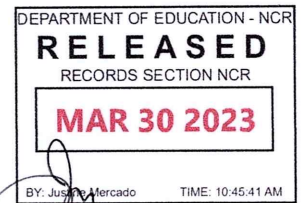




Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION



CN-2023-3-28-2215

March 30, 2023

REGIONAL MEMORANDUM

No. 236, s. 2023

TO : **EVANGELINE P. LADINES, CESO V**
Schools Division Superintendent
Parañaque City

**OFFICIAL SCHOLAR OF SEAMEO RECSAM REGULAR COURSE
FOR FISCAL YEAR 2022 - 2023 (BATCH 2)**

1. This is in reference to the letter from Dr. Shah Jahan Bin Assanarkutty, Center Director of Southeast Asian Ministers of Education Organisation - Regional Center for Education in Science and Mathematics (SEAMEO-RECSAM), dated March 21, 2023, informing the concerned Schools Division Office of the above-captioned subject.
2. The Region congratulates the official scholar, **Ms. Karen Tapeç**, Master Teacher 1, Moonwalk National High School, selected by the SEAMEO - RECSAM to the **Promoting Inquiry Learning in Secondary Mathematics with the Course Code RC-SM-147-4** which will commence on **May 2 - 26, 2023** in **Penang, Malaysia**.
3. The selected scholar is advised to prepare the necessary required documents to facilitate the processing of the Travel Authority as per DO_2022_046 and send the hard copy of the documents on or before April 3, 2023 to:


Personnel Division (BHROD-PD)
Department of Education
DepEd Complex, MERALCO Avenue,
Pasig City
(02) 633-9345/636-6546

4. Furthermore, the scholar shall email Ms. Tiana Mohana at **tiana@reccsam.edu.my** on or **before March 31, 2023** for the other needed documents:

- a. Confirmation Slip
- b. Scholar Agreement (Appendix 2)
- c. Medical Report (Appendix 3)
- d. Application Form (Appendix 1)

5. For the full details, please see the attached letter and appendages.

6. Immediate dissemination of and compliance with this Memorandum are earnestly desired.


WILFREDO E. CABRAL, CESO III
Regional Director

Encl.: As stated

Reference:

To be indicated in the Perpetual Index

Misamis St. Bago Bantay, Quezon City

Email Address: ncr@deped.gov.ph

Website: <https://www.depedncr.com.ph>

Doc. Ref. Code	RO-ORD-F004	Rev	00
Effectively	01.26.23	Page	1 of 1

----- Forwarded message -----

From: **Scholarship Secretariat (DepEd)** <scholarships@deped.gov.ph>

Date: Mon, Mar 27, 2023 at 2:44 PM

Subject: Acceptance Letter to SEAMEO RECSAM: RC-SS-147-3: Promoting Secondary Science, Technology, Engineering, and Mathematics (STEM) Education Through Standard-Based Science Curriculum

To: Deped National Capital Region <ncr@deped.gov.ph>, DepEd I Ilocos Region <region1@deped.gov.ph>

Good Afternoon!

Greetings from the scholarship secretariat,

Congratulations on your Nomination to the **SEAMEO RECSAM: RC-SS-147-3: Promoting Secondary Science, Technology, Engineering, and Mathematics (STEM) Education Through Standard-Based Science Curriculum** which will commence on 2-26 May 2023.

Please see attached Acceptance Letter and Protocols for Travel Authority Request and other attachments for the processing of your Travel Authority.

Other requirements required by concerned offices are the following:

- a. Substitution Plan/Certification from an immediate supervisor that the workloads of the scholar will be covered by a substitute;
- b. Proposed Work Application Plan which describes how relevant aspects of the course/program shall be applied by the scholar upon his/her return to the official workstation; proposed elements are the following: Key Action Steps, Timeline, Expected Outcomes, Data Source, and Evaluation Methodology, Resources Needed
- c. Complete staff work (to be accomplished by the Scholar)
- d. Travel Authority Request Annex A (to be accomplished by the Scholar)
- e. Endorsement addressed to Undersecretary for Governance and Field Operation
- f. Leave Forms, Certificate of No Pending Case, and Clearance Form
- g. Travel/Scholarship report (to be submitted 2-4 weeks after return to work station)

Please take note that the process and signatories of the travel authority are changed. for your reference please see attached file [DO-s2022_046]

Send the hard copy of these documents, on or **before April 3, 2022**, to:

Personnel Division (BHROD-PD)
Department of Education
DepEd Complex, Meralco Avenue, Pasig City
(02) 633-9345 / 636-6546

Also, respectfully send you the other needed documents sent by SEAMEO RECSAM. kindly send the needed documents **on or before March 31, 2023**, to Ms. Tiana Mohama, email address: tiana@recsam.edu.my

1. Confirmation slip to be signed by the participants (to confirm their participation).
2. Scholar agreement (Appendix 2) to be signed by the participants and witness.
3. Medical report (Appendix 3) to be done at the nearest clinic.
4. Application form (Appendix 1) in case needed

As part of our continuous improvement process, we would like to hear from you about your recent experience. We hope that you can take a few minutes to answer our [customer satisfaction survey](#).

Please acknowledge receipt of this email.

Sincerely,

DepEd Scholarship Secretariat

National Educators Academy of the Philippines
Room M-213-A 2F Mabini Building
DepEd Complex, Meralco Avenue, Pasig City