



Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY
Digos City



DIVISION MEMORANDUM
No. 936, S. 2018

24 September 2018

**ATTENDANCE IN THE VALIDATION WORKSHOP ON
SCHOLARSHIP MANAGEMENT GUIDELINES**

TO: CECILE C. UY
EPS II - HRD;

1. This has reference to the attached Regional Memorandum dated 20 September 2018, and memorandum DM-CI-2018-00322 dated 10 September 2018, entitled "*Validation Workshop on Scholarship Management Guidelines*", scheduled on October 9-12, 2018 at Puerto Princesa City, Palawan – the official venue of which shall be announced in a regional advisory.
2. The objective of the validation workshop is to review and validate the identified processes and mechanisms in managing scholarships.
3. Relative to this, you are hereby directed to attend the above mentioned activity. Please give attention to the enclosures particularly the confirmation requirements.
4. Travel expenses, including per diem, and other incidental expenses shall be charged against division HRD funds/local funds subject to the usual accounting and auditing rules and regulations.
5. For your guidance and compliance.

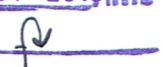
WINNIE E. BATON, EdD
Office-In-Charge
Office of the Schools Division Superintendent

For and in the absence of the SDS:


SOLLIE B. OLIVER, LLB, MATE
Chief Education Supervisor
SGOD

Encl: As stated
To be indicated in the Perpetual Index under the following subjects: SCHOLARSHIP; SCHOLARSHIP MANAGEMENT
CUY-HRD: 24 September 2018: Attendance in the Validation Workshop on Scholarship Management Guidelines

Roxas Street cor. Lopez Jaena Street, Zone II, Digos City 8002 ☎ 553-8396/553-8376/553-9170/553-8375
📠 553-8396/553-8376 🌐 www.depeddigoscity.org ✉ digos.city@deped.gov.ph

DepEd Schools Division Office
RELEASED
18294
OCT 3 2018 2:40
av: 



Republika ng Pilipinas
KAGAWARAN NG EDUKASYON
Rehiyon XI
Lungsod ng Davao
Tanggapanang Panrehiyon



Address: F. Torres Street, Davao City (8000)

Internet Address (URL) www.region11.depEd.gov.ph

Telefax Nos.(082) 227-1102; 221-8459; 221-9428; 227-0943; 227-8025; 2222617; 2270941; 2218435

September 20, 2018

REGIONAL MEMORANDUM

No. 178 s. 2018

Validation Workshop on Scholarship Management Guidelines

To : **Schools Divisions Superintendents**
Digos City, IGACOS, Davao del Norte, Davao City, Compostela
Valley, Tagum City, Davao Occidental (DepED RO XI)

1. In view of the effort of the Department of Education to fully support the continues learning and development of its human resource through local and foreign scholarships. The National Educators Academy of the Philippines (NEAP) will hold a validation workshop on October 9 -12, 2018 at Puerto Princesa City, Palawan. Official venue will be announced through a regional advisory.
2. This validation workshop on scholarship management guidelines aims to review and validate the identified processes and mechanisms in managing scholarships.
3. Below are the details on the names of participants in the Regional Office and Schools Division Office.

Type of Participant	Name of Participant	Regional Office/Schools Division Office
A. Regional Scholarship Focal Person	1. Lorna F. Mapinogos	Regional Office
B. Personnel Development Committee	2. Danilo M. Canda 3. Mariane T. Bitacura	Regional Office
C. Division Scholarship Focal Person	4. Cecil C. Uy 5. Evangeline C. Bongcac 6. Gay P. Taguiran	Digos City IGACOS Davao del Norte
D. Scholarship Recipients	7. Faith B. Ortega 8. Flordelin Buyao 9. Joan Cabahug 10. Ana Theresa B. Tocmo	Davao City Tagum City Compostela Valley Davao Occidental

4. Attached is Memorandum DM-CI-2018-00322 for your reference and information.
5. Wide and immediate dissemination of this Memorandum is earnestly enjoined.


