



Republic of the Philippines  
**Department of Education**  
 REGION V - BICOL



Office of the Regional Director

August 15, 2023

**REGIONAL MEMORANDUM**

No. 372 s. 2023

**SEAMEO SEPS' TRAINING COURSE OFFERING TITLED, "SUFFICIENCY ECONOMY PHILOSOPHY TOWARDS SUSTAINABILITY (SEP4School)"**

To: Schools Division Superintendents  
 All Others Concerned

- The SEAMEO Regional Centre for Sufficiency Economy Philosophy for Sustainability (SEAMEO-SEPS) announces its training course entitled Sufficiency Economy Philosophy Towards Sustainability (SEP4School).
- Applicants' Criteria set by SEAMEO-SEPS

SCHOOL PRINCIPAL	TEACHER
Has at least five (5) years of experience as a school principal for lower secondary level (Grades 7-9)	Has at least five (5) years of experience in teaching lower secondary level (Grades 7-9)
Have a positive potential to learn and apply the SEP approach as a guideline for school activity model towards sustainable development in school, social contexts, communities, and home countries.	Able to design and develop teaching plans. Have a positive potential to learn and apply the SEP approach as a guideline for school activity model towards sustainable development in school social contexts, communities, and home countries.

- Each SDO is requested to **nominate one (1) Secondary School Principal and one (1) Secondary School Teacher at the same school**. All nominees must meet the qualifications and submit the documentary requirements as listed in Enclosure 1.
- Soft copies of the documents shall be emailed to [hrdd.rov@deped.gov.ph](mailto:hrdd.rov@deped.gov.ph) on **or before 12:00 noon on August 18, 2023**. Late documents shall not be accepted.
- Enclosed is the General Eligibility Requirements/Checklist and Scholarship Clearance for reference.



Regional Center Site, Rawis, Legazpi City 4500


0969 516 9555  
 region5@deped.gov.ph

*[Handwritten signature]*



DEPED-RM-NO EM 764

6. Immediate dissemination of this Memorandum is desired.

  
**GILBERT T. SADSAD**  
Regional Director

Encls: As stated  
To be indicated in the Perpetual Index  
under the following subjects:  
SCHOLARSHIP  
PROFESSIONAL GROWTH  
SPECIAL EDUCATION



Republic of the Philippines  
**Department of Education**  
REGION V - BICOL  
**SCHOOLS DIVISION OFFICE OF CATANDUANES**



August 23, 2023

TO: Assistant Schools Division Superintendent  
Chief Education Supervisors  
Education Program Supervisors  
Public Schools District Supervisors/In-Charge of Districts  
Elementary and Secondary School Heads  
All Other Concerned

For widest dissemination to all concerned.

  
**SOCORRO V. DELA ROSA, CESO V**  
Schools Division Superintendent

**GENERAL ELIGIBILITY REQUIREMENTS/CHECKLIST**

Name:	
Scholarship Program	
Sponsoring Agency/Organization	
Region	
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.	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.	



Republic of the Philippines  
**Department of Education**  
 NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

**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>



Address: 2/F Mabini Building, DepEd Complex, Meralco Avenue, Pasig City 1600  
 Telephone Nos.: 8715 9919  
 Email Address: [scholarships@deped.gov.ph](mailto:scholarships@deped.gov.ph)  
 Website:



Republic of the Philippines  
**Department of Education**  
 NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

<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
<b>APPROVED</b>	
Name and Signature of the Recommending Authority (RO-HRDD)	Date and Time



Address: 2/F Mabini Building, DepEd Complex, Meralco Avenue, Pasig City 1600  
 Telephone Nos.: 8715-9919  
 Email Address: [scholarships@deped.gov.ph](mailto:scholarships@deped.gov.ph)  
 Website: