



Republic of the Philippines
Department of Education
REGION XII
DIVISION OF SULTAN KUDARAT



September 2, 2026

Division MEMORANDUM

No. CID - IMS No. **069** s. 2026

**ADDITIONAL INFORMATION ON THE CONDUCT OF THE DIVISION SCHOOLS PRESS
CONFERENCE (DSPC) FOR SY 2026-27**

To: Assistant Schools Division Superintendent
Chiefs of the Functional Divisions
Education Program Supervisors
Public Schools District Supervisors/Principals In-charge
Elementary and Secondary School Administrators (Public and Private)
School Paper Advisers
This Division

1. This refers to Division Memorandum CID-IMS No. 061, s. 2026 regarding the conduct of the 2026 Division Competitions, which includes the Division Schools Press Conference (DSPC) on September 8–10, 2026, at Esperanza National High School, Esperanza, Sultan Kudarat.
2. The events to be contested in the DSPC are as follows:
 - a. Individual Contests (English / Filipino): News Writing, Editorial Writing, Feature Writing, Sports Writing, Editorial Cartooning, Photojournalism, Mobile Journalism, Copy Editing and Headline Writing, Science and Technology Writing, and Column Writing;
 - b. Group Contests (English / Filipino): Radio Script Writing and Broadcasting, Collaborative Desktop Publishing, TV Script Writing and Broadcasting (Secondary level only), and Online Publishing (Secondary level only).
3. Schools offering the Special Program in Journalism shall be allocated a special slot in the RSPC as Independent Entries for TV Script Writing and Broadcasting and Radio Script Writing and Broadcasting (Secondary), and Radio Script Writing and Broadcasting (Elementary).
4. A registration fee of ₱200.00 shall be collected from both School Paper Advisers (SPAs) and Campus Journalists (CJs), chargeable against School MOOE or the School Journalism Fund, in accordance with DepEd Order No. 19, s. 2008 (reiterated in DepEd Order No. 41, s. 2012), which cites the allowable amount to be collected for publication purposes; and a membership fee of ₱60.00 for SPAs and ₱30.00 for CJs, which may be charged against any local fund pursuant to DepEd Order No. 48, s. 2009 regarding membership fees in recognized organizations.
5. Meals and snacks for the Technical Working Group (TWG) and honoraria for the judges shall be sourced from the registration fee; travel expenses of the TWG and conference materials shall be charged against Division MOOE. Expenses incurred by all



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and conference materials shall be charged against Division MOOE. Expenses incurred by all delegates in connection with their DSPC participation shall be charged against the School MOOE, Journalism Fund, or other local funds, subject to accounting, budgeting, and auditing rules and regulations.

6. School heads of participating schools are enjoined to coordinate with the host school regarding accommodation arrangements for their Campus Journalists and School Paper Advisers. All participants are reminded to bring their own bedding.

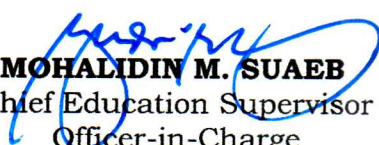
7. Attached are the DSPC Mechanics and Guidelines, Matrix of Activities, and the List of the Technical Working Group (TWG) for reference.

8. For queries and clarifications, all concerned may contact the Education Program Supervisors In-Charge of the Campus Journalism Program: Mary Grace B. Leysa (English) at marygrace.leysa@deped.gov.ph; or Josevic F. Hurtada (Filipino) at josevic.hurtada@deped.gov.ph.

9. For guidance and widest dissemination.

ROBERTO J. MONTERO, CESO V
Schools Division Superintendent

By the Authority of the Schools Division Superintendent:


MOHALIDIN M. SUAEB
Chief Education Supervisor
Officer-in-Charge

Office of the Assistant Schools Division Superintendent

Encl.: As stated

References: As stated

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

ADDITIONAL INFORMATION

DSPC

SY 2026-2027

MGBL/CID-IMS/DM- Additional Information on the Conduct of Division Schools Press Conference (DSPC) for SY 2026-2027/September 2, 2026



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Enclosure No. 1 to Division Memorandum No. **069** s. 2026

