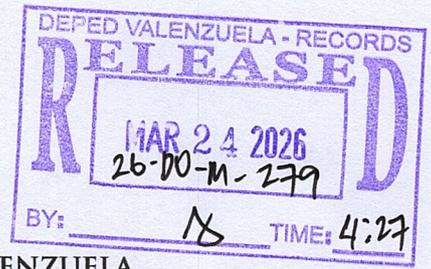




DepEd ICT Unit

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Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF CITY OF VALENZUELA



**Office of the Schools Division
Superintendent**

DIVISION MEMORANDUM

No. 0274 s. 2026

**JOINT ELEMENTARY AND SECONDARY NATIONAL SCHOOL PRESS
CONFERENCE (NSPC) 2026 QUALIFIERS' CLINIQUING WORKSHOP**

To: OIC – Assistant Schools Division Superintendent
Chief Education Supervisors - CID and SGOD
Education Program Supervisors and Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

1. For the information and guidance of all concerned, attached is Regional Memorandum No. 223, s. 2026, dated March 17, 2026, issued by Dr. Jocelyn DR. Andaya, Regional Director, NCR, and Concurrent Officer-in-Charge, Office of the Assistant Secretary for Operations, regarding the conduct of the above-captioned activity on March 23–27, 2026. The contents thereof are self-explanatory and are provided for appropriate action.
2. The list of participants is provided in the attached annexes for reference.
3. Immediate dissemination of this Memorandum is desired.

NOEL D. BAGANO
Schools Division Superintendent

Encl.: As stated
References: as Stated
To be indicated in the Perpetual Index
under the following subjects:

WORKSHOP
NSPC

WFT/DM- JOINT ELEMENTARY AND SECONDARY NATIONAL SCHOOL PRESS CONFERENCE (NSPC) 2026 QUALIFIERS'
CLINIQUING WORKSHOP
March 23, 2026



Address: Pio Valenzuela St., Marulas, Valenzuela City
Telephone Nos.: (02) 8293-4507, 8277-4648, 8291-0873, 8277-3439
Email Address: sdovalenzuela@depd.gov.ph
Official Website: <https://www.depedvalenzuela.com>





Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION



REGIONAL MEMORANDUM

No. 223, s. 2026

TO : **SCHOOLS DIVISION SUPERINTENDENTS**
SDO Caloocan SDO Navotas
SDO Las Piñas City SDO Parañaque
SDO Makati City SDO Pasay
SDO Mandaluyong SDO Quezon City
SDO Manila SDO San Juan
SDO Marikina SDO Taguig City and Pateros
SDO Muntinlupa SDO Valenzuela

FROM : **JOCELYN DR ANDAYA**
Regional Director, NCR
Concurrent Officer-in-Charge
Office of the Assistant Secretary for Operations

SUBJECT : **JOINT ELEMENTARY AND SECONDARY NATIONAL SCHOOLS PRESS CONFERENCE (NSPC) 2026 QUALIFIERS' CLINIQUING WORKSHOP**

DATE : March 17, 2026

1. The Department of Education – National Capital Region (DepEd-NCR), through the Curriculum and Learning Management Division (CLMD), reaffirms its commitment to nurturing the competencies of young campus journalists and advancing excellence in responsible and ethical journalism. In line with this, the CLMD shall conduct the **Joint Elementary and Secondary National Schools Press Conference (NSPC) 2026 Qualifiers' Cliniquing Workshop** on **March 23-27, 2026**, at a **designated venue to be announced**.

This activity aims to provide intensive mentoring, critiquing, and enrichment sessions for qualified delegates to further enhance their journalistic skills and readiness for national-level competition. It shall likewise serve as a venue for refining outputs aligned with the standards of the National Schools Press Conference.

2. In view thereof, attached are the following annexes for reference and guidance:

- **Annex A:** List of Participants
 - A-1: Slots per Division
- **Annex B:** Management Team
- **Annex C:** Parents' Consent
- **Annex D:** Indicative Activity Matrix

3. The participants in this activity are the **NSPC 2026 qualifiers (elementary and secondary), select coaches, Regional Technical Working Group (RTWG), and Journalism Supervisors**. The workshop will focus on output-based critiquing, skills enhancement sessions, and individualized coaching to ensure participants' preparedness for the NSPC.

