ENG & FIL	ELEM	FEB 27
LAS PINAS	Ellaine I. Montas	1	TAPAT	COLLAB ENG & FIL	ELEM	FEB 27
MALABON	Gilbert D. Manueduc	1	SAN JUAN	COLLAB ENG & FIL	ELEM	FEB 27
MANILA	Junie M. Anselmo	1	QC	COLLAB ENG & FIL	ELEM	FEB 27
MARIKINA	Ryan Lee Regencia	1	PASIG	COLLAB ENG & FIL	ELEM	FEB 27
MAKATI	Carlito de Asis	1	PASAY	COLLAB ENG & FIL	ELEM	FEB 27
MANDALUYO NG	Dorothy Grace I. Reyes	1	PARANAQUE	COLLAB ENG & FIL	ELEM	FEB 27
MUNTINLUPA	May L. Borjal	1	NAVOTAS	COLLAB ENG & FIL	ELEM	FEB 27
NAVOTAS	Dondon G. Mateo	1	MUNTINLUPA	COLLAB ENG & FIL	ELEM	FEB 27
PARANAQUE	Al C. Catchillar	1	MANDALUYONG	COLLAB ENG & FIL	ELEM	FEB 27
PASAY	Erick D. Comia	1	MAKATI	COLLAB ENG & FIL	ELEM	FEB 27
PASIG	Reddino Roan P. Ancheta	1	MARIKINA	COLLAB ENG & FIL	ELEM	FEB 27
QUEZON CITY	Gerald Anthony R. Lazaro	1	MANILA	COLLAB ENG & FIL	ELEM	FEB 27
SAN JUAN	Leon M. Pangda	1	MALABON	COLLAB ENG & FIL	ELEM	FEB 27
TAPAT	Ramil B. Santillan	1	LAS PINAS	COLLAB ENG & FIL	ELEM	FEB 27
VALENZUELA	Noel E. Reyes	1	CALOOCAN	COLLAB	ELEM	FEB 27
TOTAL	16	16		ENG & FIL	ELEM	FEB 27



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FEB 27, 2025 DAY 2-ST. ANDREWS SCHOOL

DIVISION	LEAD IT FROM SDO	SDO IT SUPPORT FROM PARANAQUE	DIVISION TO BE CHECKED	CATEGORY	LEVEL	DATE
CALOOCAN	Elnar Pangilinan	1	VALENZUELA	COLLAB ENG & FIL	SECONDARY	FEB 27
LAS PINAS	Renz Miguel B. Del Mundo	1	TAPAT	COLLAB ENG & FIL	SECONDARY	FEB 27
MALABON	Kristoffer Henry Paloma	1	SAN JUAN	COLLAB ENG & FIL	SECONDARY	FEB 27
MANILA	Davison R. Tavian	1	QC	COLLAB ENG & FIL	SECONDARY	FEB 27
MARIKINA	Rodel Medina	1	PASIG	COLLAB ENG & FIL	SECONDARY	FEB 27
MAKATI	Carlito M. de Asis	1	PASAY	COLLAB ENG & FIL	SECONDARY	FEB 27
MANDALUYO NG	Dorothy Grace I. Reyes	1	PARANAQUE	COLLAB ENG & FIL	SECONDARY	FEB 27
MUNTINLUPA	Dondon G. Mateo	1	NAVOTAS	COLLAB ENG & FIL	SECONDARY	FEB 27
NAVOTAS	John Christian Santos	1	MUNTINLUPA	COLLAB ENG & FIL	SECONDARY	FEB 27
PARANAQUE	AI C. Catchillar	1	MANDALUYONG	COLLAB ENG & FIL	SECONDARY	FEB 27
PASAY	Jude B. Sodusta	1	MAKATI	COLLAB ENG & FIL	SECONDARY	FEB 27
PASIG	Lance Honorio	1	MARIKINA	COLLAB ENG & FIL	SECONDARY	FEB 27
QUEZON CITY	Florante Torrefiel	1	MANILA	COLLAB ENG & FIL	SECONDARY	FEB 27
SAN JUAN	Leon Pangda	1	MALABON	COLLAB ENG & FIL	SECONDARY	FEB 27
TAPAT	Sara jane C. Longasa	1	LAS PINAS	COLLAB ENG & FIL	SECONDARY	FEB 27
VALENZUELA	Ike Joseph Lumaad	1	CALOOCAN	COLLAB ENG & FIL	SECONDARY	FEB 27
TOTAL	16	16				



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FEB 27, 2025 DAY 2-ST. ANDREWS SCHOOL