ATTY. ALBERTO T. ESCOBARTE, CESO III
Regional Director

Reference: DM-CI-2018-00322
ROHRDD/ROH2/ROH5

Enabling, Accountability, God-fearing Leadership with Ethical and Transparent Governance

DEPARTMENT OF EDUCATION ROXI

RECORDS SECTION
RELEASED

By: 1909-5574

Date: 9/21/18 Time: 9:34A



Republic of the Philippines
Department of Education

WORKSHOP ON THE VALIDATION OF THE SCHOLARSHIP MANAGEMENT GUIDELINES
Puerto Princes City, Palawan

CONFIRMATION SHEET

☐ Batch 1 (October 8-10)

☒ Batch 2 (October 10-12)

Region: XI

Type of Participant	Name of Participant
A. Regional Scholarship Focal Person	1. Lorna F. Mapinogos Contract Details: (082)2217611,
B. Personnel Development Committee	2. Danilo M. Canda 3. Mariane T. Bitacura
C. Division Scholarship Focal Person	4. Cecil C. Uy 5. Evangeline C. Bongcac 6. Gay P. Taguiran
D. Scholarship Recipients	7. Faith B. Ortega 8. Flordelin Buyao 9. Joan Cabahug 10. Ana Theresa B. Tocmo

Approved by: 
ATTY. ABERTO T. ESCOBARTE, CESO III
Regional Director

Note: Please email the accomplished confirmation sheet to neap.pdd@deped.gov.ph not later than October 1, 2018. For inquiries, please call Jerson Capuyan at (02)6339455 or at 0995-315-7586. Participants should register online on or before October 3.

Online registration: deped.in/scholar

NEAP-PDD/Capuyan



Undersecretary for Curriculum and Instruction

MEMORANDUM
DM-CI-2018- 00322

FOR: Regional Secretary, DepEd-ARMM
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
Heads of Public Elementary and Secondary Schools

FROM: 
LORNA DIG DINO, Ph.D.
Undersecretary for Curriculum and Instruction

SUBJECT: **VALIDATION WORKSHOP ON SCHOLARSHIP MANAGEMENT GUIDELINES**

DATE: 10 September 2018

1. The Department of Education (DepED) fully supports the continuous learning and development of its human resource through local and foreign scholarships to enhance the efficiency and responsiveness of its workforce.
2. The National Educators Academy of the Philippines (NEAP), as the Scholarship Secretariat, will conduct a policy validation workshop on the following dates in Puerto Princesa City, Palawan.

Batch	Date	Venue
Batch 1 NCR, CAR, Regions I, II, III, IV-A, IV-B, V	October 8-10	to be announced
Batch 2 ARMM, Region VI, VII, VIII, IX, X, XI, XII, CARAGA	October 10-12	to be announced

3. The workshop aims for the participants to review and validate the identified processes and mechanisms in managing scholarships.
4. Participants of this activity are (a) members of the National Technical Working Group, (b) focal persons/personnel involved in managing scholarship processes, and (c) past scholarship recipients who have not attended the 2018 Scholars' Circle.
5. Travel expenses of the participants, including per diem, shall be charged against division and regional HRD Funds/ local funds, while expenses of DepED Central Office participants will be charged to local funds. Both are subject to the usual accounting and auditing rules and regulations.

6. Please refer to the matrix below regarding meals, and board and lodging.

Batch	Date	Breakfast	AM Snack	Lunch	PM Snack	Dinner	Board & Lodging
1	October 7 (Day 0)					✓	✓
	October 8 (Day 1)	✓	✓	✓	✓	✓	✓
	October 9 (Day 2)	✓	✓	✓	✓	✓	✓
	October 10 (Day 3)	✓					
2	October 9 (Day 0)					✓	✓
	October 10 (Day 1)	✓	✓	✓	✓	✓	✓
	October 11 (Day 2)	✓	✓	✓	✓	✓	✓
	October 12 (Day 3)	✓					

7. Please refer to the following enclosures: (1) indicative program of activities, (2) list of expected participants, and (3) copy of the confirmation sheet which should be emailed to neap.pdd@deped.gov.ph. Confirmed participants should register online at deped.in/scholar not later than 1 October 2018.
8. For confirmation of attendance and further inquiries, kindly contact **Jerson Capuyan** of the National Educators' Academy of the Philippines- Professional Development Division (NEAP-PDD) at 0995-315-7586/ 633-945.

