



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

April 26, 2024

REGIONAL MEMORANDUM

No. **495** s. 2024

**TERMS OF REFERENCE, ACTIVITY MATRIX, AND OTHER ARRANGEMENTS
ON THE CONDUCT OF THE 2024 REGIONAL SCHOOLS
PRESS CONFERENCE (RSPC)**

To: Schools Division Superintendents
All Others Concerned

1. In consonance with Regional Memorandum No. 459, s. 2024, this Office issues the attached Terms of Reference, List of Billeting Schools, and Activity Matrix for the conduct of the 2024 RSPC in Calbayog City. Other arrangements and updates are also enumerated in the succeeding items.
2. The division delegations shall be at the venue by 12:00 p.m. of May 1, 2024. The opening program is set at 4:00 p.m. and will be held at the City Arts and Culture Office (CACO) Theater. The orientation of all contest administration personnel involving contest proctors, facilitators, supervisors, and members of the PMT and TWG, however, shall be moved from April 30 to May 1 and shall commence at 1:00 p.m. at the Calbayog City SPED Center.
3. Participants whose points of origin are far from the venue are already allowed to travel on April 30 and are also permitted to a flexible travel time up to May 5 in consideration of the distance and road conditions.
4. Teams under the radio and TV broadcast contests shall be allowed to check the contest equipment for compatibility and functionality during their orientation schedules starting April 30 until 12:00 p.m. of May 1.
5. To expedite the process of checking the contestants' equipment under photojournalism and group contests, the coaches themselves shall exchange and check each other's camera, memory card, laptop, and other required materials.
6. The registration and membership fees indicated in the previous Memorandum shall now be paid under the name of the Eastern Visayas Association of School Paper Advisers (EVASPA), Inc. which shall assist the Regional Office in the conduct of the RSPC.
7. Officers of the EVASPA who have been identified to help prepare the contest materials, forms, documents, and paraphernalia, and to assist in carrying out procurement shall be authorized to meet on April 27-29, 2024 at the CLMD Office, DepEd Regional Office VIII, Candahug, Palo, Leyte. They shall also be eligible to earn compensatory-time off per DepEd Order No. 53 s. 2003 or the Updated Guidelines

on Grant of Vacation Service Credits to Teachers and DBM-CSC Joint Circular No. 2, s. 2015 or the Policies and Guidelines on Overtime Service and Overtime Pay for Government Employees.

8. Food, accommodation, travel, and incidental expenses incurred by the contestants, coaches, and other official participants may be charged against their respective local funds such as the school paper fund, school/division MOOE, SEF, and other applicable sources of funds while the same expenses incurred by the officers of the EVASPA in the performance of their functions relative to this event shall be charged against the association's funds, all of which shall be subject to the existing accounting and auditing rules and regulations.

9. For details on schedule of activities, working committees, host schools, and other relevant information, refer to the attached enclosures.

10. Immediate dissemination of and compliance with this Memorandum are desired.


EVELYN R. FETALVERO CESO IV
Regional Director 

Enclosures: 1. Activity Matrix
2. Billeting Schools
3. Terms of Reference

References: As Stated

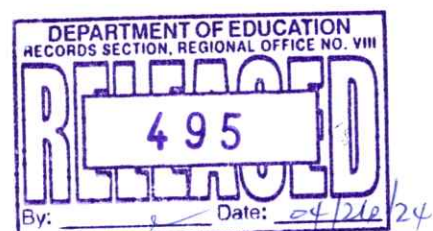
To be indicated in the Perpetual Index under the following subjects:

CAMPUS JOURNALISM

CONTESTS

RSPC

CLMD-DME



Enclosure 1 to Regional Memorandum No. **495** s. 2024**ACTIVITY MATRIX**

I. INDIVIDUAL EVENTS - May 2, 2024, Calbayog Pilot CES

TIME/ PERIOD	Building 1/1st Floor (2 Contest Facilitators)			
	Gaspang	Pagatpat	Dulfo	Malasaga
8:30-9:30	News Elem-Eng	News HS-Eng	News Elem-Fil	News HS-Fil
9:45-10:45	Feature Elem-Eng	Feature HS-Eng	Feature Elem-Fil	Feature HS-Fil
11:00-12:00	Sci-Tech Elem-Eng	Sci-Tech HS-Eng	Sci-Tech- Elem-Fil	Sci-Tech HS-Fil
12:00-1:00	LUNCH			
	Remandaban		Cabigon	
1:00-2:00	Search for the MOCJ (Elem and HS)		Search for the MOSPA (Elem and HS)	
2:00-3:00				
3:00-4:00				
4:00-5:00				