4. Expenses for board and lodging shall be charged against downloaded funds, while travel and other incidental expenses shall be charged against local funds, subject to the usual accounting and auditing rules and regulations.

5. Immediate dissemination of this Memorandum is desired.



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

REMINDERS FOR PARTICIPANTS:

- Submit your **signed parents'** consent on March 23, 2026. A student/NSPC qualifier without a signed parents' consent will not be allowed to join the workshop.
- Bring your own extension wires.
- Participants **may be** be joined by their teachers/ coaches however, it should be based on the number of slots per SDO.

Meals:

- Day 1: the first Meal is **morning snacks**
- Day 5: **last meal** is **afternoon snacks**

NOTE: *The venue for the activity is at **Manila Grand Opera Hotel***

FOR RADIO BROADCASTING AND TV BROADCASTING PARTICIPANTS

It is requested that participants bring their own HDMI connector, at least 1 per team to ensure that their equipment is compatible with the hotel equipment.

Note: All outputs of the workshop shall be kept in the LR portal of the region which is the official repository of RO developed supplementary learning resources of DepEd-NCR.

Enclosure to Regional Memorandum no. 223 s. 2026

LEVEL	CATEGORY	MEDIUM	DIVISION	SCHOOL	NAME
ELEMENTARY	NEWS WRITING	ENGLISH	Makati	Palanan Elementary School	Rai Lee S. Guevarra
	PAGSULAT NG BALITA	FILIPINO	Navotas	Bangkulasi Elementary School	Alyanah Bettina R. Palmario
	FEATURE WRITING	ENGLISH	Caloocan	KAUNLARAN ELEMENTARY SCHOOL	ALEXIS KRISTIA P. MAJAM
	PAGSULAT NG LATHALAIN	FILIPINO	Quezon City	HOLY SPIRIT ELEMENTARY SCHOOL	PRINCESS GLOWINDOLYN DHENIZ J. ABAMO
	EDITORIAL WRITING	ENGLISH	Manila	Jose Rizal Elementary School	Genesis Kerzeel M. Angelo
	PAGSULAT NG EDITORYAL	FILIPINO	Marikina	MALANDAY ELEMENTARY SCHOOL	Prince Randell C. Gregorio
	SPORTS WRITING	ENGLISH	MAKATI	COLEGIO SAN AGUSTIN MAKATI	NADIA CHRISTINA P. JACOB
	PAGSULAT NG BALITANG ISPORTS	FILIPINO	MARIKINA	SAN ROQUE ES	ZANDRO IAGO S. DELA CRUZ
	COPYREADING AND HEADLINE WRITING	ENGLISH	Mandaluyong	Pleasant Hills Elementary School	Camila Ruiz D. Mislos
	PAG-UJULO AT PAGWAWASTO NG BALITA	FILIPINO	Marikina	CONCEPCION ELEMENTARY SCHOOL	KENDRA SABELLE M. DE LEON
	SCIENCE AND TECHNOLOGY WRITING	ENGLISH	Quezon City	NEW ERA ELEMENTARY SCHOOL	VINCE HENRICK FRANCISCO
	PAGSULAT NG BALITANG AGHAM AT TEKNOLOHIYA	FILIPINO	Las Piñas	ALMANZA ELEMENTARY SCHOOL	JM L. YABUT
	PHOTOJOURNALISM	ENGLISH	Parañaque	Sto. Nino Elementary School	Angela Nicole L. Ramirez
	PAGKUHA NG LARAWAN	FILIPINO	Muntinlupa	VICTORIA HOMES ELEMENTARY SCHOOL	AMBER KYLIE M. KALLOS
	EDITORIAL CARTOONING	ENGLISH	Caloocan	DEPARO ELEMENTARY SCHOOL	JOHEL JOYCE B. QUIAMBAO
	KARTUNING EDITORYAL	FILIPINO	Las Piñas	CAA ELEMENTARY SCHOOL	MARCKANE D. CATABAS
COLUMN WRITING	ENGLISH	Makati	Hen. Pio del Pilar Elementary School Main	Shanoa B. Formilleza	
PAGSULAT NG KOLUM	FILIPINO	Valenzuela	LINGUNAN ELEMENTARY SCHOOL	LIANA INDRAH N. BALDEO	