DIVISION	LEAD IT FROM SDO	SDO IT SUPPORT FROM PARANAQUE	DIVISION TO BE CHECKED	CATEGORY	LEVEL	DATE
CALOOCAN	Eugene Suba	1	VALENZUELA	ONLINE PUBLISHING ENG & FIL	SECONDARY	FEB 27
LAS PINAS	2 (ITO/ICT/Staff)	1	TAPAT	ONLINE PUBLISHING ENG & FIL	SECONDARY	FEB 27
MALABON	2 (ITO/ICT/Staff)	1	SAN JUAN	ONLINE PUBLISHING ENG & FIL	SECONDARY	FEB 27
MANILA	Criselda N. Cruz	1	QC	ONLINE PUBLISHING ENG & FIL	SECONDARY	FEB 27
MARIKINA	Roseo Katipunan	1	PASIG	ONLINE PUBLISHING ENG & FIL	SECONDARY	FEB 27
MAKATI	Christian C. Gamboa	1	PASAY	ONLINE PUBLISHING ENG & FIL	SECONDARY	FEB 27
MANDALUYONG	2 (ITO/ICT/Staff)	1	PARANAQUE	ONLINE PUBLISHING ENG & FIL	SECONDARY	FEB 27
MUNTINLUPA	Reynerr Olive Ape	1	NAVOTAS	ONLINE PUBLISHING ENG & FIL	SECONDARY	FEB 27
NAVOTAS	2 (ITO/ICT/Staff)	1	MUNTINLUPA	ONLINE PUBLISHING ENG & FIL	SECONDARY	FEB 27
PARANAQUE	Al C. Catchillar	1	MANDALUYONG	ONLINE PUBLISHING ENG & FIL	SECONDARY	FEB 27
PASAY	Arnel Almedora Jojo B.Pardinas	1	MAKATI	ONLINE PUBLISHING ENG & FIL	SECONDARY	FEB 27
PASIG	Arman J. Jeresano	1	MARIKINA	ONLINE PUBLISHING ENG & FIL	SECONDARY	FEB 27
QUEZON CITY	Christian David Talavera	1	MANILA	ONLINE PUBLISHING ENG & FIL	SECONDARY	FEB 27
SAN JUAN	Robin Theodore Ramos	1	MALABON	ONLINE PUBLISHING ENG & FIL	SECONDARY	FEB 27
TAPAT	Jake Tolin	1	LAS PINAS	ONLINE PUBLISHING ENG & FIL	SECONDARY	FEB 27
VALENZUELA	Allen Raphael Gutierrez	1	CALOOCAN	ONLINE PUBLISHING ENG & FIL	SECONDARY	FEB 27
TOTAL		16				



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DAY 3- FEBRUARY 28 – ST. PAUL COLLEGE

SDO IT SUPPORT FROM PARANAQUE	DIVISION TO BE CHECKED	CATEGORY	LEVEL	DATE
2	VALENZUELA	Radio Scriptwriting & Broadcasting ENG & FIL	ELEMENTARY	FEB 28
2	TAPAT	Radio Scriptwriting & Broadcasting ENG & FIL	ELEMENTARY	FEB 28
2	SAN JUAN	Radio Scriptwriting & Broadcasting ENG & FIL	ELEMENTARY	FEB 28
2	QC	Radio Scriptwriting & Broadcasting ENG & FIL	ELEMENTARY	FEB 28
2	PASIG	Radio Scriptwriting & Broadcasting ENG & FIL	ELEMENTARY	FEB 28
2	PASAY	Radio Scriptwriting & Broadcasting ENG & FIL	ELEMENTARY	FEB 28
2	PARANAQUE	Radio Scriptwriting & Broadcasting ENG & FIL	ELEMENTARY	FEB 28
2	NAVOTAS	Radio Scriptwriting & Broadcasting ENG & FIL	ELEMENTARY	FEB 28
2	MUNTINLUPA	Radio Scriptwriting & Broadcasting ENG & FIL	ELEMENTARY	FEB 28
2	MANDALUYONG	Radio Scriptwriting & Broadcasting ENG & FIL	ELEMENTARY	FEB 28
2	MAKATI	Radio Scriptwriting & Broadcasting ENG & FIL	ELEMENTARY	FEB 28
2	MARIKINA	Radio Scriptwriting & Broadcasting ENG & FIL	ELEMENTARY	FEB 28
2	MANILA	Radio Scriptwriting & Broadcasting ENG & FIL	ELEMENTARY	FEB 28
2	MALABON	Radio Scriptwriting & Broadcasting ENG & FIL	ELEMENTARY	FEB 28
2	LAS PINAS	Radio Scriptwriting & Broadcasting ENG & FIL	ELEMENTARY	FEB 28
2	CALOOCAN	Radio Scriptwriting & Broadcasting ENG & FIL	ELEMENTARY	FEB 28
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DAY 3- FEBRUARY 28 – ST. ANDREWS SCHOOL

