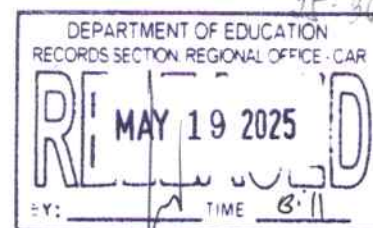




Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION



19 May 2025

REGIONAL MEMORANDUM

No. 349.2025

**CALL FOR NOMINATIONS FOR THE JICA KCCP-GRF HOLISTIC EDUCATION:
JAPANESE HANDS-ON APPROACH**

To: Assistant Regional Director
Schools Division Superintendents
All Other Concerned

- Relative to DM-OUHROD-2025-1233 re: Call for Nominations for the JICA KCCP-GRF Holistic Education: Japanese Hands-on Approach, this office calls for nomination for the JICA KCCP-GRF.
- The Technical Education and Skills Development Authority – Foreign Scholarship Training Program (TESDA-FSTP) Unit announces its call for nomination for the Japan International Cooperation Agency (JICA) Knowledge CO-Creation Program – Group and Region Focus (KCCP-GRF) course offering titled Holistic Education: Japanese Hands-on Approach, with the details as follows:

Course Title and No.	Holistic Education: Japanese Hands-On Approach 202411547-J001	
Schedule	Online Program	05 September 2025
	On-demand Learning Program (Lecture Video)	From 08 September 2025 until arrival in Japan
	Japan Program	24 September – 11 October 2025
	Online Follow-up Program	25 November 2025
	<i>Note: Schedule of online programs are subject to change.</i>	
No. of Slots	One (1)	
Target Participants	Department of Education personnel on all governance levels, school principals, teachers, etc. with relevant experience and capacity to contribute to education and adopt gender mainstreaming in their outputs.	
	Below is the list of application requirements for training programs coursed through TESDA: <ul style="list-style-type: none">Certification from the human resource (HR) Head/Manager stating the following details of the nominee:<ul style="list-style-type: none">No pending administrative or criminal caseNo pending nomination for another courseService obligation for a previous scholarship has been rendered	



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Requirements	<ul style="list-style-type: none"> ○ At least <i>Very Satisfactory</i> performance rating for the two (2) consecutive semesters immediately preceding the nomination ○ Non-withdrawal from the course and non-cancellation of the scholarship/training without justifiable reason and without prior notice to the donor institution, TESDA, and DepEd <ul style="list-style-type: none"> • Nominee Data Sheet • Personal Data Sheet • Statement of Present Actual Duties and Responsibilities • Certificate of Health confirming that the nominee is "<i>fit to travel and undergo training in Japan</i>" • Medical Results of CBC, ECG, X-ray, and pregnancy test (<i>if applicable</i>) • Copy of Company ID • Diploma/Transcript of Records • JICA Application Form • Copy of Passport (<i>if passport is not in possession, copy of other valid government IDs such as voter's ID, driver's license, etc.</i>) • Other requirements specified in the <i>General Information Brochure</i>
Deadline of Application	20 May 2025

3. Each SDO shall recommend one (1) nominee after evaluation by the SDO Personnel Development Committee (PDC) following the qualifications indicated in Enclosure 1 and 2. The deadline for submission of an e-copy of requirements will be on **May 20, 2025, at 1:00pm** to the **carneapr@depd.gov.ph**.

4. For queries and clarifications, please contact the Human Resource Development Division – National Educators Academy of the Philippines in the Region (HRDD-NEAPR) through Rosita C. Agnasi, OIC-HRDD-NEAPR or Elvernice S. Fanged, Scholarship Focal Person through email address at car.neapr@depd.gov.ph.

5. Immediate and widest dissemination of this Memorandum is directed.


 Digitally signed by ESTELA P. LEON-CARINO EdD, CESO III
 Date: 2025.05.19 14:02:50 +08'00'
ESTELA P. LEON-CARINO EdD, CESO III
 Regional Director, Director IV

//HRDDNEAPCAR/RCA/ESF /jicakccpgrf



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DepEd Tayo Cordillera



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(Enclosure 1 to RM No. **349** . **2025**)

GENERAL ELIGIBILITY REQUIREMENTS/CHECKLIST

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

Remarks (✓, ✗, 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)
	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
	k. Educational Attainment	Photocopy of diploma of highest educational attainment
	l. Innovations and implemented programs across governance levels (national/regional/division/school level);	Accomplishment reports
	m. Community and extension services;	Accomplishment reports
	n. Endorsement from the School Head duly approved by the Schools Division Superintendent.	Endorsement (from SH, and SDS)



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(Enclosure 2 to RM No. **349.2025**)

SCHOLARSHIP CLEARANCE

I. NAME		
II. Position/Designation		
III. Permanent Station		
IV. Has availed any scholarship program	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, fill out sections V-X, as applicable.
V. Scholarship Program	Program Type	Title of the Program
	<input type="checkbox"/> Degree <input type="checkbox"/> Non-Degree	
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)
VIII. Reason/s for Non-Completion (must be supported by attachments)	<input type="checkbox"/> Resignation <input type="checkbox"/> Transfer <input type="checkbox"/> Retirement <input type="checkbox"/> Others Explain further.	
IX. Service Obligation	No. of Months/Yrs Required	No. of Months/Yrs Completed
X. Reason for Non-Completion (must be supported by attachments)	<input type="checkbox"/> Resignation <input type="checkbox"/> Transfer <input type="checkbox"/> Retirement <input type="checkbox"/> Others Explain further.	
<i>I hereby attest that the information in this form and the supporting documents attached hereto are true and correct</i>		

 Name and Signature of the Scholar
 This is to certify that the information in this form and the supporting documents attached hereto are true and correct

 Date and Time

 Date and Time

 Name and Signature of the Recommending Authority
 (SDO - HRDD)

APPROVED

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

 Date and Time