Enclosure to Regional Memorandum no. 223 s. 2026

LEVEL	CATEGORY	MEDIUM	DIVISION	SCHOOL	NAME
SECONDARY	NEWS WRITING	ENGLISH	TAPAT	MGC NEW LIFE CHRISTIAN ACADEMY	Faith Caitlin C. Ng
	PAGSULAT NG BALITA	FILIPINO	Las Piñas	Gonzalo Gatchalian NHS	Pauleen May S. Beseo
	FEATURE WRITING	ENGLISH	Mandaluyong	City of Mandaluyong Science High School	Aimee Cassandra A. Balatbat
	PAGSULAT NG LATHALAIN	FILIPINO	Quezon City	Judge Feliciano Belmonte Sr. High School	Sofiah Miel Cortezo
	EDITORIAL WRITING	ENGLISH	Caloocan	BAGONG SILANG HIGH SCHOOL	JEAN DEVAUGHN G. VIÑAS
	PAGSULAT NG EDITORYAL	FILIPINO	Marikina	OUR LADY OF PERPETUAL SUCCOR COLLEGE	SOFIA ANN D. TUPAS
	SPORTS WRITING	ENGLISH	MANILA	FEU HIGH SCHOOL	WELSH KENDRICK B. OSORIO
	PAGSULAT NG BALITANG ISPORTS	FILIPINO	QUEZON CITY	DILIMAN COLLEGE	JULIAN KYLE M. REBATE
	COPYREADING AND HEADLINE WRITING	ENGLISH	Manila	Jose Abad Santos High School	TIMOTHY EMMANUEL D. FALLARIA
	PAG-UULO AT PAGWAWASTO NG BALITA	FILIPINO	Mandaluyong	City of Mandaluyong Science High School	Kevin James P. Texon
	SCIENCE AND TECHNOLOGY WRITING	ENGLISH	TAPAT	HSL-Braille College	Leahnn Rey B. Girao
	PAGSULAT NG BALITANG AGHAM AT TEKNOLOHIYA	FILIPINO	TAPAT	Treston International College	Ashlee Mikaela B. Samson
	PHOTOJOURNALISM	ENGLISH	Parañaque	Paranaque Science High School	Matt Gabriel F. Gozo
	PAGKUHA NG LARAWAN	FILIPINO	Pasay	KALAYAAN NATIONAL HIGH SCHOOL	ARIANE P. BUYCO
	EDITORIAL CARTOONING	ENGLISH	San Juan	SAN JUAN CITY SCIENCE HIGH SCHOOL	Fritz Stephen J. Cabangon
	KARTUNING EDITORYAL	FILIPINO	Quezon City	School of Saint Anthony	Kent Wynne R. Palaganas
COLUMN WRITING	ENGLISH	Las Piñas	Gonzalo Gatchalian NHS	Victoria Antoinette Z. Abrantes	
PAGSULAT NG KOLUM	FILIPINO	Muntinlupa	LYCEUM OF ALABANG INC.	ANGELLI CLARISSE S. GONZALES	

LEVEL	CATEGORY	MEDIUM	DIVISION	SCHOOL	NAME
SECONDARY	ONLINE PUBLISHING	FILIPINO	CALOOCAN CITY	CAYBIGA HIGH SCHOOL/ ST. JOSEPH COLLEGE	FRANCHESCA LOUISSE F. CLARO AYESSA MAE D. BATAAN SAHRA B. DELMIGUEZ JANELLE AMIRA B. MIGUEL MA. SHIELA JANE B. FERRER
	ONLINE PUBLISHING	ENGLISH	LAS PIÑAS CITY	Las Pinas Science NHS	ALEXA M. LORENA DENISH C. JANDA SATRIA ARYAM C. MANSUL ANNE D. TAN BWAN LILA AGUHAR

