



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION



October 11 2024

REGIONAL MEMORANDUM

No. 1057, s. 2024

To: Schools Division Superintendents
All Others Concerned

**CALL FOR NOMINATION OF JICA FOR THE SDGs
GLOBAL LEADER PROGRAM JFY 2024-2025 INTAKE**

1. In reference to the attached Memorandum DM-OUHROD-2024-2052, dated 09 October 2024, from the Officer-in-Charge of the Office of the Undersecretary for Human Resource and Organizational Development and School Infrastructure and Facilities, Wilfredo E. Cabral, this Office informs the concerned personnel of the above-mentioned subject.
2. The following are the details of the course and its scheduled implementation:

Course Title	SDGs Global Leader Program
Course Schedule	<ul style="list-style-type: none">▪ Two (2) years for Master's Program▪ Three (3) years for PhD Program * Depending on the programs offered by participating universities
No. of Slots	Nine (9) slots for Southeast Asia
Modality	Face-to-Face
Target Participants and Qualifications	Young or middle-career government officials or prospective academics who are expected to contribute to policy formulation or implementation to address sustainable development issues in their respective fields.
Deadline of Submission	18 October 2024

3. 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 October 16, 2024. **Only the nominee endorsed by this Office** shall upload



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their documents (in PDF form) through the Microsoft Forms link: <https://forms.office.com/r/E3WGav3x1z>. Kindly use official DepEd email accounts in submitting the requirements.

4. The JICA application form and other relevant information may be accessed through the link: <https://tinyurl.com/4sanhtfy>.
5. For further information and any concerns, please contact **Richard D. Vidal**, Education Program Specialist II, Regional Scholarship Focal Person, Human Resource Development Division through email richard.vidal@deped.gov.ph.
6. For the full details, please see enclosed Memorandum.
7. Immediate dissemination of this Memorandum is desired.

JOCELYN DR ANDAYA
Director IV

Encl. as stated

rdv/hrdd



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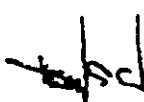
Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM
DM-OUHROD-2024-2052

FOR : Undersecretaries
Assistant Secretaries
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
All Others Concerned

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

SUBJECT : CALL FOR NOMINATION OF JICA FOR THE SDGs GLOBAL
LEADER PROGRAM JFY 2024-2025 INTAKE

DATE : 09 October 2024

1. The Japan International Cooperation Agency (JICA) announces its **Call for Nomination** for the scholarship program offering titled **SDGs Global Leader Program** for the JFY 2024-2025 Intake, with details as follows:

Course Title	SDGs Global Leader Program
Course Schedule	<ul style="list-style-type: none"> Two (2) years for Master's Program Three (3) years for PhD Program <i>*Depending on the programs offered by participating universities</i>
No. of Slots	Nine (9) Slots for Southeast Asia
Modality	Face-to-Face
Target Participants and Qualifications	Young or middle-career government officials or prospective academics who are expected to contribute to policy formulation or implementation to address sustainable development issues in their respective fields
Deadline of Submission	18 October 2024

2. For selection purposes, the National Educators Academy of the Philippines (NEAP) encourages each Central Office Bureau/Service/Office and Regional Office to **nominate one (1) qualified participant**. All nominees must meet the



qualifications and submit the documentary requirements listed in **Enclosures 1 and 2**. The **Scholarship Clearance (Enclosure 3)** should also be submitted.

3. The **Participant Nomination Form and required documents must be accomplished and uploaded (in PDF form) on or before the set deadline**, through the Microsoft Office Form which can be accessed through the link <https://forms.office.com/r/E3WGav3x1z>. Kindly use official DepEd email accounts in submitting the requirements.
4. The JICA application form and other relevant information may be accessed through the link <https://tinyurl.com/4sanhtfy>.
5. 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.
6. For further information or any concerns, please contact the **NEAP Scholarship Secretariat** through email scholarships@deped.gov.ph and or landline (02) 8715-9919.
7. For immediate dissemination and appropriate action.

Enclosures:

Enclosure 1 – Checklist of General Eligibility Requirements

Enclosure 2 – List of Requirements for the JICA SDGs Global Leader Program JFY 2024-2025

Enclosure 3 – Scholarship Clearance

Copy furnished:

OFFICE OF THE SECRETARY

[NEAPScholarshipSecretariat/Bedana]



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[Enclosure 1]

GENERAL ELIGIBILITY REQUIREMENTS/CHECKLIST

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

Remarks (✓, ✗, 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



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	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. i. Must be willing to prepare, share, and implement a Scholarship Report and Work Application Plan (WAP).	(shall be complied after being officially nominated)
	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.	



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[Enclosure 2]

List of Requirements for the SDGs Global Leader JFY 2024 Application

Guest ID: LTTP Password: 13FjBpSJ

Link: <https://jica.gigapod.jp/q782175160e7e1f0a13e1ca3cac5994d8b454991d>

1. SDGs Application Form
 - Containing ID Photo (Page 1), Official Stamp/Dry Seal (if applicable) and Signature of the Nominator (Page 5), and Date indicated (Page 8) is within the application period
2. Annex 1: Declaration of Desired Universities Form (refer to SDGs Application Form for form)
 - Provide up to 3 target universities/program
3. Annex 2: Research and Career Plan Form (refer to SDGs Application for Form)
4. Annex 3: Medical History Form (refer to SDGs Application for Form)
5. Master's Thesis (for Doctoral Application)
6. Certified True Copy of Graduation Certificate/s (from Undergraduate and Graduate Degrees completed)
7. Certified True Copy of Transcript of Records (from Undergraduate and Graduate Degrees completed)
8. Valid English Certificate (IELTS, TOEFL, Duolingo, Certificate of English as Medium of Instruction in University)
 - Please refer to List of Universities (Columns AO and AT) on the requirement per university.
9. Medical Certificate
 - Stating that the applicant is physically and mentally fit to study in Japan
10. Official Passport Copy
 - If not yet available, personal passport copy will suffice. If no passport is available at the time of application, any valid ID containing full name, nationality, sex and date of birth will suffice for the meantime.



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[Enclosure 3]

SCHOLARSHIP CLEARANCE

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



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	Certificate of Completion)	of	(State the reason below)
VIII. Reason/s for Non-Completion (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>		
IX. Service Obligation	No. of Months/Yrs Required	No. of Months/Yrs Completed	
X. Reason for Non-Completion (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

This is to certify that the information in this form and the supporting documents attached hereto are true and correct



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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



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