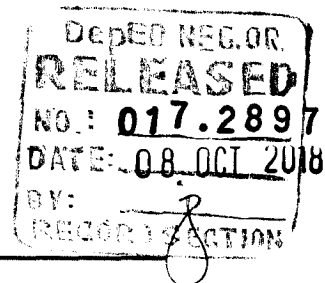




Republic of the Philippines
DEPARTMENT OF EDUCATION
Region VII, Central Visayas
SCHOOLS DIVISION OF NEGROS ORIENTAL
www.depednegor.net



October 5, 2018

TRAVEL ORDER

NO. 1095, s. 2018

TO : **DR. DAN P. ALAR**
SEPS, HRDS

MRS. CHERYL MAE HONGCUAY
SCHOOL HEAD MABINAY SCIENCE HIGH SCHOOL

OFFICE : Division of Negros Oriental

PURPOSE : To attend the **VALIDATION WORKSHOP ON SCHOLARSHIP**
MANAGEMENT GUIDELINES

DATE OF TRAVEL : October 10-12, 2018

VENUE/PLACE : Puerto Princesa City, Palawan

ALLOWED/CHARGED TO: **PPRD/HRTD/Division MOOE funds**, subject to the usual accounting and auditing rules and regulations

: Transportation and other incidental expenses

: Accommodation

WILFREDA D. BONGALBS, PH.D., CE5O V
Schools Division Superintendent
[Signature]



REPUBLIKA NG PILIPINAS
REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG EDUKASYON
DEPARTMENT OF EDUCATION
REHIYON VII, GITNANG VISAYAS
REGION VII, CENTRAL VISAYAS
Sudlon, Lahug, Cebu City



MEMORANDUM

To : Dr. Bianito A. Dagatan
Schools Division Superintendent
Cebu City

Dr. Rhea Mar A. Angtud
Schools Division Superintendent
Cebu Province

Dr. Senen P. Paulin
Schools Division Superintendent
Carcar City

Dr. Marilyn S. Andales
Schools Division Superintendent
Lapu-Lapu City

Dr. Gregorio Cyrus R. Elejorde
Schools Division Superintendent
City of Naga

Dr. Virginia C. Zapanta
Schools Division Superintendent
Tagbilaran City

Dr. Wilfreda D. Bongalos
Schools Division Superintendent
Negros Oriental

From : **SALISTIANO T. JIMENEZ, CESO VI**
~~Undersecretary for Curriculum~~
Director IV

Subject : VALIDATION WORKSHOP ON SCHOLARSHIP MANAGEMENT GUIDELINES

Date : October 2, 2018

- Enclosed is Memorandum No. DM-CI-2018-00322 from Dr. Lorna Dig Dino, Undersecretary for Curriculum and Instruction, dated September 10, 2018 relative to the Validation Workshop on Scholarship Management Guidelines on October 10-12, 2018 in Puerto Princesa City, Palawan.
- In this connection, this Office is sending the following personnel to this undertaking, to wit:

NAME	DIVISION/OFFICE
1. Sinfronia R. Berdin	RO VII
2. Chloe Garrucha	Cebu Province
3. John Jennis Trinidad	Cebu Province
4. Jessica Sabla-on	Cebu City
5. John Mick Fernandez	Cebu City
6. Maritoni Baldespinosa	Carcar City
7. Dan Alar	Negros Oriental
8. Cheryl Mae Hangcuay	Negros Oriental
9. Felomina Tanggaan	Tagbilaran City
10. Ma. Socorro Cuizon	Lapu-Lapu City

Office of the Director (ORDir), Tel. Nos.: (032) 231-1433; 231-1309; 414-7399; 414-7325; Office of the Assistant Director, Tel. No.: (032) 255-4542
Field Technical Assistance Division (FTAD), Tel. Nos.: (032) 414-7324 Curriculum Learning Management Division (CLMD), Tel. Nos.: (032) 414-7323
Quality Assurance Division (QAD), Tel. Nos.: (032) 231-1071 Human Resource Development Division (HRDD), Tel. No.: (032) 255-5239
Education Support Services Division (ESSD), Tel. No.: (032) 254-7062 Planning, Policy and Research Division (PPRD), Tel. Nos.: (032) 233-9030;
414-7065 Administrative Division, Tel. Nos.: (032) 414-7326; 414-4367; 414-7366; 414-7322; 414-4367
Finance Division, Tel. Nos.: (032) 256-2375; 253-8061; 414-7321

"ESQ 2015: Kawapatan ng Lahat, Panangyatan ng Lahat"

3. For more details, refer to the attached communication.
4. This Memorandum serves as Authority to Travel.
5. For the information and compliance of all concerned.

JAU/STI/MGB/srb



RM00 2018-0919-07745

Republic of the Philippines

Department of Education

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E-mail: lorna.dino@deped.gov.ph Website: www.deped.gov.ph



Department of Education
Region I
RD2018-3068
17-Sep-18

367617

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

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 <ul style="list-style-type: none"> • Prayer • National Anthem • Introduction of Participants • Welcome Message
9:00 - 9:45	0:45	Workshop 1: <ul style="list-style-type: none"> • 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 <ul style="list-style-type: none"> • Distribution of Certificates • Closing Message