



Republic of the Philippines  
**Department of Education**  
 NATIONAL CAPITAL REGION

June 24, 2024

**REGIONAL MEMORANDUM**

No. 645, s. 2024

**To:** Schools Division Superintendents  
 All Others Concerned

**CALL FOR NOMINATION FOR SEAMEO REGIONAL CENTRE FOR SPECIAL EDUCATIONAL NEEDS TRAINING TITLED TEACHING STRATEGIES IN SUPPORTING AND DEVELOPING LEARNERS WITH SPEECH AND LANGUAGE IMPAIRMENTS**

- In reference to the attached Memorandum DM-OUHROD-2024-1169, dated 18 June 2024, from the Officer-in-Charge of the Office of the Undersecretary for Human Resource and Organizational Development, Wilfredo E. Cabral, this Office informs the concerned personnel of the above-mentioned subject.
- The following are the details of the training and its scheduled implementation:

<b>Course Title</b>	Teaching Strategies in Supporting and Developing Learners with Speech and Language Impairments
<b>Course Schedule</b>	23-26 September 2024
<b>No. of Slots</b>	1
<b>Modality</b>	Online
<b>Target Participants and Qualifications</b>	Primary/secondary/inclusive/mainstream school teacher of Special Education
<b>Deadline of Submission</b>	July 5, 2024

- All SDOs are advised to nominate one (1) qualified applicant **subject for Regional Evaluation**. SEPS-HRD shall submit the **complete documentary requirements** and **endorsement of their nominee** in this Office on or before July 5, 2024. **Only the nominee endorsed by this Office** shall upload their documents in <https://forms.office.com/r/G4ejVZCtED>. Kindly use official DepEd email accounts in submitting the requirements.
- For further information and any concerns, please contact Richard D. Vidal, Education Program Specialist II, Regional Scholarship Focal Person, HRDD-NEAP through email [richard.vidal@deped.gov.ph](mailto:richard.vidal@deped.gov.ph) or call at 09606215250.



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Republic of the Philippines  
**Department of Education**  
NATIONAL CAPITAL REGION

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5. For the full details, please see enclosed Memorandum.
6. Immediate dissemination of this Memorandum is desired.

**JOCELYN DR ANDAYA**  
Director IV

Encl. as stated

rdv/hrdd



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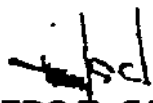
# Department of Education

OFFICE OF THE UNDERSECRETARY  
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

## MEMORANDUM

DM-OUHROD-2024-1169

TO : Regional Directors  
Schools Division Superintendents  
School Heads  
All Others Concerned

FROM :  WILFREDO E. CABRAL  
Regional Director  
Officer-in-Charge, Office of the Undersecretary for Human Resource  
and Organizational Development

SUBJECT : CALL FOR NOMINATION FOR SEAMEO REGIONAL CENTRE  
FOR SPECIAL EDUCATIONAL NEEDS TRAINING TITLED  
TEACHING STRATEGIES IN SUPPORTING AND DEVELOPING  
LEARNERS WITH SPEECH AND LANGUAGE IMPAIRMENTS

DATE : 18 June 2024

1. The Southeast Asian Ministers of Education Organization Regional Centre for Special Educational Needs (SEAMEO SEN) announces its **Call for Nomination** for its scholarship training offering, with details as follows:

Course Title	Teaching Strategies in Supporting and Developing Learners with Speech and Language Impairments
Course Schedule	23-26 September 2024
No. of Slots	10
Modality	Online
Target Participants	Primary/secondary/inclusive/mainstream school teacher of Special Education
Deadline	12 July 2024

2. For selection purposes, the National Educators Academy of the Philippines (NEAP) encourages each **Regional Office** to **nominate at least one (1) qualified Primary/Secondary/Inclusive/Mainstream School Teacher for Special Education**. All nominees must meet the qualifications and submit the documentary requirements listed in **Enclosure 1**. The **Scholarship Clearance (Enclosure 2)** should also be submitted
3. The **Participant Nomination Form** and required documents must be **accomplished and uploaded (in PDF form) on or before 12 July 2024**, through

the Microsoft Form which can be accessed through the link <https://forms.office.com/r/G4ejVZCtED>. Kindly use official DepEd email accounts in submitting the requirements.

