



## Republic of the Philippines Devartment of Education

REGION IV-A CALABARZON



20 June 2025

Regional Memorandum No.454 s.2025

# CALL FOR NOMINATIONS: SINGAPORE COOPERATION PROGRAMME'S EMPOWERING PERSONS WITH DISABILITIES AND SPECIAL NEEDS

#### To Schools Division Superintendents

- With reference to DM-OUHROD-2025-1592 from DepEd Central Office, this
  Office, through the Human Resource Development Division, announces the
  Singapore Cooperation Programme's (SCP) Call for Nominations for its
  training program titled Empowering Persons with Disabilities and Special
  Needs.
- 2. The program details are as follows:

Course Title	Empowering Persons with Disabilities and Special Needs		
Schedule	17 – 21 November 2025		
Modality	Face-to-Face (Singapore)		
Target Participants	Mid-level – senior-level government officials involved in social policy planning and development		

- 3. Each Schools Division Office is encouraged to nominate one (1) qualified personnel and submit their documentary requirements and forms at <a href="https://hrd.calabarzon@deped.gov.ph">https://hrd.calabarzon@deped.gov.ph</a>, on or before June 25, 2025.
- 4. For further details regarding the qualifications, downloadable forms / templates, please refer to Checklist of General Eligibility Requirements (Enclosure 1) and Scholarship Clearance (Enclosure 2).
- 5. For inquiries and concerns, please contact the Regional Office Scholarship Secretariat through email <a href="mailto:hrd.calabarzon@deped.gov.ph">hrd.calabarzon@deped.gov.ph</a>.







Address: Gate 2, Karangalan Village, Cainta, Rizal

Telephone No.: 02-8682-2114

Email Address: region4a@deped.gov.ph

Website: depedcalabarzon.ph



6. Immediate dissemination of the Memorandum is hereby enjoined.

atty. Alberto t. escobarte, ceso ii

Regional Director

06/ROH-09-01



### Department of Education

### OFFICE OF THE UNDERSECRETARY HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

#### MEMORANDUM DM-OUHROD-2025-|592

TO

: Bureau/Service Directors

Regional Directors

Schools Division Superintendents

All Others Concerned

FROM

WILFREDO E. CABRAL

Undersecretary

Human Resource and Organizational Development

Carmela Coración CARMELA C. ORACIÓN

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

 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.





Room 102, Rizal Building, DepEd Complex, Meralco Ave., Pasig City 1600 Telephone Nos.: (+632) 86337206, (+632) 86318494, (+632) 86366549 Email Address: usec.hrod@deped.gov.ph | Website: www.deped.gov.ph

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Effectivity	03 23 23	Page	1 of 2



- 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,
- 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.

Room 102, Rizal Building, DepEd Complex, Meraico Ave., Pasig City 1600

Email Address: usec.hrod@deped.gov.ph | Website: www.deped.gov.ph

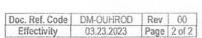
Telephone Nos.: (+632) 86337206, (+632) 86318494, (+632) 86366549

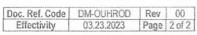
Enclosure 1 - Checklist of General Eligibility Requirements Enclosure 2 - Scholarship Clearance

Copy furnished: OFFICE OF THE SECRETARY











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#### GENERAL ELIGIBILITY REQUIREMENTS/CHECKLIST

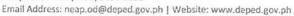
Name:	
Scholarship Program:	
Sponsoring Agency/Organization:	
Region/SDO:	
Work Station:	

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.	pending
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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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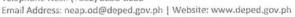
#### SCHOLARSHIP CLEARANCE

I. NAME		
II. Position/Designation		
III. Permanent Station		
IV. Has availed any scholarship program	□ Yes	If yes, fill out sections V-X, as applicable.
	Program Type	Title of the Program
V. Scholarship Program	Degree     Non-Degree	
VI. Scholarship Duration		
VII. Status	Completed the course (Submit a copy of Certificate of Completion)	















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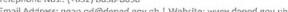
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VIII. Reason/s for Non-Completion (must be supported by attachments)	© Resignation © Transfer © Retirement © Others  Explain further.			
IX. Service Obligation	No. of Months/Yrs Required	No. of Months/Yrs Completed		
Completion  (must be supported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















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Name and Signature of the Recommending Authority Date and Time (RO-HRDD)







