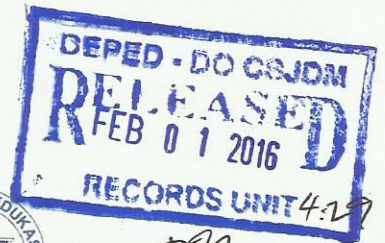


Republic of the Philippines
 DEPARTMENT OF EDUCATION
 Region III
 DIVISION OF CITY SCHOOLS
 City of San Jose del Monte



website: www.depedcsjdm.webs.com / e-mail: deped_csjdm@yahoo.com / telefax: (044) 815-2815

January 27, 2016

Division Memorandum

No. 17 s.2016

To: Public Schools District Supervisors
 Public Secondary/Elementary School Heads
 Private School Administrators

Intensive Training of Potential Scribes (ITOPS) for 2016 NSPC

1. This Office announces the conduct of the Intensive Training of Potential Scribes (ITOPS) for the 2016 National Schools Press Conference from 8:00am-4:00pm scheduled as follows:

Date/ Venue	Category	Lead Trainer
Feb.4-5, 17-18 SJDMWCS/ Reading Recovery Center	News Writing	Cleotilde Fernandez
	Science Writing	Analisa Laynesa, Iris Jorque
	Copyreading and Headline Writing	Sherill Echanis
	Collaborative and Desktop Publishing	Dan Mark Nieto/ Jane Tangalin/ Krsna Rebulado
	Radio Broadcasting	Peter Tentoco, Diane Del Rosario, Marife Baltazar, Rowena Delos Santos, Ernie Lacaraz
	TV Broadcasting	Brenda Adriano

2. Provision for meals and snacks shall be charged against SEF while transportation expenses of the campus journalists and school publication advisers to school canteen/journalism funds.
3. Immediate dissemination of the contents of this Memorandum is desired.

G. Pascual
GERMELINA H. PASCUAL, CESO V
 Schools Division Superintendent