Enclosure to Regional Memorandum no. 223 s. 2026

CATEGORY	DIVISION	LEVEL	MEDIUM	Name of Student	SCHOOL
COLLABORATIVE DESKTOP PUBLISHING	TAGUIG CITY & PATEROS	ELEMENTARY	FILIPINO	RONIE R. LACSON AYESHA LORYN Q. FRANCISCO AKEESHA MHIEL H. MORILLO HERVIN G. LUCINA RAHA YRAHNAD V. FERRER LARA JHANE G. SORONGON MARKUS ADENRAINE T. CABRERA	UPPER BICUTAN ES

CATEGORY	DIVISION	LEVEL	MEDIUM	Name of Student	SCHOOL
COLLABORATIVE DESKTOP PUBLISHING	TAGUIG CITY & PATEROS	ELEMENTARY	ENGLISH	Princess Rianne L. Cruz Sevastian Blake M. Flores Jervic Pia C. Quilatan Sabrina Roanne L. Cruz Myrille Venice L. Grecia Macey Jacqueline S. Cruz Maria Erwynna Rosario A. Pajarillaga	Taguig Integrated School

CATEGORY	DIVISION	LEVEL	MEDIUM	Name of Student	SCHOOL
COLLABORATIVE DESKTOP PUBLISHING	PARAÑAQUE CITY	SECONDARY	FILIPINO	Jennifer Dencio Glaiza Mae Galanza Bianca Soifa Santos Kairo Cardova Angel Gabriel Mapalad Jayous Jade Sarma Cyrus Morano	Paranaque National High School - Main

CATEGORY	DIVISION	LEVEL	MEDIUM	Name of Student	SCHOOL
COLLABORATIVE DESKTOP PUBLISHING	TAGUIG CITY & PATEROS	SECONDARY	ENGLISH	Pamela Sheeribe B. Halo Gabriel Josh F. Buban Bernice Joy P. Eugenio Mark Eiron F. Balili Nathanielle Athda T. Rivera Eunice Allison A. Abdon Gered Kian A. Cruz	WESTERN BICUTAN NATIONAL HIGH SCHOOL

RADIO SCRIPTWRITING AND BROADCASTING		
SECONDARY - FILIPINO		
SDO	NAME	SCHOOL
CALOOCAN CITY	SEBASTIAN V. SALVA, SAMAIRE ELYSE M. ABACAN, JAMAICA ANNE F. MARANAN, JOAQUIN RAFAEL MALANA, SONNY EARL B. SEDILLO, SAMANTHA SELENE C. BERNARDINO, RYANNE CARL DAVID O. CORONEL	CALOOCAN NATIONAL SCIENCE AND TECHNOLOGY HIGH SCHOOL/ ST. JOSEPH COLLEGE OF NOVALICHES, INC./ CAYBIGA HIGH SCHOOL

RADIO SCRIPTWRITING AND BROADCASTING		
SECONDARY - ENGLISH		
SDO	NAME	SCHOOL
LAS PIÑAS CITY	LHYNDELLE ANGELA G. RAMOS, LIAM FRANCO A. ABUAN, JACOB MATHEW B. CORTALLA, ZACHARY ISAIAH D. SIA, LANA LEIGH S. TIAMZON, CHRISTOPHER JOHN B. REYES, JUN MATTHEW B. OCOL	LPScience NHS

RADIO SCRIPTWRITING AND BROADCASTING		
ELEMENTARY - ENGLISH		
SDO	NAME	SCHOOL
SAN JUAN CITY	DANIELLE MARKEISHA C. FRANCISCO, LEX YURI S. CAPILI, HANIEL B. DAGDAG, KIEFER CHUA ALFONSO, RADFORD D.C. BAUTISTA, JURIS CLAU S. CAPILI, RAPHEIA RECCA B. LASALA	SAN JUAN CITY INTEGRATED SCHOOL

RADIO SCRIPTWRITING AND BROADCASTING		
ELEMENTARY - FILIPINO		
SDO	NAME	SCHOOL
MANDALUYONG CITY	Justin R. Sumagpang Francheska Yhal G. Reyes Charles Andrew L. Anton Julliene Rheign T. Nogar Arabella Deviene R. Batusan Matthew Soledad James M. Tequillo	Highway Hills Integrated School (Elementary) Doña Pilar C. Gonzaga Elementary School Andres Bonifacio Integrated School (Elementary) Doña Pilar C. Gonzaga Elementary School Mandaluyong Elementary School Highway Hills Integrated School (Elementary) Addition Hills Integrated School (Elementary)