TIME/ PERIOD	Building 2/2nd Floor (2 Contest Facilitators)			
	Gabon	Baylan	Olvina	Barquera
8:30-9:30	Copyreading Elem-Eng	Copyreading HS-Eng	Copyreading Elem-Fil	Copyreading HS-Fil
9:45-10:45	Editorial Elem-Eng	Editorial HS-Eng	Editorial Elem-Fil	Editorial HS-Fil
11:00-12:00	Column Elem-Eng	Column HS- Eng	Column Elem-Fil	Column HS-Fil
12:00-1:00	LUNCH			
1:00-2:00				
2:00-3:00				
3:00-4:00				
4:00-5:00				

TIME/ PERIOD	Building 3/3rd Floor (2 Contest Facilitators)			
	Quijano	Catan	Carreon	Lavado
8:30-9:30	Cartooning Elem-Eng	Cartooning HS-Eng	Cartooning Elem-Fil	Cartooning HS-Fil
9:45-10:45				
11:00-12:00	Sports Elem- Eng	Sports HS- Eng	Sports Elem- Fil	Sports HS-Fil
12:00-1:00	LUNCH			
1:00-2:00				
2:00-3:00	Building 3/3rd Floor (4 Contest Facilitators)			
3:00-4:00	1st CF	2nd CF	3rd CF	4th CF
4:00-5:00	Photo Elem- Eng	Photo HS- Eng	Photo Elem- Fil	Photo HS-Fil

TIME/ PERIOD	Plaza/Open Field	Gym 1
	Aserit + 4 Contest Facilitators	Fumar + 4 Contest Facilitators
8:30-9:30		
9:45-10:45		Sports Coverage
11:00-12:00		
12:00-1:00	LUNCH	
1:00-2:00		
2:00-3:00		
3:00-4:00	Photoshoot	
4:00-5:00		

II. GROUP CONTESTS

- A. Radio- Christ The King College (May 2, Elementary; May 3, HS)
- B. TV – Northwest Samar State University (May 2, English, May 3, Filipino)
- C. CDP – La Milagrosa Academy (May 3 – All Levels/Categories)
- D. Online Publishing – Calbayog Pilot ES

Radio and TV Scriptwriting and Broadcasting

TIME/ PERIOD	MAY 2, 2024			MAY 3, 2024		
	Venue 1	Venue 2	Venue 3	Venue 1	Venue 2	Venue 3
	Ladeño + 12 Contest Facilitators	Mangle + 12 Contest Facilitators	Doinog, Geonzon + 12 Contest Facilitators	Aranas + 12 Contest Facilitators	Llaneta + 12 Contest Facilitators	Cabuhoc, Gacusana + 12 Contest Facilitators
8:00-8:30						
8:30-9:00						
9:00-9:30	Radio Scriptwriting (Elem English)	Radio Scriptwriting (Elem Filipino)		Radio Scriptwriting (HS English)	Radio Scriptwriting (HS Filipino)	
9:30-10:00						
10:00-10:30						
10:30-11:00	LUNCH		TV Scriptwriting English			TV Scriptwriting Filipino
11:00-11:30						
11:30-12:00						
12:00-12:30						
12:30-1:00						
1:00-1:30						
1:30-2:00			LUNCH			LUNCH
2:00-2:30	Radio Broadcast Simulation	Radio Broadcast Simulation		Radio Broadcast Simulation	Radio Broadcast Simulation	
2:30-3:00						
3:00-3:30						
3:30-4:00						
4:00-4:30						
4:30-5:00						
5:00-5:30			TV Broadcast			TV Broadcast
5:30-6:00						
6:00-6:30						
6:30-7:00						
7:00-7:30						
7:30-8:00						
8:00-8:30						
8:30-9:00						

Collaborative Desktop Publishing & Online Publishing

Time/ Period	May 3, 2024	
	Venue 4	Venue 5
	Artigo, Lagrimas + 4 Contest Facilitators	Arago, Lee + 4 Contest Facilitators
8:00-8:30	MINI PRESSCON Team 1	MINI PRESSCON Team 2
8:30-9:00		
9:00-9:30		
9:30-10:00		
10:00-10:30		Online Publishing (English and Filipino)
10:30-11:00	CDP English & Filipino (Elem & HS)	
11:00-11:30		
11:30-12:00		
12:00-12:30		LUNCH
12:30-1:00		
1:00-1:30	LUNCH	
1:30-2:00		
2:00-2:30		
2:30-3:00		
3:00-3:30		
3:30-4:00		
4:00-4:30		
4:30-5:00		

