



Republic of the Philippines  
House of Representatives  
Quezon City, Metro Manila

**MEDIA COVERAGE OF THE JOINT SESSION OF THE SEVENTEENTH CONGRESS OF  
THE REPUBLIC OF THE PHILIPPINES FOR THE PRESIDENT'S STATE OF THE NATION ADDRESS  
(SONA) ON 24 JULY 2017**

**RULES AND GUIDELINES FOR  
MEDIA ACCREDITATION**

- A. Media Accreditation for the SONA is mandatory. Only those wearing the **official Media IDs, together with their agency IDs**, shall be allowed inside the premises of the Batasan Complex on **July 24, 2017**.
- B. The incumbent members of the respective Press Corps, officers, staff and outsourced technical people of the Media and Public Relations offices of the House of Representatives (HRep), Senate and Malacañang are automatically accredited for the SONA. It must be clear, however that while their respective institutions are responsible for the submission of their names and accreditation requirements, these media persons should verify the inclusion of their names in the lists submitted to the Committee on Public Information-Media Accreditation Team.
- C. The number of media persons per agency to be accredited shall be limited according to the following distribution:

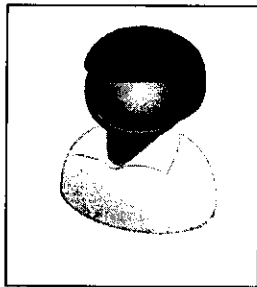
<b>Media Agency Category</b>	<b>Designated Area</b>	<b>Number of Authorized Media Personnel</b>
<b>TV</b>	North Wing Lobby	3
	South Wing Lobby	3
	Master Control Area	10

<b>TV</b>	Plenary (VIP Upper Deck)	1
	Grounds (OB Van, Production Tent, Stand-up position)	23
	<b>TOTAL</b>	<b>40</b>
<b>RADIO</b>	North Wing Lobby	2
	South Wing Lobby	2
	Plenary Radio Booth	2
	Grounds (Stand up position)	2
	<b>TOTAL</b>	<b>8</b>
<b>PRINT</b>	North Wing Lobby	2
	South Wing Lobby	2
	2 <sup>nd</sup> Gallery Landing	1
	<b>TOTAL</b>	<b>5</b>
<b>ONLINE</b>	North Wing Lobby	1
	South Wing Lobby	1
	VIP Upper Deck	1
	<b>TOTAL</b>	<b>3</b>

- D. The Committee on Public Information- Media Accreditation Team shall begin accepting applications on **19 June 2017**.
- E. Deadline for submission of applications is **30 June 2017**.
- F. Following are the steps in the submission of applications for accreditation:
1. Download from the HRep website: [www.congress.gov.ph](http://www.congress.gov.ph)

soft copies of the SONA 2017 Media Accreditation Forms (**Annexes A and A1 (TV), A2 (Radio), A3 (Print), A4 (Online) and Application for Car Pass (A5)**)

2. The News Department head or authorized person of the media agency shall prepare the accomplished electronic copies of the form together with the applicants' digital photos. The 2 " x 2" **recent** digital photo of each applicant must be submitted in JPEG format with the corresponding media person's **FIRST NAME, LAST NAME, POSITION, AGENCY** (all caps) as file name.



R Refrain from using period (.) on  
your name -- **JR. x**

**JR ✓**

JUAN DELA CRUZ, REPORTER, ABS CBN 2

3. The media coordinator shall personally submit to the Committee on Public Information-Media Accreditation Team in CD or via email ([maprs.sona2017@gmail.com](mailto:maprs.sona2017@gmail.com)) the digital photos and accomplished application forms from June 19 to 30, 2017 to avoid unnecessary delay in the processing and issuance of the SONA Media ID.

An application which does not comply with the foregoing requirements shall not be accepted and processed.

