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Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF PANABO CITY

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

SGOD-2025-0305

To: Assistant Schools Division Superintendent
Chief Education Supervisor (SGOD)
Chief Education Supervisor (CID)
Education Program Supervisors
Public Schools District Supervisors
All Elementary and Secondary Public Teachers/School Heads
All Concerned Personnel

Subject: **DISSEMINATION OF INFORMATION FOR SINGAPORE COOPERATION PROGRAMME TRAINING “EMPOWERING PERSONS WITH DISABILITIES AND SPECIAL NEEDS”**

Date: June 27, 2025

Attached is Regional Memorandum HRDD-2025-152 re: **DISSEMINATION OF INFORMATION FOR SINGAPORE COOPERATION PROGRAMME TRAINING “EMPOWERING PERSONS WITH DISABILITIES AND SPECIAL NEEDS”**, details are found in the enclosures, contents of which are self-explanatory.

For information and guidance.


JINKY B. FIRMAN PhD, CESO VI
Schools Division Superintendent

RELEASED

JUL 02 2025

RECORDS SECTION SGD PANABO CITY



Enclosed: As stated.
SGOD/ABA/HRDS/KSD



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Panabo City, Davao del Norte
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Republic of the Philippines
Department of Education
DAVAO REGION

June 24, 2025

REGIONAL MEMORANDUM
HRDD-2025-152

DISSEMINATION OF INFORMATION FOR SINGAPORE COOPERATION
PROGRAMME TRAINING "EMPOWERING PERSONS WITH
DISABILITIES AND SPECIAL NEEDS"

To: Assistant Regional Director
Schools Division Superintendents
Chief Education Supervisors of the Human Resource Development
Division and Curriculum Learning and Management Division

1. This has reference to DM-OUHROD-2025-1592, titled Call for Nomination for Singapore Cooperation Programme Training "Empowering Persons with Disabilities and Special Needs". The course details are as follows:

Course Schedule	November 17-21 November 2025
No. of Slots	One (1)
Modality	Face to face (Singapore)
Target Participants	Mid-level-senior-level government officials involved in social policy planning and development
Deadline of Submission	June 30, 2025

2. For selection purposes, Schools Division Offices are encouraged to nominate and indorse to the Regional Scholarship Secretariat at least one (1) qualified participant, for consideration. The Nomination Form and required documents must be accomplished and uploaded (in PDF form) on or before 30 June 2025. Use official DepEd email accounts in accessing <https://forms.office.com/r/uAtTMe4iRE> for submission of requirements.

3. HRDD-RNEAP further underscores its commitment that the established qualifications and selection parameters for DepEd scholarship programs are in adherence to the Equal Opportunity Principle (EOP). Further details and information are found in the enclosures.

4. Immediate dissemination of this Memorandum is directed.

DEPARTMENT OF EDUCATION RUM
RECORDS SECTION
RELEASED
Encl.: As stated
ROH1/nrb
ALLAN G. FARNAZO
Director IV
Date: June 27, 2025

Encl.: As stated

ROH1/nrb



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Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY

HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

DEPARTMENT OF EDUCATION ROA

MEMORANDUM

DM-OUHRD-2025-1592

TO : Bureau/Service Directors
Regional Directors
Schools Division Superintendents
All Others Concerned

FROM : WILFREDO E. CABRAL
Undersecretary
Human Resource and Organizational Development

Carmela C. Oracion
CARMELA C. ORACION
Assistant Secretary
Human Resource and Organizational Development
(National Educators Academy of the Philippines)

SUBJECT : CALL FOR NOMINATION FOR SINGAPORE COOPERATION PROGRAMME TRAINING "EMPOWERING PERSONS WITH DISABILITIES AND SPECIAL NEEDS"

DATE : 16 June 2025

1. The Singapore Cooperation Programme (SCP) announces its **Call for Nomination** for its training program titled ***Empowering Persons with Disabilities and Special Needs***, with course details as follows:

Course Title	Empowering Persons with Disabilities and Special Needs
Course Schedule	17-21 November 2025
No. of Slots	One (1)
Modality	Face-to-face (Singapore)
Target Participants	Mid-level – senior-level government officials involved in social policy planning and development
Deadline of Submission	30 June 2025

2. For selection purposes, NEAP encourages each Central Office Bureau/Service and Regional Office (RO) 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 30 June 2025, through the Microsoft Office Form which can be accessed through the link <https://forms.office.com/r/uAtTMe4iRE>. Kindly use official DepEd email accounts in submitting the requirements.
4. NEAP shall screen and evaluate the nominations submitted by the ROs based on the prescribed criteria, and endorse the qualified participants to TESDA.
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, direct sending of requirements to the Secretariat's email, discrepancies in documents, etc.
6. NEAP further reiterates that the established qualifications and selection parameters for its scholarship programs are in adherence to the Equal Opportunity Principle (EOP).
7. Should you need additional information or have any concerns, please contact the **NEAP Scholarship Secretariat** through email scholarships@deped.gov.ph and/or landline (02) 8715-9919.
8. For immediate dissemination and appropriate action.

Enclosures:

Enclosure 1 – Checklist of General Eligibility Requirements

Enclosure 2 – Scholarship Clearance

Copy furnished:

OFFICE OF THE SECRETARY



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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.	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
	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)



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	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
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ADDITIONAL DOCUMENTARY REQUIREMENT BY TESDA

- Photocopy of VALID Passport
- Diploma/Transcript of Records
- Medical Result (ECG/URINALYSIS/X-RAY/FECCALYSIS) and Medical Certificate that you are physically fit to undergo foreign training.



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SCHOLARSHIP CLEARANCE

I. NAME		
II. Position/Designation		
III. Permanent Station		
IV. Has availed any scholarship program	<input type="checkbox"/> Yes <input type="checkbox"/> No	
V. Scholarship Program		
VI. Scholarship Duration		
VII. Status	<input type="checkbox"/> Completed the course (Submit a copy of Certificate of Completion)	<input type="checkbox"/> Withdrawn from the Course (State the reason below)



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<p>VIII. Reason/s for Non-Completion (must be supported by attachments)</p>	<p><input type="checkbox"/> Resignation <input type="checkbox"/> Transfer <input type="checkbox"/> Retirement <input type="checkbox"/> Others <i>Explain further.</i></p>	
<p>IX. Service Obligation</p>	<p>No. of Months/Yrs Required</p>	<p>No. of Months/Yrs Completed</p>
<p>X. Reason for Non-Completion (must be supported by attachments)</p>	<p><input type="checkbox"/> Resignation <input type="checkbox"/> Transfer <input type="checkbox"/> Retirement <input type="checkbox"/> Others <i>Explain further.</i></p>	
<p><i>I hereby attest that the information in this form and the supporting documents attached hereto are true and correct</i></p>		
<p>Name and Signature of the Scholar</p>	<p>Date and Time</p>	
<p><i>This is to certify that the information in this form and the supporting documents attached hereto are true and correct</i></p>		
<p>Name and Signature of the Recommending Authority (SDO - HRDD)</p>	<p>Date and Time</p>	
<p>APPROVED</p>		





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Name and Signature of the Recommending Authority

(RO-HRDD)

Date and Time