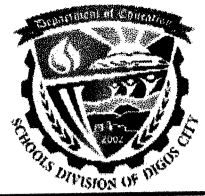




Republic of the Philippines  
**Department of Education**  
Region XI  
**SCHOOLS DIVISION OF DIGOS CITY**  
Digos City



**DIVISION MEMORANDUM**


September 26, 2017

No. 708 s. 2017

**Training-Workshop for School Paper Advisers**


To: **CID and SGOD Chiefs**  
**Public Schools District Supervisors**  
**Public and Private Secondary and Elementary School Heads**

- 1.) Relative to the Division Program for continuous capacity-building to enhance coaching skills of Campus Paper Advisers, a Training-Workshop for School Paper Advisers will be conducted on September 28 - 29, 2017 from 7:30 A.M to 5:00 P.M. at Arnaldo's Hotel.
- 2.) Public schools and identified private schools are expected to send their respective School Paper advisers in accordance with the specified slots as reflected in the attached list.
- 3.) Participants to the said training shall bring the following:
  - a.) Articles and dummy of their School Paper;
  - b.) Previous copy of School Paper;
  - c.) Laptop, extension wire, WIFI;
  - d.) Writing materials;
  - e.) At least one (1) printer per district.
- 4.) Classes of the teacher-attendees shall be taken care of to avoid disruption of classes.
- 5.) Meals and snacks shall be charged to HRTD funds while travel expense of the participants shall be charged against local funds subject to the usual accounting and auditing rules and regulations.
- 6.) For immediate and wide dissemination and compliance.

  
**WINNIE E. BATOON, EdD**  
Officer-In-Charge  
Office of the Schools Division Superintendent

Encls: List Enclosures  
References: DepEd Order  
To be indicated in the Perpetual Index under the following subjects:  
SUBJECT

jmn: memorandum title  
26 September 2017

DepEd Schools Division of Digos  
**RELEASED**  
Date: 26 SEP 2017 Time: 4:36  
By: 

<b>District/School</b>	<b>Slot Allotment</b>
<b>Mt. Apo District</b>	
Apolandia ES	1
Marawer ES	2
N. Isidro ES	2
Rizal CES	2
Mati ES	1
Binaton ES	2
Soong ES	1
G. Reusora CES	2
<b>Sub-total</b>	<b>13</b>
<b>Digos Occidental District</b>	
Ranao ES	1
F. Alferez ES	1
Damñas ES	1
Dulangan ES	1
Ruparan ES	2
J. Alberca ES	2
Balabag ES	1
Mahayahay ES	1
Lungag ES	1
C. Nonol ES	1
Arcaflor ES	1
Colorado ES	1
Saplala ES	2
P. Basalan ES	2
D. Abawag ES	2
Digos City CES	2
<b>Sub-total</b>	<b>22</b>
<b>Digos Oriental District</b>	
Kibanban ES	1
Badiang ES	2
Aplaya ES	2
P. Garcia ES	2
Dawis ES	2
Don Mariano MES	2
Ramon Magsaysay CES	2
I. Abalayan ES	2
San Miguel ES	2
Igpit ES	2
Bagumbuhay	2
Cogon ES	2
<b>Sub-total</b>	<b>23</b>
<b>Secondary Schools</b>	
DiCNHS-Main	2
DiCNHS-Igpit	2
DiCNHS-Balabag	1
DiCNHS-Aplaya	1
DiCNHS-Soong	1
DiCNHS-Napan/Goma	2
Soong NHS	1
Kapatagan NHS	2
Ruparan NHS	2
Mati NHS	2
Digos City Stand Alone	2
<b>Sub-total</b>	<b>18</b>

<b>Private Schools</b>	
Cor Jesu College	3
HCAD	2
DCAA	3
UM-Senior HS	2
Southwill	1
Polytechnic College of Davao del Sur Inc. (High School)	1
Sub-total	12
<b>Division Personnel</b>	
EPS	(2) Ms. Analiza Almazan Ms. Joan M. Niones
QAME	(2) Mrs. Maria Jadloc Mrs. Anamerthyl Regala
HRTD/Staff	(1) Ms. Cecille Uy
Speaker/s	2
Sub-total	7
<b>Grand Total</b>	<b>95</b>

### Matrix of Activities

Day 1	7:00 - 8:00	Registration
	8:00 - 8:30	Opening Program
	8:30 - 9:30	Script Writing and Radio Broadcasting Lecture
	9:30 - 12:00	Workshop on Script Writing Radio Broadcasting Workshop and Critiquing
		Lunch
	1:00 - 5:00	Desktop Publishing Workshop
Day 2	8:00 - 10:00	School Paper Lay-outing Elements of Contents for Different School Paper Page Mechanics of Writing
	10:00 - 10:30	Break
	10:30 - 12:00	Workshop on School Paper Lay-outing
		Lunch Break
	1:00 - 4:00	Continuation of Workshop and Critiquing
	4:00 - 4:30	Closing Program