SDO IT SUPPORT FROM PARANAQUE	DIVISION TO BE CHECKED	CATEGORY	LEVEL	DATE
2	VALENZUELA	Radio Scriptwriting & Broadcasting ENG & FIL	SECONDARY	FEB 28
2	TAPAT	Radio Scriptwriting & Broadcasting ENG & FIL	SECONDARY	FEB 28
2	SAN JUAN	Radio Scriptwriting & Broadcasting ENG & FIL	SECONDARY	FEB 28
2	QC	Radio Scriptwriting & Broadcasting ENG & FIL	SECONDARY	FEB 28
2	PASIG	Radio Scriptwriting & Broadcasting ENG & FIL	SECONDARY	FEB 28
2	PASAY	Radio Scriptwriting & Broadcasting ENG & FIL	SECONDARY	FEB 28
2	PARANAQUE	Radio Scriptwriting & Broadcasting ENG & FIL	SECONDARY	FEB 28
2	NAVOTAS	Radio Scriptwriting & Broadcasting ENG & FIL	SECONDARY	FEB 28
2	MUNTINLUPA	Radio Scriptwriting & Broadcasting ENG & FIL	SECONDARY	FEB 28
2	MANDALUYONG	Radio Scriptwriting & Broadcasting ENG & FIL	SECONDARY	FEB 28
2	MAKATI	Radio Scriptwriting & Broadcasting ENG & FIL	SECONDARY	FEB 28
2	MARIKINA	Radio Scriptwriting & Broadcasting ENG & FIL	SECONDARY	FEB 28
2	MANILA	Radio Scriptwriting & Broadcasting ENG & FIL	SECONDARY	FEB 28
2	MALABON	Radio Scriptwriting & Broadcasting ENG & FIL	SECONDARY	FEB 28
2	LAS PINAS	Radio Scriptwriting & Broadcasting ENG & FIL	SECONDARY	FEB 28
2	CALOOCAN	Radio Scriptwriting & Broadcasting ENG & FIL	SECONDARY	FEB 28
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Enclosure B. 4. TERMS OF REFERENCE

Committees	Functions and Responsibilities
Over-all Lead Proctors	Should oversee the over-all conduct and administration of the contest.
Lead Proctors	a.Should oversee the administration (distribution and retrieval of contest materials) throughout the duration of the contest or category assigned to him/her. b.Should distribute the contest materials to the Regional Room Proctors.
Regional Room Proctors	a.Should assist the contestant in the designated contest room. b.Should assist the judge in brief orientation with the contestants(if there any). c.Should assist the contestant on how to fill-out the information sheet attached to the answer sheet. d.Should receive the contest materials to be given by the assigned Lead Proctors e.Should give the fact sheet/contest material after accomplishing the information sheet. *NOTE: Do not accomplish the CTRL NO. in the information sheet and answer sheet.
Documentation	a.Should document/cover the activities from days 1-4: Day 1:opening ceremonies/day 1 activities (Feb. 26) Day 2:individual contests(February 27) Day 3:group contests (Feb. 28) Day 4: Closing Ceremonies(March 7)



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	-Should submit the photos/videos through the link to be provided.
Certificates/Trophies/Medals	-Should type/print certificates of winners -Should sort and arrange the trophies/medals for the closing ceremonies.
Medical Assistance	-Should provide assistance to the participants who will need medical aid.
ICT Support	-Should coordinate with SDO ITOs their roles in the checking of devices/gadgets before the start of the contests -Should coordinate with Host SDO the live hosting of the events (Opening and Closing Ceremonies)
Transportation	-Should bring and fetch the Regional Room proctors assigned during Days 1, 2 and 3 of the contest. -Should help the RTWG transport the certificates, medals and trophies to the Awarding Ceremonies Venue. (St. Paul College)
Legal Support	-Should assist in providing legal advice relative to protest and appeal concerning contest results.



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Enclosure B.5 Guidelines on Protest and Appeal

1. In case of protest, the concerned division shall send the formal letter of complaint signed by the coach, division focal in journalism and Schools Division Superintendent within 3 days after the announcement of winners. The complaint shall be resolved within five (5) days from receipt hereof. In addition, the letter of protest shall be accompanied by affidavit/s of witnesses and/or pieces of evidence in support thereof. Failure to comply to the aforementioned shall not be given due course.
2. The communication shall be addressed to the organizers of RSPC 2025 for proper review of the same.
3. The contested category shall be reviewed and decided upon by the judges and must be immediately communicated to the concerned team/group.
4. In case of appeal, a committee on appeals shall review the decision made by the judges. The composition of the committee are as follows:
 - (2) Regional Focal Persons – RSPC 2025
 - (1) Chief (CLMD)
 - (1) Expert Members (Technical Committee)
 - (1) Legal Unit Chief/lawyer
5. **The decision of the Board shall be final and irrevocable.**



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