

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

September 23, 2019

019.3047
23 SEP 2019
for

TRAVEL ORDER

No. 1228, s. 2019

TO : **DR. DAN P. ALAR- Senior Education Program Specialist-HRD**

PURPOSE : **To attend the Orientation on the Scholarship Management Processes**

DATE OF TRAVEL : **October 8-10, 2019**

VENUE/PLACE : **Bohol Tropics, Tagbilaran City, Bohol**

ALLOWED/CHARGED TO: *(Subject to the usual accounting and auditing rules and regulations)*

- _____ : Registration/Transportation and other expenses
- _____ : Transportation
- _____ : Per Diems
- _____ : On official time/business only
- : Board and lodging shall be charged to HRD Funds
- : Transportation/per diem & other incidental expenses incurred shall be charged to Division MOOE and other local funds

WILFREDA D. BONGALOS, Ph. D, CESO V
Schools Division Superintendent

Tel Nos. (035)225-2838 / 225-0667/422-7644 (Division Supt's Office), (035) 225-1622 (CID), (035) 225-1623 (Legal Section), (035)225-6180 (SGOD); (035) 422-7643 (Cash Section); (035) 422-8511 (Planning Section); (035) 225-6987 (Record's Section), (035) 422-5283 (Admin. Section) (035) 422-0267 (Personnel Section); (035) 225-2376 (Guard/Medical/Dental Sections); (035) 225-7012 (Educ Facilities Section); (035) 225-1640 & (035) 225-1640 (Acct Budget Section); (035) 422-3921 (Supply Section)



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





SEP 18 2019

REGIONAL MEMORANDUM
No. **0496**, s. 2019

ORIENTATION ON THE SCHOLARSHIP MANAGEMENT PROCESSES

To : **Schools Division Superintendents
All Others Concerned**

1. The Department of Education through the National Educators Academy of the Philippines (NEAP) will conduct an Orientation Workshop on the Scholarship Processes and Guidelines for Batch 2 on October 8-10, 2019 in Bohol Tropics, Tagbilaran City, Bohol
2. The workshop objectives are to validate and update processes and mechanisms in managing scholarships, provide a venue for sharing of experiences, and gather feedback on the implementation of scholarship programs and Re-entry Action Plan (REAP).
3. Attached is the confirmation sheet/ list of participants .
4. Board and lodging of the participants shall be charged against HRD Funds while travel and incidental expenses shall be charged to the local funds subject to the usual accounting and auditing rules and regulations.
5. For immediate dissemination and compliance.


SALUSTIANO T. JIMENEZ, JD, CESO V
Assistant Regional Director
Officer-In-Charge
Office of the Regional Director


STJ/CAE/VVY/RHC
HRDD 2019

Office of the Director (ORD), Tel. Nos.: (032) 731-1433, 231-1309, 414-7399; 414-7328; 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) 284-7062; Planning, Policy and Research Division (PPRD), Tel. Nos.: (032) 233-9070,
414-3965; Administrative Division, Tel. Nos.: (032) 414-7326; 414-4367, 414-7366; 414-7327; 414-4167
Finance Division, Tel. Nos.: (032) 256-2375, 253-8061, 414-7321

"EDA 2015: Karapatan ng Lahat, Pananagutan ng Lahat"



Republic of the Philippines
Department of Education

**WORKSHOP ON THE ORIENTATION OF THE SCHOLARSHIP MANAGEMENT GUIDELINES
 CONFIRMATION SHEET**

BATCH 1 (SEPT. 24-26)
 Venue: Angeles City

BATCH 2 (OCT. 8-10)
 Venue: Tagbilaran, Bohol

BATCH 3 (OCT. 21-23)
 Venue: Gen. San

REGION: VII

Type of Participant	Name of Participant
A. Regional Scholarship Focal Person (2)	Dr. Victor V. Yntig - HRDD, Chief
	Dr. Rosa H. Cabotaje - Education Program Supervisor RO7 Scholarship Focal Person
B. Division Scholarship Focal Person (6) (can be 1 Division with 6 representatives or 6 different Divisions with 1 representatives each to be selected by the Region)	John Mick Fernandez - HRD SEPS, Cebu City
	Margarita A. Nierra - HRD SEPS, Cebu Province
	Filomena C. Tanggaan - HRD SEPS, Tagbilaran City
	Dan Alar - HRD SEPS, Negros Oriental
	Ma.Socorro G. Cuizon - HRD SEPS, Lapu-Lapu City
	Jaymar T. Umbac - HRD EPS II, Dumaguete City
C. School Scholarship Focal Person / Head, Personnel Development Committee/ School Head (4)(should be from 4 different Schools with 1 representative each to be selected by the Region/Division)	Sharon S. Dy - School Head, City of Bogo
	Haraliza H. Ofredo - Principal II, Talisay City
	Ernesto Q. Alas-as, Jr. - Principal II, Bais City
	Sanile Teves - Principal I, Tanjay City
D. Scholarship Recipients (2) per Region	Jenepit B. Reyes - Bohol (KPTEP Scholar)
	Lovely C. Amante - Toledo City (SEAMEO RECSAM Mathematical Problem- Solving in Real- World Situation for Secondary Mathematics Classrooms)

