Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OF DAGUPAN CITY

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Office of the Schools Division Superintendent

May 21, 2025

DIVISION MEMORANDUM
No. 223, s. 2025

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

To: Assistant Schools Division Superintendent
Chief Education Supervisors, CID and SGOD
Public Schools District Supervisors
School Heads
All others concerned

1. In reference to Regional Memorandum no. 677, s. 2025 titled "Call for Nominations for the JICA KCCP-GRF Holistic Education: Japanese Hands-On Approach", this Office informs the field of the call for nominations 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***

2. Enclosed is the regional memorandum for information on the schedule, target participants, requirements, deadline of application, and other pertinent details.

3. For technical assistance, please coordinate with SGOD-HRDS.

4. Immediate dissemination of this Memorandum is desired.

ROWENA C. BANZON EdD, CESO V
Schools Division Superintendent

Address: Burgos St., Poblacion Oeste,Dagupan City
Telephone: (075) 653-4101
Website: depeddagupan.com
email:dagupan.city@deped.gov.ph

SDO DAGUPAN CITY

DEPARTMENT OF EDUCATION
RECORDS SECTION, REGIONAL OFFICE NO. 1
RECEIVED
614322
DATE: MAY 21 2025

REGIONAL MEMORANDUM
No. 677, s. 2025

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

To: Schools Division Superintendents

1. The Technical Education and Skills Development Authority-Foreign Scholarship Training Program (TESDA-FSTP) Unit calls for nominations 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***.

2. The course details are as follows:

Course Title and No.	**Holistic Education: Japanese Hands-On Approach 202411547-J001**	
Schedule	Online Program	September 5, 2025
	On-demand Learning Program (Lecture Video)	From September 8, 2025 until arrival in Japan
	Japan Program	September 24-October 11, 2025
	Online Follow-up	November 25, 2025
	Note: Schedule of online programs are subject to change	
No. of Slots	One (1)	
Target Participants	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.	
Requirements	Below is the list of application requirements for training programs coursed through TESDA: • Certification from the human resource (HR) Head/ Manager stating the following details of the nominee: - No pending administrative or criminal case - No pending nomination for another course - Service obligation for a previous scholarship has been rendered	

	- At least *Very Satisfactory* 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 • Nominee Data Sheet • Personal Data Sheet • Statement of Present Actual Duties and Responsibilities • Certificate of Health confirming that the nominee is "*fit to travel and undergo training in Japan*" • Medical Results of CBC, ECG, X-ray, and pregnancy test (*if applicable*) • Copy of Company ID • Diploma/Transcript of Records • JICA Application Form • Copy of Passport (*if passport is not in possession, copy of other valid government IDs such as voter's ID, driver's license, etc.)* • Other requirements specified in the *General Information Brochure*
Deadline of Application	**May 20, 2025**

3. Schools Division Offices (SDOs) are encouraged to nominate **one qualified applicant**. Nominees must meet the qualifications and submit the abovementioned documentary requirements as well as those specified in the *Checklist of General Eligibility Requirements* (***Enclosure1***). The *Scholarship Clearance* (***Enclosure 2***).

4. The required documents must be accomplished and uploaded **(in PDF form) on or before May 20, 2025,** through the Microsoft Office Form which can be accessed through the link https://forms.office.com/r/uKrR2GExyn. Kindly use the official DepEd email accounts in submitting the requirements.

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, application sent directly to the Secretariat's email, and discrepancies in documents among others.

6. Enclosed is the *General Information Brochure* on the program, for reference.

7. Should you have further questions or concerns d, please contact the Human Resource Development Division (HRDD) through (072) 682-23-24.