TV SCRIPTWRITING AND BROADCASTING		
FILIPINO		
SDO	NAME	SCHOOL
CALOOCAN CITY	RHISTIAN JOY REYES RYAN PETER A. LO KRIZZIA MAY B. ESPIRITU AARON KYLE GESTOPA JADEN V. ESTOPACE REAN JAE R. ARELLADO RHIANNE AIRA O. PAZ	CALOOCAN CITY SCIENCE HIGH SCHOOL/ CAYBIGA HIGH SCHOOL/ ST. JOSEPH COLLEGE OF NOVALICHES, INC./ CALOOCAN HIGH SCHOOL

TV SCRIPTWRITING AND BROADCASTING		
ENGLISH		
SDO	NAME	SCHOOL
VALENZUELA CITY	ISAAC LEI O. FONTANILLA KATRINA CASSANDRA C. AQUINO, JACOB EDUARD B. DEL ROSARIO, KURT GABRIEL B. ESTRELLA, RAYMOND KYLE R. MACARAEG, GIAN DAVE P. NUNEZ	VALENZUELA CITY SCHOOL OF MATHEMATICS AND SCIENCE PUNTURIN SENIOR HIGH SCHOOL
MANILA (ANCHOR)	DENHILLE BRILLANTES	Far Eastern University High School



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

Enclosure to Regional Memorandum no. 223 s. 2026

- **Annex A-1: SLOTS PER SDO**

NO.	DIVISION	SLOTS	NUMBER OF QUALIFIERS
1	CALOOCAN	6	22
2	LAS PIÑAS	5	16
3	MAKATI	2	3
4	MANDALUYONG	4	10
5	MANILA	3	4
6	MARIKINA	3	4
7	MUNTINLUPA	1	2
8	NAVOTAS	1	2
9	PARAÑAQUE	2	8
10	PASAY	1	1
11	QUEZON CITY	4	5
12	SAN JUAN	2	8
13	TAPAT	6	24
14	VALENZUELA	2	7
15	OCJ	2	
16	OSPA	2	



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

Enclosure to Regional Memorandum no. 223 s. 2026

- **Annex B: Management team**

**JOINT ELEMENTARY AND SECONDARY NATIONAL SCHOOLS PRESS
CONFERENCE (NSPC) 2026 QUALIFIERS' CLINIQUING WORKSHOP**

EXECUTIVE COMMITTEE

Executive Chair: **DR. JOCELYN DR ANDAYA, CESO III**
Regional Director, NCR
Concurrent Officer-in-Charge
Office of the Assistant Secretary for Operations

Executive co-chair: **DR. RITA E. RIDDLE**
Chief ESSD
OIC-Assistant Regional Director

Executive Member: **DR. MICAH G. PACHECO**
Chief, CLMD

Overall in-charge: **DR. MARICAR A. BANGIT**
EPS, Kindergarten, OIC-Filipino

DR. ARNOLD C. GATUS
EPS, English

Members: **MR. DENNIS M. MENDOZA**
LRMS Section Chief

MR. LAMBERT G. QUESADA
EPS Mathematics

MR. DON KING EVANGELISTA
Head Teacher, OIC-EPS, Science

WORKING COMMITTEES:

Registration:
Chairperson: **Joshua Caleb Pacleta**
Member: **Arianne Jane F. Licuanan**

Secretariat:
Chairperson: **Rubelyn R. Soto**
Member: **John Jiro Miranda**

Certificates
Chairperson: **Jessie A. Matriano,**
Member: **Elvira P. Punzal**

Accommodation:
Chairperson: **Jelyn C. Vigonte,**
Member: **Vincent Portin**

Documentation
Chairperson: **Dorothy C. Apar**
Member: **Analine C. Vergara**



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

PARENTAL CONSENT FORM

FOR PARTICIPATION IN THE **JOINT ELEMENTARY AND SECONDARY NATIONAL SCHOOLS PRESS CONFERENCE (NSPC) 2026 QUALIFIERS' CLINIQUING WORKSHOP**

I, _____ (Parent/Guardian's Name), the parent/legal guardian of _____ (Participant's Name), hereby grant permission for my child to participate in the **Joint Elementary and Secondary National Schools Press Conference (NSPC) 2026 Qualifiers' Cliniquing Workshop** organized by the Department of Education – National Capital Region (DepEd-NCR).

