



24-15819

Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF PANABO CITY

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

CID - 2024 - 0530

To : Assistant Schools Division Superintendent
Chief, Curriculum Implementation Division (CID)
Chief, Schools Governance and Operations Division (SGOD)
Education Program Supervisor-SPJ Focal
Public Schools District Supervisors

Subject : **SUBMISSION OF DOCUMENTS TO THE REGIONAL ONLINE APPLICATION SYSTEM (OAS) TO SECURE CERTIFICATE OF SPECIAL ORDER TO OFFER SPECIAL PROGRAM IN JOURNALISM (SPJ)**

Date : October 3, 2024

Aiming for the proper implementation of Special Program in Journalism, this Division calls for the submission of documents for **Regional Online Application System (OAS) to Secure Certificate of Special Order to Offer Special Program in Journalism (SPJ)** on or before October 30, 2024.

Schools listed below are hereby instructed to submit the said documents to **Maria Perpetua Angelita G. Suelto**, Division SPJ Focal for review, preparation of indorsement, and subsequent submission to the regional office, to wit:

| NO | SCHOOL | PRINCIPAL |
|----|---------------------|--------------------------------------|
| 1 | Panabo City NHS | Manuel M. Espreanza, Principal III |
| 2 | Panabo Central ESSC | Ramelyn F. Antalan, Principal IV |
| 3 | Rizal ES | Rosemarie S. Patriarca, Principal IV |
| 4 | San Vicente ES | Julius I. Suelto, Principal III |

The Checklist of Requirements is attached for your reference.

For immediate dissemination and compliance.


JINKY B. FIRMAN PhD, CESO VI
OIC, Schools Division Superintendent

RELEASED

CCT 03 2024

RECORDS SECTION-SDO PANABO CITY
CID-jey/kipags



Schools Division of Panabo City
City Hall Compound, Panabo City
Tel. No. (084) 823-1469
Email: panabocity.division@deped.gov.ph

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providing quality education, MATATAG for all.





Republic of the Philippines
Department of Education
DAVAO REGION

Office of the Regional Director

EVALUATION SHEET
APPLICATION FOR PUBLIC SCHOOLS IMPLEMENTING
SPECIAL PROGRAM IN JOURNALISM (SPJ)

Date: _____ School Year: _____
Division: _____ School ID No: _____
Name of School: _____
Complete Address of School: _____
Basic Education Program/Level: _____
School Principal: _____ Contact Number: _____

CHECKLIST OF REQUIREMENTS

| Description of Document/Requirement | Remarks |
|---|---------|
| 1. SDO Indorsement indicating the recommended action for the Regional Office | |
| 2. Letter of Intent address to SDS | |
| 3. Feasibility Study duly recommended/endorsed by SDS <i>Contents:</i> ____ Purpose and Objectives; ____ Narrative/Explanation of the need or demand for implementing SPJ; ____ Enrolment; ____ Profile of Prospective Learners; (Name, LRN, Grade Level, Experiences and Other Related Trainings Attended) ____ Profile of School Head; (Name, Specialization, No. of Years of Experience as SH) ____ Profile of Teachers; (Name, Specialization, Subject Taught, Educational Background, Experiences and Other Related Trainings Attended) ____ Class Program; ____ Grading System; ____ List of Awards from Division, Region, and National levels | |
| 4. Admission Materials ____ Objective Test ____ Interview Questions ____ On the Spot Writing Exam ____ Others | |
| 5. School Facilities ____ Newsroom ____ Computer Laboratory ____ Speech Laboratory ____ Audio Visual Room ____ Radio/Television Studio ____ SPJ Room | |
| 6. List of available courseware in Journalism | |
| 7. List of available tools and equipment to be utilized in the | |



Address: F. Torres St., Davao City (8000)
Telephone Nos.: (082) 291-1665; (082) 221-6147
Email Address: region11@deped.gov.ph
Website: www.depedroxi.ph



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| | |
|--|--|
| Implementation of the program duly signed by the School Property Custodian | |
| 8. List of Instructional References (Print and Non-print materials) | |
| 9. Duly notarized MOA with the Stakeholders | |
| 10. Three-Year SPJ School Implementation Plan | |
| 11. Organizational Structure of the Selection Committee | |

SUMMARY OF FINDINGS:

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RECOMMENDATIONS:

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Evaluated by: _____

Conformed: _____

Evaluator/ Monitor

School Principal

Date: _____

Date: _____



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