

Republic of the Philippines
Department of Education
 REGION IV-A CALABARZON



02 May 2022

Regional Memorandum

SUBMISSION OF DIVISION NOMINEES TO THE MALAYSIAN TECHNICAL COOPERATION PROGRAMME (MTCP) - WITH TECHNICAL EDUCATION AND SKILLS AUTHORITY TESDA

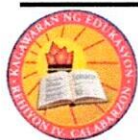
To: **Schools Division Superintendents**

- In reference to DepEd Memorandum-CI-2022-00 14 on Malaysian Technical Cooperation Programme (MTCP) in coordination with Technical Education and Skills Authority (TESDA), this Office, through the Human Resource Development Division (HRDD) requests each Schools Division Office to submit the name and documents of (1) one qualified nominee for this program via email at hrd.calabarzon@deped.gov.ph on or before May 16, 2022.
- The details of the course are as follows:

Course Title	Innovation in English Language Pedagogy: Best Practices and Assessment
Schedule	Date July 25-29, 2022 Time 11:00 - 16:00 (Malaysia Time, GMT+8)
Criteria of Applicants	In-Service Teachers Teachers Competent in English Language Has not participated in MTCP Course
Delivery mode	Online

- The following qualifications and corresponding documentary requirements:

Qualifications	Documentary Requirements
a. Filipino citizen	1. Updated Personal Data Sheet 2. Screening Form (via Google Form) 3. Rated IPCRF for the past two years 4. Endorsements from the head of the office
b. Must be 50 years old below.	
c. At least five (5) years of service in the government (DepEd) at the time of nomination	



Address: Gate 2, Karangalan Village, Cainta, Rizal
Telephone Nos.: 02-8682-5773/8684-4914/8647-7487
Email Address: region4a@deped.gov.ph
Website: depedcalabarzon.ph

Qualifications	Documentary Requirements
<ul style="list-style-type: none"> d. Must be computer literate and have access to a stable Internet connection to enable them to participate in online interactions. e. Able and willing to utilize course learning as well as share them with others upon completion of the program. f. Must hold a permanent appointment at the organization nominating him/her 	<ul style="list-style-type: none"> a. endorsement from the Schools Division Office through the Office of the SDS b. b. Nomination Letter the Regional/Bureau Director or his/her duly authorized representative (thru the Regional HRDD Chiefs).
<ul style="list-style-type: none"> g. Must have no pending administrative and/or criminal case 	<p>Please also prepare additional requirements set by the sponsoring agency:</p>
<ul style="list-style-type: none"> h. Must have a college degree and/or sufficient demonstrated ability and experience related/relevant to the course he/she is applying for 	<ul style="list-style-type: none"> 5. One (1) original Statement of PRESENT Actual Duties and Responsibilities RELEVANT to the course certified by the immediate supervisor
<ul style="list-style-type: none"> i. Must have a good command of the English language (spoken and written) 	<ul style="list-style-type: none"> 6. One (1) original Certification from the Head/Manager of the Human Resource Department (Please see attached CERTIFICATION format)
<ul style="list-style-type: none"> j. Must have professional development needs aligned with the KRAs of the organization. k. Must have outstanding accomplishments related/leading to the program applying for 	<ul style="list-style-type: none"> 7. One (1) certified copy of Diploma/s for Baccalaureate and Graduate courses 8. One (1) set of MTCP Application form with passport-sized photos (STRICTLY no scanning and photocopy of pictures and fill all the blanks in the form, incomplete application forms will not be considered. Page 3 of the form is specifically on the English proficiency which will be completed by the HR only.)
<ul style="list-style-type: none"> l. Must have no pending nomination for scholarship in another program/course or have already rendered the required service obligation for a scholarship previously enjoyed 	<ul style="list-style-type: none"> 9. One (1) certified copy of a Valid Passport / VALID COMPANY ID
<ul style="list-style-type: none"> m. Physically and mentally fit 	

4. Should there be queries or concerns pertaining to this activity, kindly coordinate with Maricris R. Tadioan of HRDD through hrd.calabarzon@deped.gov.ph.

5. Immediate dissemination of this Memorandum is hereby enjoined.


FRANCIS CESAR B BRINGAS
 Regional Director