Participant's Information

Name: _____

Grade Level: _____

Contest Category: _____

Contact Number: _____

Email Address: _____

Workshop Details

Dates: March 23–27, 2026

Time: 8:00 AM – 5:00 PM

Venue: Hotel within the City of Manila (to be announced)

Consent and Acknowledgment

I understand that the purpose of this workshop is to further enhance the participant's journalistic competencies through intensive cliniquing sessions, skills development activities, and preparation for the National Schools Press Conference (NSPC).

I acknowledge that my child will participate in various workshop-related activities, including but not limited to writing exercises, collaborative outputs, critiquing sessions, and mentorship engagements.

I hereby:

- Grant permission for my child to participate in all official workshop activities;
- Affirm that my child is physically fit and able to participate in the said activity;
- Agree to ensure that my child complies with all rules, schedules, and guidelines set by the organizers;
- Understand that DepEd-NCR, through its organizers and facilitators, shall take appropriate measures to ensure the safety and well-being of all participants during the conduct of the activity.

I also agree to make the necessary arrangements for my child's timely arrival and departure, unless otherwise specified in official activity guidelines.



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

Media and Documentation Consent

I further grant permission to DepEd-NCR to take photographs, video recordings, and/or audio recordings of my child during the activity and to use these materials for **educational, documentation, and promotional purposes** related to the cliniquing and other DepEd programs, in accordance with existing policies and regulations.

Data Privacy Consent (Republic Act No. 10173 – Data Privacy Act of 2012)

In compliance with Republic Act No. 10173, otherwise known as the Data Privacy Act of 2012, I hereby give my consent to the Department of Education – National Capital Region (DepEd-NCR) to collect, process, store, and use the personal information of my child indicated in this form for purposes related to the conduct and documentation of the **JOINT ELEMENTARY AND SECONDARY NATIONAL SCHOOLS PRESS CONFERENCE (NSPC) 2026 QUALIFIERS' CLINIQING WORKSHOP.**

I understand that:

- The personal information collected will be used solely for legitimate educational and administrative purposes;
- DepEd-NCR shall ensure that all personal data are protected against unauthorized access, disclosure, or misuse;
- The data will be retained only for as long as necessary in accordance with applicable laws and DepEd policies;
- I have the right to access, correct, or request the deletion of my child's personal information, subject to applicable legal and institutional requirements.

By signing this form, I confirm that I have read and understood the above provisions and voluntarily give my consent.

Parent/Guardian Information

Name: _____

Relationship to Participant: _____

Signature: _____

Date: _____

Emergency Contact Information

Name: _____

Relationship to Participant: _____

Contact Number: _____

Kindly accomplish this form completely and submit it to the DepEd-NCR Regional Technical Working Group (RTWG) **on or before March 23, 2026.**

For inquiries or concerns, you may contact: rspc.ncr@deped.gov.ph

INDICATIVE PROGRAM OF ACTIVITIES

TIME	DAY 1 March 23, 2026	DAY 2 March 24, 2026	DAY 3 March 25, 2026	DAY 4 March 26, 2026	DAY 5 March 27, 2026	
8:00 AM – 8:10 AM	REGISTRATION					
8:10 AM – 9:00 AM						
9:00 AM – 9:45 AM		OPENING PROGRAM Emcee: Valenzuela TV Broad	BREAKOUT SESSION	BREAKOUT SESSION	BREAKOUT SESSION	BREAKOUT SESSION
9:45 – 10:00	HEALTH BREAK					
10:00-10:15AM	BREAKOUT SESSIONS GROUP CATEGORIES - Radio Broad-English - Radio Broad-Filipino - Tv Broadcasting – English - Tv Broadcasting - Filipino - Collab- English - Collab- Filipino - Online Publishing – English - Online Publishing – Filipino INDIVIDUAL CATEGORIES - English-Newswriting - Filipino-Newswriting - English - Editorial Writing - Filipino- Editorial Writing - English - Feature Writing - Filipino - Feature Writing - English - Science and Technology /Health Writing - Filipino-Science and Technology /Health Writing - English - Copyreading/Headline Writing - Filipino - Copyreading/Headline Writing - English – Sports Writing - Filipino – Sports Writing - English – Photojournalism - Filipino – Photojournalism - English – Cartooning - Filipino – Cartooning - English - Column writing – - Filipino - Column writing		HEALTH BREAK			
10:15-11:00AM						
11:00 – 12:00			BREAKOUT SESSION	BREAKOUT SESSION	BREAKOUT SESSION	BREAKOUT SESSION
12:00NN – 1:00 PM	LUNCH BREAK					
1:00 – 2:00 PM	BREAKOUT SESSION	BREAKOUT SESSION	BREAKOUT SESSION	BREAKOUT SESSION	CLOSING PROGRAM Emcee: Caloocan TV Broad	
2:00 – 3:00 PM						
3:00 – 4:00 PM						