**GUIDELINES ON THE CONDUCT OF DIVISION SCHOOLS PRESS CONFERENCE (DSPC)
FOR SY 2026-2027**

(Based on the Guidelines set in the 2026 Regional Schools Press Conference)

A. General

1. Each contestant is allowed to compete in one medium only, English or Filipino for the elementary and secondary (Junior and Senior High) level in all the event categories.
2. Each writing event shall be conducted for one hour except for Sports writing and Photojournalism which may extend up to two hours.
3. The top five winners in each individual category will be declared during the DSPC awarding ceremony and will represent the Division at the Regional Schools Press Conference (RSPC); while only the first-place winners in group contests will qualify for the RSPC — except for Radio Script Writing and Broadcasting and Collaborative Desktop Publishing, for which representatives will be selected through a composite evaluation process. Additionally, the winning coach will be determined based on the team with the highest number of minor awards.
4. If a contestant wins in two categories, he/she must select one category to compete at the RSPC; the next higher-ranking contestant/chosen by the PMT will take the vacated slot.
5. Participating schools shall submit a soft copy of their school paper not later than November 10, 2026 for the Best School Paper competition. This submission requirement applies to all schools, including those not participating in the competition. In the absence of new guidelines, the 2026 RSPC Guidelines shall govern this contest.
6. The Division Technical Working Group (TWG) is created to facilitate the conduct of the DSPC. (See enclosure on list of TWG.)

B. Specific

SPORTS WRITING

1. The TWG shall orient and give final instructions to the contestants before the contest proper.
2. Contestants shall be made to watch a game where they shall gather appropriate data and/or conduct an interview with officials and athletes before and after the game.
3. The actual sports writing contest shall be done right after the coverage of the game.

COPY EDITING AND HEADLINE WRITING

1. The contestants shall use the standard copy editing symbols (AP Stylebook) and follow the directions given in the contest piece.
2. They will also provide a headline for the article that they have edited and include the appropriate printer's directions.
3. The contestants shall bring their own pencil for the copy editing.



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EDITORIAL CARTOONING

1. The contestants shall bring two (2) pencils (Mongol 482 No. 2) and two (2) pieces of Oslo paper with a long folder.
2. The cartoon must reflect the elements of editorial cartooning.
3. The cartoon should be, at all times, compliant with the professional and ethical standards of media.
4. Use of additional drawing materials (enhancers) shall be ground for disqualification.

PHOTOJOURNALISM

Preparation

1. The campus journalists shall arrive at the contest venue thirty (30) minutes before the checking of cameras and memory cards and the orientation.
2. To ensure fairness, accessibility, and focus on journalistic skills, only entry-level, consumer-grade cameras are allowed. Use of high-end, professional, semi-professional, and non-complying cameras is prohibited and shall result in disqualification. Learner-participants may use any of the following cameras:

ALLOWED CAMERAS	ALLOWED SPECIFICATIONS	NOT ALLOWED
Point-and-Shoot Digital Camera (Entry-level/ Consumer Levels only)	• Fixed lenses only (non-interchangeable) • Sensor size: 1/2.3" to 1/1.7" • Resolution: 10-20 megapixels • Optical zoom: up to 10× • Maximum aperture f/2.8 or smaller	• Premium compact cameras with 1-inch sensors or larger • Cameras marketed as professional or enthusiast-grade
DSLR camera (Entry-level only)	• Sensor type: Advanced Photo System type-C (APS-C) only • Maximum resolution: up to 24 megapixels • Lens: Kit lens only (e.g., 18-55mm or equivalent) • Maximum aperture: f/3.5-5.6 • No weather sealing • Basic autofocus system only	• Full-frame DSLR cameras • Professional or semi-professional DSLR bodies • Prime lenses or telephoto lenses beyond kit range • Constant wide-aperture lenses (f/2.8 or wider)
Mirrorless camera (Entry-level only)	• Sensor type: APS-C only • Maximum resolution: up to 24 megapixels • Lens: Kit lens only (16-50mm, 18-55mm, or equivalent) • Maximum aperture: f/3.5-5.6 • No in-body image stabilization (IBIS) • No weather sealing • Basic autofocus only	• Full-frame or professional mirrorless • Non-kit lenses • Advanced video/hybrid bodies

3. Each learner-participant shall bring only one (1) camera and two (2) empty SD cards (one SD card reserved for backup).



