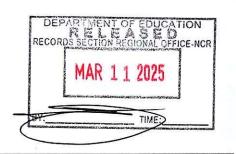


Republic of the Philippines Department of Education

NATIONAL CAPITAL REGION



March 10, 2025

REGIONAL MEMORANDUM

No. € . 237 ____, s. 2025

To: Schools Division Superintendents

All Others Concerned

CALL FOR NOMINATIONS FOR THE SEAMEO INNOTECH SOUTHEAST ASIAN SCHOOL LEADERSHIP PROGRAM UNDER THE SEAMEO EDUCATIONAL DEVELOPMENT FUND

- 1. In reference to the attached Memorandum DM-OUHROD-2025-0597, dated 06 March 2025, from Wilfredo E. Cabral, Undersecretary for Human Resource and Organizational Development, and Carmela C. Oracion, Assistant Secretary for Human Resource and Organizational Development (National Educators Academy of the Philippines), this Office informs the field of the above-mentioned subject.
- 2. The Participant Nomination Form and required documents must be accomplished and uploaded (in PDF form) on or before **15 March 2025**, through the Microsoft Form which can be accessed through the link: https://forms.office.com/r/3ps14p3QiU. Kindly use official DepEd email accounts in submitting the requirements.
- 3. 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 <u>richard.vidal@deped.gov.ph</u>.
- 4. For the full details, please see enclosed Memorandum.
- 5. Immediate dissemination of this Memorandum is desired.

Regional Director, NCR concurrent Officer-In-Charge, Office of the Assistant Secretary for Operations

Encl. as stated rdv/hrdd







Address: 6 Misamis Street, Bago Bantay, Quezon City
Email Address: ncr@deped.gov.ph
Website: http://www.depedncr.com.ph





Department of Education

OFFICE OF THE UNDERSECRETARY

HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM DM-OUHROD-2025-0597

FOR

: Undersecretaries

Assistant Secretaries

Bureau and Service Directors

Regional Directors

Schools Division Superintendents

School Heads

All Others Concerned

FROM

WILFREDO E. CABRAL

Undersecretary

Human Resource and Organizational Development

Carmela Chrain CARMELA C. ORACION

Assistant Secretary

Human Resource and Organizational Development (National Educators Academy of the Philippines)

SUBJECT

: CALL FOR NOMINATIONS FOR THE SEAMEO INNOTECH SOUTHEAST ASIAN SCHOOL LEADERSHIP PROGRAM UNDER

THE SEAMEO EDUCATIONAL DEVELOPMENT FUND

DATE

06 March 2025

 The Southeast Asian Ministers of Education Organization Regional Centre for Educational Innovation and Technology (SEAMEO INNOTECH) announces its Call for Nominations for the regular scholarship offering titled Southeast Asian School Leadership Program (SEA-SLP), with course details as follows:

| Course Title | Southeast Asian School Leadership Program | | |
|--|--|--|--|
| Course Schedule | 07 April – 13 June 2025 | | |
| No. of Slots | Three (3) | | |
| Modality | Phase 1 – Online Phase 2 – Face-to-face Phase 3 – Online | | |
| - School Heads (Directors, Administrators, Printing and Assistant Principals with at least five (5) years supervisory experience in a school; or | | | |











| | - Officials and personnel from the Department of Education who are responsible for designing and managing learning programs for school leaders | |
|---|--|--|
| - Computer literate and with access to stable in connection - Able to understand, speak, and write in Engling and willing to apply new learnings and them with other school heads - Committed to actively participate in and composures | | |
| Deadline of Submission | 15 March 2025 | |

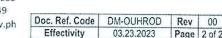
- 2. For selection purposes, the National Educators Academy of the Philippines (NEAP) encourages each Central Office Bureau/Service/Office and Regional Office to nominate at least one (1) qualified participant. All nominees must meet the qualifications and submit the documentary requirements listed in *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 15 March 2025, through the Microsoft Office Form which can be accessed through the link https://forms.office.com/r/3ps14p3QiU. 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.
- Heads of offices/immediate supervisors of the participants shall make the necessary arrangements to ensure that office operations and classes will not be disrupted.
- 6. Should you have questions or concerns, please coordinate with the **NEAP Scholarship Secretariat** through email <u>scholarships@deped.gov.ph</u> and/or landline (02) 8715-9919.
- 7. For dissemination and appropriate action.

Copy furnished:
OFFICE OF THE SECRETARY
OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING
OFFICE OF THE UNDERSECRETARY FOR OPERATIONS
OFFICE OF THE ASSISTANT SECRETARY FOR EXTERNAL PARTNERSHIPS SERVICE

[NEAPScholarshipSecretariat/Pereyra/Bedana]











Department of Education

NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

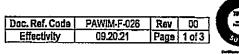
Enclosure 1

GENERAL ELIGIBILITY REQUIREMENTS/CHECKLIST

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

| 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. | I | |
| | 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 | |
| | 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). | | |
| | 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) | |
| | 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 | |







Department of Education

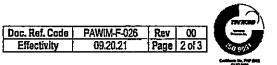
NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

Enclosure 2

SCHOLARSHIP CLEARANCE

| I. NAME | | |
|--|---|--|
| II. Position/Designation | | |
| III. Permanent Station | | |
| IV. Has availed any scholarship program | □ Yes □ No | If yes, fill out sections V-X, as applicable. |
| | Program Type | Title of the Program |
| V. Scholarship Program | □ Degree □ Non-Degree | |
| VI. Scholarship Duration | | |
| VII. Status | Completed the course (Submit a copy of Certificate of Completion) | Withdrawn from the Course (State the reason below) |
| VIII. Reason/s for Non-Completion (must be supported by attachments) | □ Resignation □ Transfer □ Retirement □ Others Explain further. | |
| IX. Service Obligation | No. of Months/Yrs Required | No. of Months/Yrs Completed |





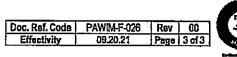


Department of Education

NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

| X. Reason for Non-Completion (must be supported by attachments) | Explain further. | usfer Retirement Others The control of the contr |
|---|---------------------------------|--|
| and correct Name and Signature of the Sci | | Date and Time |
| | this form and the supporting do | cuments attached hereto are true and correct |
| (SDO - HE | | Date and Time |
| Name and Signature of the Re | | Date and Time |





Email Address: neap.od@deped.gov.ph