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

Enclosure to Regional Memorandum no. 223 s. 2026

**JOINT ELEMENTARY AND SECONDARY NATIONAL SCHOOLS PRESS CONFERENCE
(NSPC) 2026 QUALIFIERS' CLINIQUE WORKSHOP**

**TERMS OF REFERENCE (TOR)
Coaches / Companions**

This Terms of Reference establishes clear expectations for coaches/companions in guiding qualifiers while ensuring discipline, focus, and adherence to standards during the cliniquing workshop in preparation for the National Schools Press Conference (NSPC) 2026.

This TOR applies to all designated coaches or companions of elementary and secondary qualifiers participating in the workshop.

RESPONSIBILITIES

A. During the Workshop

Coaches/companions shall primarily ensure the readiness of qualifiers:

1. Performance

- Guide qualifiers in refining their writing, editing, and production skills based on prescribed NSPC standards and trainers' input.
- Reinforce learning from training sessions and ensure participants apply feedback effectively.
- Monitor individual progress and identify areas for improvement.

2. Output Quality

- Ensure all outputs are original, accurate, and ethically produced.
- Enforce strict compliance with rules on plagiarism, data accuracy, and prohibited use of AI tools.
- Encourage critical thinking, clarity, and journalistic integrity in all outputs.

3. Training Discipline

- Ensure qualifiers remain focused, engaged, and on-task during all workshop activities.
- Discourage distractions and enforce productive use of time, especially during writing and output sessions.

4. Boundaries

- Provide guidance without directly composing, revising, or dictating participants' outputs.
- Uphold fairness and integrity in all coaching interventions.

B. Discipline and Welfare

Coaches/Companions shall ensure the **order, discipline, and well-being** of qualifiers:

1. Participant Discipline

- Enforce punctuality, proper behavior, and adherence to workshop schedules.
- Ensure qualifiers observe proper decorum in all venues and activities.
- Prevent engagement in non-workshop-related activities during official sessions.



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

2. Monitoring and Supervision

- Closely monitor participants' attendance and participation.
- Ensure qualifiers are present, prepared, and properly equipped in all sessions.

3. Welfare and Readiness

- Safeguard the physical and emotional well-being of participants.
- Ensure participants are well-rested, properly nourished, and ready to perform.

4. Coordination and Support

- Serve as liaison between participants and organizers for non-technical concerns.
- Assist in managing logistics to minimize disruptions to participants' performance.

IV. Other Responsibilities (Coaches / Companions)

1. Work collaboratively to maintain an environment conducive to learning, concentration, and excellence.
2. Ensure strict adherence to workshop rules, ethical journalism standards, and child protection policies.
3. Promote discipline, respect, and professionalism among qualifiers.
 - Address behavioral concerns promptly and appropriately.
4. Report any issues affecting participant discipline, performance, or integrity to the organizing committee immediately.

V. Prohibited Acts

1. Interfering with or producing participants' outputs.
2. Tolerating or encouraging misconduct, plagiarism, or rule violations.
3. Allowing distractions that compromise participant performance.
4. Disregarding official schedules, instructions, or workshop protocols.

VI. Accountability

Non-compliance with this TOR may result in administrative sanctions, including possible disqualification of participants or disqualification/blacklisting of the concerned coach or companion, in accordance with DepEd policies.