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4. Mobile phones, extra digital cameras, external lenses, accessories, AI-based image enhancement tools, or any additional materials or equipment are not allowed in the contest area. However, a tripod is allowed.
5. On the day of the contest, cameras shall have their emptied memory and SD cards, which shall be checked by the examiners before the contest proper.
6. The learner-participants shall set the date and time on their cameras prior to taking the control shot.
7. They shall take photos only within the designated contest area. Taking photos outside the contest venue shall result in disqualification.
8. They shall bring their own pen, while the TWG shall provide bond paper for note taking.

B. Photo Shoot, Selection, and Captioning

1. The contest officially begins immediately after the control shot (first shot) is taken.
2. The official shooting period is strictly one (1) hour. Any photo taken beyond this period will be disqualified.
3. The learner-participants are strictly prohibited from staging any part of their photographs. Any photo that is staged, directed, or artificially arranged shall be disqualified.
4. They may take unlimited shots but must submit the control shot and five (5) selected photos with captions related to the given theme. Entries that have been edited or manipulated, including, but not limited to, retouching, cropping, stitching, or adding/removing objects that alter the content, shall not be accepted.
5. They shall write the file name of each photo on the caption sheet provided by the TWG.
6. They shall be given thirty (30) minutes to provide individual captions for the five (5) submitted photo entries.

MOBILE JOURNALISM

1. The Mobile Journalism aims to empower campus journalists to create, edit, and produce timely and relevant news features with the use of just their smartphones, hence without the expense of traditional high-cost equipment.
2. This contest is open to **Grades 7-12 students**.
3. The participants will be given time to shoot, edit, and produce a story on a topic that will be provided by the Management Committee.
4. Each entry must be recorded, edited, and completed with any smartphone running on iOS or Android and **using capcut free version video-editing app**.



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5. Each entry must run from **1 to 2 minutes** and shall revolve around the topic by the TWG. **The preparation time is 4 hours.**
6. All submissions must be original and free from any intellectual property/copyright issues.
7. All participants must attest that they are submitting work produced with **only smartphones and apps**. The Board of Judges reserves the right to disqualify entries that cannot be verified and at their absolute discretion.

RADIO SCRIPT WRITING AND BROADCASTING

General

1. Each team shall be composed of seven members for English and seven members for Filipino categories, in both elementary and secondary levels. The members should not be participants in any individual or other group contest.
2. The News Presenter shall write his/her news script.
3. Individual awards include the best anchor and best news presenter, while group awards include best in technical application, best infomercial, and best script.
4. In getting the overall results for best radio production, accumulated points from the individual and group awards shall be considered.
5. The decision of the members of the Board of Judges in all aspects of the contest shall be deemed final and irrevocable.

Specific - Script Writing

6. The students will be given 1 1/2 hours to prepare a script for a 5-minute radio broadcast, that includes an infomercial, which may depict health, environment, politics, and social issues, and four (4) news articles, which may be based on press releases, raw data, or any other option given by the management.
 7. The infomercial shall have a maximum length of (1) minute and shall use the language that the group is competing in. Another 30 minutes will be allotted for the printing of the output.
 8. Each team may use up to three laptops and an inkjet printer in preparing and printing the script.
 9. Contestants are required to bring extension wires and other equipment, as needed.
 10. Once the script writing has commenced, the contestants will no longer be allowed to leave the contest rooms. For personal necessities, a member of the contest committee shall accompany them to the restrooms.
 11. The script should include the names of the members of the team with their job assignment/contribution (i.e. anchor, news presenter, etc.).
 12. Scripts should be:
 - a. encoded using Arial font size 12 black font color
 - b. with directorial instructions in capital letters
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- c. double-spaced with normal margin (1 inch on all sides)
- d. printed on an A4-sized bond paper (8.27 X 11.69 inches") Each team should submit four copies of the script.

