



Republic of the Philippines  
**Department of Education**  
REGION VII - CENTRAL VISAYAS  
Schools Division of Bohol

Office of the Schools  
Division Superintendent

October 30, 2024

**DIVISION MEMORANDUM**

No. 531, s. 2024

**ADDENDUM TO DIVISION MEMORANDUM NO. 488, s.2024 Re: THE CONDUCT  
OF THE DIVISION SCHOOLS PRESS CONFERENCE (DSPC)**

**SY 2024-2025**

**TO:** Assistant Schools Division Superintendents  
CID and SGOD Chiefs  
Education Program Supervisors  
Public Schools District Supervisors  
Public and Private Elementary and Secondary School Principals  
All Others Concerned

1. For the upcoming Division Schools Press Conference, all PSDSs and Education Program Supervisors shall attend the opening program at the Bohol Cultural Center, Tagbilaran City on **November 5, 2024 for the Secondary Level** and **November 7, 2024 for the Elementary Level**, with Filipina/barong attire.
2. **All Committee Members** must be **present on the first day** of the Division Schools Press Conference.
3. Registration committee members are available on **November 4, 2024 (day zero)** at the **BPSTEA** for those who want to pay.
4. Additional Members for the documentation committee: Ronilo H. Palingcod and Florabel C. Genson.
5. Attached to this memorandum are the Registration Form and Matrix of the activity.
6. Activities that fall on holidays shall be given service credits.
7. Widest dissemination of this Memorandum is desired.

  
**CASIANA P. CABERTE PhD, CESO VI**  
Schools Division Superintendent

SDS/ASDS/OFFICE/PDV/lfca



Deped Tayo Bohol Division

Address: 0050 Lino Chatto Barangay Cogon,  
Tagbilaran City, Bohol  
Telephone No.: (038) 411-2544  
email Address: [deped.bohol@deped.gov.ph](mailto:deped.bohol@deped.gov.ph)  
[www.depedbohol.org](http://www.depedbohol.org)



## REGISTRATION FORM

### DIVISION SCHOOLS PRESS CONFERENCE SY 2024-2025

Public

November 5-6, 2024 – Secondary

Private

November 7-8, 2024 – Elementary

School: \_\_\_\_\_ Publication: \_\_\_\_\_

School Principal: \_\_\_\_\_ School Paper Adviser: \_\_\_\_\_

Mobile Phone No.: \_\_\_\_\_ Mobile Phone No.: \_\_\_\_\_

*(Write legibly)*

No.	Name of Pupil/Student	Gender	Age	Grade Level	Contest Participated
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
24					
25					

Registration Committee:

\_\_\_\_\_

Republic of the Philippines  
DEPARTMENT OF EDUCATION  
Region VII, Central Visayas  
**DIVISION OF BOHOL**  
Tagbilaran City

**2024-2025 DIVISION SCHOOLS PRESS CONFERENCE**  
November 5-6, 2024 – SECONDARY LEVEL; November 7-8, 2024 – ELEMENTARY LEVEL

**ACTIVITY SCHEDULE MATRIX (ASM)**

DAY 0 TIME (a.m.)	EVENT	VENUE	DAY 1 TIME (a.m.)	CONTEST	VENUE	DAY 2 TIME (a.m.)	CONTEST	VENUE
8:00 – 12:00	TWG AND BASPA Inc. Preparations	Cultural Center/ BPSTE A	6:30 – 8:00	Arrival/ Registration	Cultural Center	7:00 – 8:00	Sports Exhibition (for Sports writing Individual & CDP)	Cultural Center
			8:00 – 8:45	Opening Program/ Start of TV Broad Shooting	Cultural Center	8:30 – 9:30	Sports Writing/ Mini Press Conference (for CDP)	Engl.: BPSTE A Fil.: SDO Conf. Hall CDP: Cultural Center
			9:00 – 10:00	News Writing/ Photo shooting	Engl.: BPSTE A Fil.: SDO Conf. Hall Photo J: Preferred Site	9:30 – 10:30	Column Writing/ Start of CDP	Engl.: BPSTE A Fil.: SDO Conf. Hall CDP: Cultural Center
			10:00 – 11:00	Feature Writing	Engl.: BPSTE A Fil.: SDO Conf. Hall	10:30 – 12:00	TV Broadcasting/ Start of CDP	TV Broad: SDO Conf. Hall/ CDP: Cultural Center
			11:00 – 12:00	Photojournalism Layouting and Captioning	Engl.: BPSTE A Fil.: SDO Conf. Hall			
TIME (p.m.)			TIME (p.m.)			TIME (p.m.)		
1:00 – 5:00	Checking of cameras, car readers, laptops for Photojournalism, Radio Broadcasting, TV Broadcasting, Collaborative Desktop Publishing (CDP)  Orientation for TV Broadcasting	BPSTE A	12:00 – 1:00	LUNCH BREAK		12:00 – 1:00	LUNCH BREAK	
			1:00 – 2:00	Science & Technology Writing	Engl.: BPSTE A Fil.: SDO Conf. Hall	1:00 – 2:30	Radio Broadcasting/ End of CDP	Cultural Center
			2:00 – 3:00	Editorial Cartooning	Engl.: BPSTE A Fil.: SDO Conf. Hall	1:00 – 3:30	Radio Broadcasting	Cultural Center
			3:00 – 4:00	Copyreading and Headline Writing/ End of TV Broad Shooting	Engl.: BPSTE A Fil.: SDO Conf. Hall	3:30 – 5:00	Closing Program/ Awarding Ceremonies	Cultural Center
			4:00 – 5:00	Editorial Writing	Engl.: BPSTE A Fil.: SDO Conf. Hall			
			4:00 – 6:00	Radio/TV Script Writing	Cultural Center			
Officer of the Day			C/O NON-CONTEST COMMITTEE					