4. Please note that applications may be disqualified due to various reasons, such as but not limited to, incomplete requirements, lack of official endorsement/s, sending of application directly to the Secretariat's email, discrepancies in documents, etc.
5. For further information or any concerns, please contact the NEAP Scholarship Secretariat through email [scholarships@deped.gov.ph](mailto:scholarships@deped.gov.ph) and or landline (02) 8715-9919.
6. For immediate dissemination and appropriate action.

*[NEAPScholarshipSecretariat/Bedana]*

**GENERAL ELIGIBILITY REQUIREMENTS/CHECKLIST**

<b>Name:</b>	
<b>Scholarship Program:</b>	
<b>Sponsoring Agency/Organization:</b>	
<b>Region/SDO:</b>	
<b>Work Station:</b>	

Remarks (✓, X, others)	Eligibility	Documentary Requirements
	a. Must be a Filipino citizen.	Updated Personal Data Sheet
	b. Must have obtained a very satisfactory (VS) performance rating for two (2) consecutive years.	Latest rated performance rating with approved IDP
	c. Must present his/her Individual Development Plan (IDP) that is validated by the head of the office.	
	d. Must be holding a permanent item.	Updated Service Record
	e. Must be physically, mentally, and psychologically fit.	Medical certificate from any government physician as to health status.
	f. Must have no master's degree (for those who will apply for a master's degree) and shall have no doctoral degree (for those who will apply for a doctoral degree).	Updated Personal Data Sheet
	g. Must have no current or pending enrollment in other institutions for graduate or postgraduate degree programs (for degree programs).	
	h. Must be willing to sign a Scholarship Contract and commit to its provisions.	(shall be complied after being officially nominated)

	i. Must be willing to prepare, share, and implement a Scholarship Report and Work Application Plan (WAP).	
	j. Must have no pending administrative, civil, or criminal case, and must have not been found guilty of any violation involving moral turpitude, corruption, or fraud.	Certificate of no pending administrative/legal charges
	k. Has already finished his/her existing service obligation for a scholarship, if any.  **in any case that the HRDD has no existing format, please use Enclosure 2 of this memo  l. Has no pending application for retirement.	Clearance from HRDD/NEAP
	m. Must be able to render his/her service obligation vis- a- vis duration of the scholarship.	

**SCHOLARSHIP CLEARANCE**

<b>I. NAME</b>		
<b>II. Position/Designation</b>		
<b>III. Permanent Station</b>		
<b>IV. Has availed any scholarship program</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, fill out sections V-X, as applicable.
<b>V. Scholarship Program</b>	<b>Program Type</b>	<b>Title of the Program</b>
	<input type="checkbox"/> Degree <input type="checkbox"/> Non-Degree	
<b>VI. Scholarship Duration</b>		
<b>VII. Status</b>	<input type="checkbox"/> Completed the course  (Submit a copy of Certificate of Completion)	<input type="checkbox"/> Withdrawn from the Course  (State the reason below)



<b>VIII. Reason/s for Non-Completion</b> (must be supported by attachments)	<input type="checkbox"/> Resignation <input type="checkbox"/> Transfer <input type="checkbox"/> Retirement <input type="checkbox"/> Others <i>Explain further:</i>	
<b>IX. Service Obligation</b>	<b>No. of Months/Yrs Required</b>	<b>No. of Months/Yrs Completed</b>
<b>X. Reason for Non-Completion</b> (must be supported by attachments)	<input type="checkbox"/> Resignation <input type="checkbox"/> Transfer <input type="checkbox"/> Retirement <input type="checkbox"/> Others <i>Explain further:</i>	
<i>I hereby attest that the information in this form and the supporting documents attached hereto are true and correct</i>		

Name and Signature of the Scholar	Date and Time
<i>This is to certify that the information in this form and the supporting documents attached hereto are true and correct</i>	
Name and Signature of the Recommending Authority (SDO - HRDD)	Date and Time



**APPROVED**

Name and Signature of the Recommending Authority  
(RO-HRDD)

Date and Time