Specific - Broadcast Simulation

- 13. In case of power failure, the affected team shall be allowed to perform again.
- 145. Each team shall be given eight (8) minutes: two (2) minutes of which for preparation, five (5) minutes for the actual broadcast, and one (1) minute for the exit. Provided running time shall be applied.
- 15. There will be an official timekeeper.
- 16. A yellow flaglet shall be raised to signal the team that they have one (1) minute left for preparation. The green flaglet shall then be raised to signal the team to start. The yellow flaglet shall be raised again to warn the team that they only have one (1) minute remaining and followed by the red flaglet to indicate that their time is up.
- 17. *The entire production schedule shall be governed by the zero (0) or perfect score for the time scoring requirement. The contestants shall leave the broadcast room right after their presentation.*
- 18. The team who complied with the 5-minute production shall be given a perfect score (5 points). In case of undertime/overtime, the following scheme of deductions from the overall results shall be followed Undertime/Overtime 1 -20 seconds -1 point; 21-40 seconds -2 points; 41- 60 second -3 points; 61 seconds and above-4 points

COLLABORATIVE DESKTOP PUBLISHING

- 1. Participating group shall organize a team of seven members/contestants. There will be *one team for English and another for Filipino, both at the elementary and secondary levels.*
- 2. Contestants are required to attend the orientation before the actual competition.
- 3. A brief conference will be held to become the basis for the actual writing of the editorial, feature, and news articles. Pictures of the conference shall be taken by the photojournalists and editorial cartoons will be produced while the rest of the team is doing write-ups, lay-outing, and editing.
- 4. Sports writers and photojournalists must be ready to watch a game where they shall gather appropriate data and/or conduct interviews before and after the game.
- 5. The team will be given four (4) hours for data gathering, writing, lay outing, and editing.
- 6. The team is allowed to bring at least two (2) digital/DSLR cameras, one (1) inkjet printer with scanner, one (1) card reader, one (1) blank flash drive, extension wires, and a maximum of four (4) laptops installed with either PAGEMAKER or IN DESIGN and Photoshop (for secondary level) and Microsoft Publisher (for elementary level) for the layout of the group's final output. Mobile phones and other electronic gadgets shall not be allowed except for digital cameras and laptops with disabled internet connection.



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7. Each group will be required to convert their output into pdf format, print it, and submit it to the contest committee. The collaborative desktop publishing team shall submit both hard and soft copies of their entries.

8. The output of the contest is an A4 size four-page full colored publication, stored in a flash drive and uploaded to the designated computer by the proctors for judging.

9. The decision of the members of the Board of Judges shall be deemed final and irrevocable.

ONLINE PUBLISHING

1. The contest is open to the secondary level only.

2. A team composed of five members shall compete in the Online Publishing Contest.

3. The competition is designed to encourage teamwork among campus journalists and simulate the workplace of an editorial department in an online publishing house.

4. All contestants are required to attend the one (1) hour orientation before the actual competition.

5. Once the contest has started, members of each team shall no longer be allowed to go back to their quarters or report to their respective advisers/coaches until the end of the contest.

6. All competing teams shall make their output based on the mini-press conference and/or other materials including the official platform provided by the TWG.

7. The team will be given four (4) hours for writing, layout, editing, and uploading of output.

h. Each team will be required to bring a maximum of four (4) laptops installed with Photoshop for image enhancement.

8. Each team shall bring two (2) pocket Wi-Fi (preferably with two different networks) and an extension cord.

9. Each group shall submit its URL to the assigned examiner.

10. The decision of the Board of Judges shall be deemed final and irrevocable.

TV SCRIPT WRITING AND BROADCASTING

1. The contest is open to the secondary level only.

2. Each competing team shall have seven (7) members in Filipino and seven (7) members in English.

Newscast

Each Team must be composed of the following:

a. News Anchor- (Not more than 2)

b. Field Reporters- (Not more than 3)

c. Script Writer –1

d. Director/Executive Producer/Development Communication Writer-1

e. Video and Graphics Editor-1



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- f. Video researcher/Floor Director/Production Assistant-1
- g. Video journalist/Cameraman- 1
- h. Assistant Video journalist -1

Note: Members may have multiple tasks.