Annex A: LIST OF EXPECTED PARTICIPANTS

		Number of Pax
National Technical Working Group A. National Educators Academy of the Philippines 1. Director John Arnold Siena 2. Leonardo Nuestro Jr. 3. Anna Marie Baligod-San Diego 4. Caroline Anne Miranda 5. Jerson Capuyan 6. Adison Lozano 7. Ana-Sol Reyes 8. Fe Almodiel 9. Sarah Jane Atienza 10. John Christopher Lorenzo B. Bureau of Learning Delivery 11. Joseph Randolph Palattao C. Bureau of Human Resource and Organizational Development 12. Millie Jane Fudolig Scholarship Focal Persons A. Office of the Undersecretary for Planning and Field Operations (1) B. Office of the Undersecretary for Curriculum and Instruction (1) C. PS - Policy Research and Development Division (1) D. External Partnership Service (1) E. International Cooperation Office (1) F. BHRD - Personnel Division (2) Documentation G. Publications Division - Multimedia Unit (1)		20
Field Participants A. Regional Scholarship Focal Person (1) B. School Scholarship Focal Person / Head, Personnel Development Committee/ School Head (2) C. Division Scholarship Focal Persons (3) D. Scholarship Recipients (4)		10
Batch 1 (October 8-10) NCR CAR Region I Region II Region III Region IV-A Region IV-B Region V	Batch 2 (October 10-12) Region VI Region VII Region VIII Region IX Region X Region XI Region XII CARAGA ARMM	Batch 1 8x10=80 Batch 2 9x10=90



Republic of the Philippines
Department of Education

WORKSHOP ON THE VALIDATION OF THE SCHOLARSHIP MANAGEMENT GUIDELINES
Puerto Princesa City, Palawan

CONFIRMATION SHEET

☐ Batch 1 (October 8-10)

☐ Batch 2 (October 10-12)

Region: _____

Type of Participant	Name of Participant
A. Regional Scholarship Focal Person (1)	1.
	Contact Details:
B. School Scholarship Focal Person / Head, Personnel Development Committee/ School Head (2)	2.
	3.
C. Division Scholarship Focal Persons (3)	4.
	5.
	6.
D. Scholarship Recipients (4)	7.
	8.
	9.
	10.

Approved by: _____
Regional Director

Note: Please email the accomplished confirmation sheet to neap.pdd@deped.gov.ph not later than October 1, 2018. For inquiries, please call Jerson Capuyan at (02) 633-9455 or at 0995-315-7586. Participants should register online on or before October 3.

Online registration: deped.in/scholar

NEAP-PDD/Capuyan

2/F Mabini Building, DepEd Complex, Meralco Avenue, Pasig City 1600 ☎ Telefax No. 638-8638 ✉ email add: neapdo.depedco@gmail.com

Grow. Empower. Transform.





Republic of the Philippines
Department of Education

WORKSHOP ON THE VALIDATION OF THE SCHOLARSHIP MANAGEMENT GUIDELINES

Puerto Princesa City, Palawan

Batch 1 (October 8-10) | Batch 2 (October 10-12)

PROGRAM OF ACTIVITIES

Day 1		
7:45 – 8:15	0:30	Registration
8:15 – 9:00	0:45	Opening Program • Prayer • National Anthem • Introduction of Participants • Welcome Message
9:00 – 9:45	0:45	Workshop 1: • Leveling of Expectations • Norm Setting • Statement of Purpose
9:45 – 10:00	0:15	Break
10:00 – 11:00	1:00	Plenary 1: Scholarships and the HR System
11:00 – 12:00	1:00	Plenary 2: Scholarship Management in DepEd and Preparation for Breakout Sessions
12:00 – 1:00	1:00	Lunch
1:00 – 3:00	2:00	Breakout Sessions : Definitions, Types of Scholarship, Scholarship Committees
3:00 – 3:15	0:15	Break
3:15 – 5:00	1:45	Presentation of Outputs
Day 2		
7:45 – 8:05	0:20	Management of Learning
8:05 – 10:05	2:00	Breakout Sessions: Scholarship Management Cycle, M&E Mechanisms, Special Provisions
10:05 – 10:20	0:15	Break
10:20 – 12:00	1:40	Presentation of Outputs
12:00 – 1:00	1:00	Lunch
1:00 – 2:30	1:30	Breakout Sessions : Partnerships, Templates, Special Provisions
2:30 – 3:30	1:00	Presentation of Outputs
3:30 – 3:45	0:15	Break
3:45 – 4:00	0:45	Next Steps
4:00 – 5:00	1:00	Closing Program • Distribution of Certificates • Closing Message