Prepared by: **ROSA H. CABOTAJE, Ed. D.**
 EPS, HRDD

Reviewed by: **VICTOR V. YNTIG**
 HRDD, Chief

Approved by: **SALUSTIANO T. JIMENEZ, JD, CESO V**
 OIC, Regional Director

Note: Please email the accomplished confirmation sheet to scholarships@deped.gov.ph not later than August 30, 2019. For inquiries, please call Carlo Lazaro at (02) 633-9455. Participants should register online on or before August 30.

Online registration:

- <http://deped.in/cluster1scholarship> for Batch 1
- <http://deped.in/cluster2scholarship> for Batch 2 and
- <http://deped.in/cluster3scholarship> for Batch 3

NEAP-PDD/Lazaro

2/F Mabini Building, DepEd Complex, Meralco Avenue, Pasig City 1600 ☎ Telefax No. 638-8638 ✉ email add: neap@deped.gov.ph

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Republic of the Philippines
Department of Education

Tanggapan ng Kalihim
Office of the Secretary

TO : MINISTER OF MINISTRY OF BASIC HIGHER AND TECHNICAL
EDUCATION, BARMM
BHROD DIRECTOR
REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS
HEADS OF PUBLIC ELEMENTARY AND SECONDARY
SCHOOLS

FROM : 
ATTY. NEPONOCENO A. MALALUAN
Undersecretary/Chief of Staff

SUBJECT : ORIENTATION ON THE SCHOLARSHIP
MANAGEMENT PROCESSES

DATE : 30 August 2019

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 workplace.
2. The National Educators Academy of the Philippines (NEAP), as the Scholarship Secretariat, will conduct an orientation workshop on the Scholarship processes and guidelines on the following dates:

Batch	Date	Venue
Batch 1 NCR, CAR, Region 1, 2, 3 and 4A	September 24-26, 2019	Lohas Hotel, Clark Freeport Zone, Angeles City Pampanga
Batch 2 Region 4B, 5, 6, 7 and 8	October 8-10, 2019	Bohol Tropics, Tagbilaran City, Bohol
Batch 3 Region 9, 10, 11, 12, CARAGA and ARMM	October 22-24, 2019	Within General Santos City

3. The workshop aims to:
 - a. validate and update processes and mechanisms in managing scholarships.
 - b. provide a venue for sharing of experiences
 - c. gather feedback on the implementation of scholarship programs and Re-entry Action Plan (REAP)

4. The participants of this activity are focal persons/ personnel involved in managing scholarship processes, and past scholarship recipients.
5. Training costs, which cover board and lodging and travel expenses of the NEAP Management Staff shall be charged against HRD Funds while the travel expenses of the participants shall be charged to local funds subject to the usual accounting and auditing rules and regulations.
6. Please refer to the matrix below regarding meals, and board and lodging.

1	September 23 (Day 0)				✓	✓	✓
	September 24 (Day 1)	✓	✓	✓	✓	✓	✓
	September 25 (Day 2)	✓	✓	✓	✓	✓	✓
	September 26 (Day 3)	✓	✓	✓			
2	October 7 (Day 0)				✓	✓	✓
	October 8 (Day 1)	✓	✓	✓	✓	✓	✓
	October 9 (Day 2)	✓	✓	✓	✓	✓	✓
	October 10 (Day 3)	✓	✓	✓			
3	October 21 (Day 0)				✓	✓	✓
	October 22 (Day 1)	✓	✓	✓	✓	✓	✓
	October 23 (Day 2)	✓	✓	✓	✓	✓	✓
	October 24 (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 scholarships@deped.gov.ph. Confirmed participants should register online on or before September 15, 2019 at <http://deped.in/cluster1scholarship> for Batch 1 <http://deped.in/cluster2scholarship> for Batch 2 and <http://deped.in/cluster3scholarship> for Batch 3