- 3. Each Team must bring its own set of materials and equipment such as the following:
 - a. Laptop with a script writing/video editing capability
 - b. Two (2) empty flash drives (16G) or External hard drive
 - c. Maximum of two Digital Camera or DSLR which is compatible with the laptop for uploading capability
 - d. wired lapel (optional)
 - e. Paper, Printer with ink
 - f. broadband (stick)
 - g. Extension cord
- 4. Each Team shall be given a maximum time of five (5) hours as part of the production process. Each team must be guided with the following suggested time allotment for production efficiency:
 - a. News Gathering – 1 Hr. and 15 mins.
 - b. News Writing – 1 Hr.
 - c. Video Editing – 1 Hr.
 - d. NOTE: After video editing, each Team must be prepared to tape as “LIVE” its news cast.
 - e. Tape as “LIVE” Broadcast Presentation – 10 mins.
 - f. Post Production - 1 hr. to 1 hr. and 55 mins. (with deduction)

Contest Proper

Pre-Production: News Gathering

- 5. The judges shall provide a story menu or set of newsworthy topics including a development communication theme.
- 6. Each Team shall use the time given to come up with a storyline-up after conducting a story conference, to download videos online, and to shoot the spiels/standupper and additional video requirements of the reports.

Production Proper: Script Writing, Video Editing and Broadcast Presentation

Script Writing

- 7. The format for TV broadcast (audio and video) script writing shall be observed.
 - 8. Each Team shall submit three (3) copies of their script after three (3) hours.
 - 9. The News Script consists of the following:
 - a. (1) STORY LINE-UP - Appearance of news items systematically arranged according to video relevance/impact, newsworthiness, timeliness, and importance.
 - b. (1) HEADLINES- Summary of at least 3 significant news items.
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- c. (1) ANCHOR'S INTRODUCTION (INTRO) – Anchor's greeting or opening spiel.
 - d. ANCHOR'S LEAD INTRO OF REPORTER'S AV PACKAGE/REMOTE AV PACKAGE – Anchor's brief introduction of reporter's AV package.
 - e. (2) AV PACKAGE – Reporter's AV Package with standupper/ standupper extro/midspiel. The AV Package may contain 4-6 paragraphs (1 sentence, 1 paragraph) and at least one (1) sound bite. Each report may have a minimum time of one (1) minute.
 - f. (1) REMOTE AV PACKAGE – Reporter's AV package with Live Intro/Extro and an optional banter with the anchor. The AV Package may contain 4-6 paragraphs (1 sentence, 1 paragraph) and at least 1 sound bite. Each report must have a minimum time of one (1) minute.
 - g. (1) VTR SILENT- Anchor's live delivery of a shortened news report. It should be around thirty (30) seconds.
 - h. (1) VTR SOT- Anchor's live delivery of a shortened news report with a sound bite, which should be around thirty (30) seconds.
 - i. DEVELOPMENT COMMUNICATION- An original concept based on the theme provided by the judges. Each development communication production must not exceed thirty (30) seconds.
 - j. TEASER (optional) - A brief rundown of remaining news items aimed at teasing the audience/viewers.
 - k. OPENING BILLBOARD (OBB) AND CLOSING BILLBOARD (CBB) - Each OBB or CBB must contain the group's assumed TV network name and logo. Each Production Team may pre-produce its OBB/Logo and create a graphics layout prior to the contest proper which must not exceed fifteen (15) seconds.
10. Once the scriptwriting contest has started, no participant shall be allowed to leave the contest area. In case of personal necessity, a member of the contest management (proctor) shall accompany the participant outside the contest area.
11. The cover page of the main script must contain the group's name (NEWSCAST/PROGRAM TITLE), school and region, and the names of the participants and their respective roles in the production.

Video Editing

12. The video editing must commence once the news scripts become available.
13. Each Team shall be allowed to pre-produce/pre-select its graphics (gfx) layout (chargers, gfx lower thirds color and theme, bumper, transition, title card, musical score, sound effects and newscast logo)
14. Each Team shall be allowed to download videos online from credible news organizations provided proper acknowledgment, such as "video courtesy" or "file video" is indicated.
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Broadcast Presentation

