

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



Address: F. Torres Street, Davao City (8000)  
Telefax Nos.(082) 227-1102; 221-8459; 221-9428; 227-0943; 227-8025; 2222617;2270941;2218435

Internet Address (URL) [www.region11.depEd.gov.ph](http://www.region11.depEd.gov.ph)

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

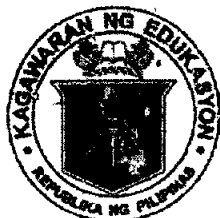
Type of Participant	Name of Participant
A. Regional Scholarship Focal Person	1. Lorna F. Mapinogos Contract Details: (082)2217611,
B. Personnel Development Committee	2. Danilo M. Canda 3. Mariane T. Bitacura
C. Division Scholarship Focal Person	4. Cecil C. Uy 5. Evangeline C. Bongcac 6. Gay P. Taguiran
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](mailto: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](http://deped.in/scholar)

NEAP-PDD/Capuyan



Republic of the Philippines

## Department of Education

DepEd Complex, Meralco Avenue, Pasig City, Philippines

Direct Line: (632) 633-7202/687-4146 Fax: (632) 631-5057

E-mail: lorna.dino@deped.gov.ph Website: [www.deped.gov.ph](http://www.deped.gov.ph)



264614

*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 D. Dino*

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](mailto:neap.pdd@deped.gov.ph). Confirmed participants should register online at [deped.in/scholar](http://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**

		<b>Number of Pax</b>
<b>National Technical Working Group</b> <b>A. National Educators Academy of the Philippines</b> 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>B. Bureau of Learning Delivery</b> 11. Joseph Randolph Palattao <b>C. Bureau of Human Resource and Organizational Development</b> 12. Millie Jane Fudolig <b>Scholarship Focal Persons</b> 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. BHROD - Personnel Division (2) <b>Documentation</b> G. Publications Division - Multimedia Unit (1)		20
<b>Field Participants</b> 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
<b>Batch 1 (October 8-10)</b> NCR CAR Region I Region II Region III Region IV-A Region IV-B Region V	<b>Batch 2 (October 10-12)</b> Region VI Region VII Region VIII Region IX Region X Region XI Region XII CARAGA ARMM	<b>Batch 1</b> 8x10=80  <b>Batch 2</b> 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](mailto: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](http://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](mailto: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**

<b>Day 1</b>		
7:45 - 8:15	0:30	Registration
8:15 - 9:00	0:45	Opening Program <ul style="list-style-type: none"> <li>• Prayer</li> <li>• National Anthem</li> <li>• Introduction of Participants</li> <li>• Welcome Message</li> </ul>
9:00 - 9:45	0:45	Workshop 1: <ul style="list-style-type: none"> <li>• Leveling of Expectations</li> <li>• Norm Setting</li> <li>• Statement of Purpose</li> </ul>
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
<b>Day 2</b>		
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 <ul style="list-style-type: none"> <li>• Distribution of Certificates</li> <li>• Closing Message</li> </ul>

6