Enclosure 2 to Regional Memorandum No. **495**s. 2024**LIST O F BILLETING SCHOOLS**

DIVISION	SCHOOL
BAYBAY CITY	San Policarpo Annex 1
BILIRAN	Calbayog City NHS SHS Building
BORONGAN CITY	Capoocan ES
CALBAYOG CITY	Bagacay IS
CATBALOGAN CITY	Gadgaran IS
EASTERN SAMAR	Dagum ES
LEYTE	San Policapo NHS Annex 2
MAASIN CITY	Calbayog City NHS 2nd Campus
NORTHERN SAMAR	Carmen ES
ORMOC CITY	Calbayog City NHS 1st Campus
SAMAR	Matobato ES
SOUTHERN LEYTE	Carayman ES
TACLOBAN CITY	San Policarpo CES

Enclosure 3 to Regional Memorandum No. **495**s. 2024

RSPC PMT	MEMBERS
RD EVELYN R. FETALVERO ARD RONELO AL K. FIRMO GERTRUDES C. MABUTIN	Executive Director Assistant Executive Director Program Coordinator
DANDY G. ACUIN DEAN M. ENDRIANO	Regional Journalism Coordinator (Filipino) Regional Journalism Coordinator (English)
JIMMY GULA ANGELICA RODRIGUEZ CAMILLE NEMIL	M&E Officer Health and Wellness Officers
ERNANI FERNANDEZ RYAN TIU SARAH CABALUNA NOVA JORGE ALFERDO CAFÉ EDWARD FUMAR KIM TI-IN	Contest Supervisors

TWG	MEMBERS
REGISTRATION, ATTENDANCE, AND DOCUMENTATION	Chona Valenzuela Leona Yulo Lea Jordan Dioleriano Cacait, Jr. Jovie Bido Julieta Monar Carmen Lourdes Tan Rhodora Borja Jospehine Contapay
CONTEST ADMINISTRATION	Erwin Purcia Lourdes Matan Alma Caber Noemi Castante Contest Facilitators during the DSPC (will take charge of the venue) Dandy Acuin (RO) Dean Endriano (RO) Division Journalism Supervisors Edward Fumar (RO) Ronald Cabigon

PROGRAM AND INVITATION	Milaner Oyo-a Samuel Repelente Rose-ann Menieba Ruthel Conchas Romeo Labine Martin Ygbuhay
ACCOMMODATION, HEALTH, AND CLEANLINESS	Reynaldo Bernales Benedicto Mirales Eric Doroja Fernando Medrina Rosalita Data Nelson Managaysay Malvin Regulacion Maximo Pacho Normel Galias Sonia Cupla
AWARDS AND CERTIFICATES	Ester Siozon Rina Aboganda Beverly Longcop Mariel Abayon Rona delos Reyes Sheryl Jean Garcia Christian Jay Escarpe Marichu Adorador Celia Gayon Adelfa Tagra Rose Naomi Landagan Joy Bihag (RO) Hydyllyn Cinco (RO)
TRANSPORTATION	Joshua Sherwin Lim Ricky Cano Engr. Jordan De Veyra Rinalyn Beso Berly Manzanero
CONTEST RESULTS	Ermani Fernandez (RO) Ma. Teresa Simon Ester Siozon Nora Capetillo Anabelle Yangzon Jose Don Babon
OPENING/CLOSING/WELCOME NIGHT	Robert Anthony Ygrubay Carlo Doinog Kristian Aldrin Cruda Bernie Abing Jay-ar Tarrayo Jaysam Casaljay

	<p>Maricel Merencillo Marcia Tocayon Ma. Luz Murillo Samuel Repelente Remirose Do-ann Getigan Marycris Pueblos Japhet Natural Niel Adrian Legalisa Melvin Allid Genesis Fortaleza</p>
SECURITY	<p>Alfredo Café (RO) PNP and Barangay Officials/Tanod</p>
T-SHIRT	<p>Raymund Remandaban Kim Zarzoa Rhodora Borja</p>
ADVOCACY, INFORMATION, AND M&E	<p>Hermie Visaya Angelo Tampol Stephen Alexeus Baltazar</p>
PLAQUES AND TOKENS	<p>Anne Bajet EVASPA Officers</p>
OFFICIAL RECEIPTS	<p>Josephine Contapay Division Association Presidents</p>