15. The following presentation shall be observed:
- Each Team shall be given ten (10) minutes to set up a studio and to execute the production.
 - The Proctor shall indicate the number of “takes” the anchor has made during the delivery of Intro Spiels, Lead Intro, and Extro Spiels.
 - The Proctor shall strictly monitor the time and submit the record to the judges.
 - The proctor shall flash the green card to signal the start of the presentation.
 - A yellow card shall be flashed by the Proctor to signal that the presenting Team has only one minute left for its broadcast presentation.
 - A red card shall be flashed to signal that the time (10 minutes) allotted for each Team has been consumed.
 - After the lapse of the allotted time for each broadcast, a Team may continue its presentation. However, a corresponding deduction shall be given. A team that delivers the broadcast within the allotted time shall also be given a corresponding deduction based on the following criteria for adherence to time allotment (5%):

Undertime/Overtime	
1 -20 seconds	-1 point
21-40 seconds	-2 points
41- 60 second	-3 points
61 seconds and above	-4 points
 - The judge(s) shall observe the broadcast presentation. The judge(s) shall include the broadcast presentation in the criteria for judging.
 - An event committee member shall be designated to ensure that order and silence in the audience are maintained during each Team’s presentation.

Post-Production: Editing of Taped as Live Newscast Combined with Reporter’s AV, Remote AV Package, and Additional Video Requirements

For VTR Silent and VTR Sots

16. Each Team shall be given two (2) hours to accomplish the video editing and graphics layout of taped as live newscast combined with the reporter’s AV, remote AV, and additional requirements for VTR Silent, VTR Sots, and Development Communication output.
17. The Proctor shall strictly monitor the time allotted for post-production.
18. The final output shall be submitted after two hours. Additional minute(s) that each team has consumed shall have corresponding deductions. However, should any team fail to submit the final output at the specified time, it shall be automatically disqualified from the competition.



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Enclosure No. 2 to Division Memorandum CID - IMS No. __ s. 2026

MATRIX OF ACTIVITIES

TIME	Day 1	Day 2	Day 3
7:00 – 8:00	Arrival Registration	Preliminary activities	Preliminary activities
8:00-9:00	Opening Program General orientation: SPA and Campus Journalists contest facilitators and room proctors	Contest Proper News Writing Column Writing	TV Broadcasting
9:10-10:10	Mini Press Conference Sports coverage	Feature Writing Science & Tech Writing	
10:20-11:20	Contest proper: Photojournalism Sports Writing Radio Script Writing and Broadcasting	Mobile Journalism Editorial Writing	
11:20-12:20	TV Script Writing Collaborative Desktop Publishing Online Publishing	Evaluation of Outputs	School Paper Advisers Association Meeting Treasurer' Report Election of Officers SPA & CJ
1:00-2:00	Continuation of the group contests		Awarding Ceremony/ Closing Program
2:00-3:00			
3:00-4:00	Continuation of the group contests Copy Reading & Headline Writing		Meeting of winning coaches about the RSPC
4:00-5:00	Continuation of the group contests Cartooning		Home Sweet Home
Officers of the day	TWG	Elementary School Paper Advisers Association	SPA Association



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Enclosure No. 3 to Division Memorandum CID - IMS No. **169** s. 2026

SY 2026-2027 DSPC TECHNICAL WORKING GROUP (TWG)

No.	Name	School/Office
1.	Ralph Anthony Geronimo	Bagumbayan NHS
2.	Wenzel Kenn M. Sanchez	Esperanza NHS
3.	Michael Jason F. Fontanilla	Esperanza CES
4.	Fitzroy Cezar M. Dagol	Isulan SPED Center
5.	Mary Gayle L. Espana	Isulan NHS
6.	Marvin Suarez	Datu M. Galmak CS
7.	Krystel Amor Gestupa Villalobos	New Panay NHS
8.	Sandra Mae Lakim	Lutayan NHS
9.	John Paul A. Espino	Isulan NHS
10.	Heherson Calumaya	Isulan NHS
11.	Angelica Sornito	Esperanza NHS
12.	Vincent Bialen	Isulan NHS
13.	Bailaga Bantilan	Lambayong NHS
14.	Babyjean Mokalid	Lambayong NHS
15.	Ruvylove Ramirez	Kalawag CS
16.	Jecca Mae Joy Besona	SDOSK
17.	Kevin Lloyd Hijastro	SDOSK
18.	Ronald F. Ramirez	SDOSK
19.	Cherry B. Escoto	SDOSK
20.	Josevic F. Hurtada	SDOSK
21.	Mary Grace B. Leysa	SDOSK