Applications submitted via email shall indicate in the subject **AGENCY NAME** and, in case a media agency needs to submit applications of its personnel in bulk several times, the **BATCH NUMBER** shall be indicated for every submitted group. The coordinator/ applicant shall refrain from resending the same email, once the Committee on Public Information -Media Accreditation Team has responded to the original email on the digital photos and application forms.

4. The media coordinator of each agency shall stick to the number of allowable personnel per designated area for media.
- G. The Media IDs and car passes **shall be released on July 19-22, 2017.**
- H. TV, radio and online agencies shall submit to the Committee on Public Information Chairperson on or before **14 July 2017** their respective lists of personnel who will enter the House of Representatives premises on pre-SONA days (21-23 July 2016) for set-up activities.
- I. For inquiries, please contact the person-in-charge of the Committee on Public Information - Media Accreditation Team

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Mobile no. 0915-9627549

Thank you.



**MA. BERNADETTE C. DELA CUESTA**

Chairperson, Committee on Public Information

*HREP Task Force SONA 2017*



## SONA 2017 MEDIA ACCREDITATION FORM (TV)

Please completely fill out all the fields in the form

<b>MEDIA AGENCY / ORGANIZATION</b>		<b>ADDRESS</b>	
<b>COORDINATOR / CONTACT PERSON: (Full Name)</b>		<b>CONTACT NUMBER/S:</b>	
<b>E-MAIL ADDRESS</b>		<b>SIGNATURE OVER PRINTED NAME OF HEAD OF AGENCY / DEPARTMENT</b>	
<b>AREA OF COVERAGE</b>			
NWL - North Wing Lobby SWL - South Wing Lobby VIP Upper Deck MC - Master Control Grounds			
<b>LASTNAME</b>	<b>FIRSTNAME</b>	<b>POSITION (i.e. REPORTER, PRODUCER, ETC.)</b>	<b>AREA OF COVERAGE*</b>

\* Subject to approval of Committee on Public Information



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**SONA 2017**  
**HREP PARKING ACCESS FORM**  
(FOR OB VANS / GEN SETS ONLY)

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<b>MEDIA AGENCY</b>		
<b>Make / Model</b>	<b>Color</b>	<b>Plate Number</b>



## SONA 2017 MEDIA ACCREDITATION FORM (RADIO)

Please completely fill out all the fields in the form

<b>MEDIA AGENCY / ORGANIZATION</b>		<b>ADDRESS</b>	
<b>COORDINATOR / CONTACT PERSON: (Full Name)</b>		<b>CONTACT NUMBER/S:</b>	
<b>E-MAIL ADDRESS</b>		<b>SIGNATURE OVER PRINTED NAME OF HEAD OF AGENCY / DEPARTMENT</b>	
<b>AREA OF COVERAGE</b>			
NWL - North Wing Lobby			
SWL - South Wing Lobby			
RB - Radio Booth			
<b>LASTNAME</b>	<b>FIRSTNAME</b>	<b>POSITION (i.e. REPORTER, PRODUCER, ETC.)</b>	<b>AREA OF COVERAGE*</b>

\* Subject to approval of Committee on Public Information



## SONA 2017 MEDIA ACCREDITATION FORM (PRINT)

Please completely fill out all the fields in the form

<b>MEDIA AGENCY / ORGANIZATION</b>		<b>ADDRESS</b>	
<b>COORDINATOR / CONTACT PERSON:</b> (Full Name)		<b>CONTACT NUMBER/S:</b>	
<b>E-MAIL ADDRESS</b>		<b>SIGNATURE OVER PRINTED NAME OF HEAD OF AGENCY / DEPARTMENT</b>	
<b>AREA OF COVERAGE</b>			
NWL - North Wing Lobby			
SWL - South Wing Lobby 2GL - 2nd Gallery Landing			
<b>LASTNAME</b>	<b>FIRSTNAME</b>	<b>POSITION (i.e. REPORTER, PRODUCER, ETC.)</b>	<b>AREA OF COVERAGE*</b>

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