8. For dissemination and immediate action.

TOLENTINO G. AQUINO
Director IV

Encl: As stated
Reference: DM-OUHROD-2025-1233
To be indicated in the Perpetual Index
Under the following subjects:

PROGRAMS

SCHOLARSHIPS

HRDD/vrdg/RM_ JICAHolisticEducation
May 19, 2025

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Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM
DM-OUHROD-2025-1233

FOR : **Undersecretaries**
Assistant Secretaries
Bureau/Service Directors
Regional Directors
Schools Division Superintendents
School Heads
All Others Concerned

FROM : **WILFREDO E. CABRAL**
Undersecretary
Human Resource and Organizational Development

Carmela Oracion
CARMELA C. ORACION
Assistant Secretary
Human Resource and Organizational Development
(National Educators Academy of the Philippines)

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

DATE : 15 May 2025

1. 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 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
	Note: Schedule of online programs are subject to change.	
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.	
Requirements	Below is the list of application requirements for training programs coursed through TESDA: • Certification from the human resource (HR) Head/Manager stating the following details of the nominee: o No pending administrative or criminal case o No pending nomination for another course o Service obligation for a previous scholarship has been rendered o At least *Very Satisfactory* performance rating for the two (2) consecutive semesters immediately preceding the nomination o 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 • Nominee Data Sheet • Personal Data Sheet • Statement of Present Actual Dutics and Responsibilities • Certificate of Health confirming that the nominee is *"fit to travel and undergo training in Japan"* • Medical Results of CBC, ECG, X-ray, and pregnancy test *(if applicable)* • Copy of Company ID • Diploma/Transcript of Records • JICA Application Form • Copy of Passport *(if passport is not in possession, copy of other valid government IDs such as voter's ID, driver's license, etc.)* • Other requirements specified in the *General Information Brochure*	
Deadline of Application	**20 May 2025**	

2. For selection purposes, the National Educators Academy of the Philippines (NEAP) requests each Central Office Bureau/Service and Regional Office to **nominate one (1) qualified participant**.

3. All nominees must meet the qualifications and submit the abovementioned documentary requirements as well as those specified in the *Checklist of General Eligibility Requirements* ***(Enclosure 1)***. The *Scholarship Clearance* ***(Enclosure 2)*** must also be submitted.

4. The **required documents must be accomplished and uploaded (in PDF form) on or before 20 May 2025**, through the Microsoft Office Form which can be accessed through the link **https://forms.office.com/r/uKrR2GExyn**. Kindly use official DepEd email accounts in submitting the requirements.

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, sending of application directly to the Secretariat's email, discrepancies in documents, etc.

6. Enclosed is the *General Information Brochure* on the program, for reference.

7. Should you have further questions or concerns, please coordinate with the **NEAP Scholarship Secretariat** through email scholarships@deped.gov.ph and/or landline (02) 8715-9919.

8. For dissemination and appropriate action.

Copy furnished:
OFFICE OF THE SECRETARY
OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING
OFFICE OF THE UNDERSECRETARY FOR OPERATIONS
OFFICE OF THE ASSISTANT SECRETARY FOR EXTERNAL PARTNERSHIPS SERVICE

SDO DAGUPAN CITY

Enclosure 1

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. c. Must present his/her Individual Development Plan (IDP) that is validated by the head of the office.	Latest rated performance rating with approved IDP
	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). g. Must have no current or pending enrollment in other institutions for graduate or postgraduate degree programs (for degree programs).	Updated Personal Data Sheet
	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

Enclosure 2

SCHOLARSHIP CLEARANCE

I. NAME		
II. Position/Designation		
III. Permanent Station		
IV. Has availed any scholarship program	☐ Yes ☐ No	If yes, fill out sections V-X, as applicable.
V. Scholarship Program	**Program Type**	**Title of the Program**
	☐ Degree ☐ Non-Degree	
VI. Scholarship Duration		
VII. Status	☐ **Completed the course** **(Submit a copy of Certificate of Completion)**	☐ **Withdrawn from the Course** **(State the reason below)**
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**

X. Reason for Non-Completion (must be supported by attachments)	☐ **Resignation** ☐ **Transfer** ☐ **Retirement** ☐ **Others** *Explain further.*

I hereby attest that the information in this form and the supporting documents attached hereto 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

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