



Republika ng Pilipinas

Department of Education

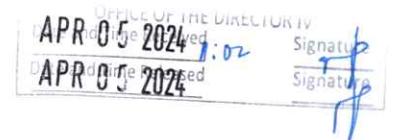
OFFICE OF THE UNDERSECRETARY

HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT



MEMORANDUM

DM-OUHROD-2024-0622



FOR : **GINA O. GONONG**
Undersecretary for Curriculum and Teaching

FRANCIS CESAR B. BRINGAS
Assistant Secretary for Operations

ATTY. RESTY C. OSIAS
Director IV, Bureau of Human Resource and Organizational Development

ALBERT JEROME C. ANDRES
Chief Administrative Officer, BHROD – Personnel Division

Regional Directors
(Regions II, III, IV-A, IV-B, VI, VIII, X, XI, XII, Caraga, and NCR)

Schools Division Superintendents
Human Resource Development Division Chiefs
All Others Concerned

FROM : 
WILFREDO E. CABRAL
Regional Director
Officer-in-Charge, Office of the Undersecretary for Human Resource and Organizational Development

SUBJECT : **VALIDATION WORKSHOP ON THE DRAFT OMNIBUS SCHOLARSHIP GUIDELINES**

DATE : 03 April 2024

1. The Department of Education, through the National Educators Academy of the Philippines (NEAP), shall issue the *Omnibus Scholarship Guidelines* in order to standardize qualifications as well as streamline processes and procedures relative to scholarship grants sponsored by the Department, other government agencies, private institutions, foreign governments, and international organizations among others. This will ensure equal opportunities for all interested qualified Department personnel.



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2. Relative to this, NEAP will conduct the **Validation Workshop on the Draft Omnibus Scholarship Guidelines** on **15-19 April 2024** at **NEAP Baguio**, with select DepEd personnel across governance levels who have proven expertise and experience that will help enhance the various areas/provisions of the proposed policy.
3. The specific objectives of this workshop are as follows:
 - a. Validate the draft *Omnibus Scholarship Guidelines*; and
 - b. Integrate relevant inputs toward a clearer and more comprehensive policy.
4. Attached are the *List of Select Participants (Enclosure 1)* and the *Indicative Program of Activities (Enclosure 2)*.
5. The participants are requested to confirm their participation through the registration link <https://forms.office.com/r/dA2V7sa2gg> on or before **08 April 2024**.
6. The participants are advised to check in on 14 April 2024, 3:00p.m. and check out on 19 April 2024, 5:00p.m. The first meal to be served is dinner and the last meal is afternoon snack. Please see the details below.

Meals	14 April 2024 Sun	15 April 2024 Mon	16 April 2024 Tue	17 April 2024 Wed	18 April 2024 Thu	19 April 2024 Fri
Breakfast		✓	✓	✓	✓	✓
AM Snack		✓	✓	✓	✓	✓
Lunch		✓	✓	✓	✓	✓
PM Snack		✓	✓	✓	✓	✓
Dinner	✓	✓	✓	✓	✓	

7. The participants are advised to bring their own laptops, chargers, extension cords, and internet data/pocket wifi.
8. The participants' board and lodging will be charged against the NEAP Human Resource Development (HRD) Funds while transportation, per diem, and other incidental expenses shall be charged against local funds, subject to the usual accounting and auditing rules and regulations.
9. For clarifications and concerns, please coordinate with NEAP Scholarship Secretariat through email scholarships@deped.gov.ph or landline (02) 8715-9919.
10. For immediate dissemination and appropriate action.

Enclosures:

Enclosure 1 – List of Select Participants
 Enclosure 2 – Indicative Program of Activities

[NEAPScholarshipSecretariat/ Pereyra]

List of Participants

No.	NAME	Office	Position/Designation
Central Office			
1	Jennifer E. Lopez	NEAP-OD	Director IV
2	Leah B. Apao		Director III
3	Eric T. Sarmiento		Administrative Officer V
4	Marife T. Morcilla	NEAP-PDD	Project Development Officer V
5	Alexander Simagala		Project Development Officer IV
6	Rizza A. Pereyra		Senior Education Program Specialist
7	Arlu Bernard J. Cabanero		Education Program Specialist II
8	Angelo E. Bedana		Technical Assistant II
9	Jojet P. Gabriel		Admin Support II
10	Riza May Fortunato	BHROD-HRDD	Project Development Officer III
11	Jayson A. Penafiel	OUCT	Senior Education Program Specialist
12	David Kyle Laggui	BEA-EAD	Education Program Specialist II
13	Earl Ryan Losito	BHROD-EWD	Supervising Administrative Officer
Field Personnel			
14	Leah Ailah C. Vicencio	NCR-HRDD	Education Program Specialist II
15	Laila Taguinod	Region II-QAD	Education Program Specialist
16	Jun-Jun Pabillo	Region IV-B-NEAP R	Education Program Specialist II
17	Nelma Lyn R. Barnija	Region XI-HRDD	Chief Education Supervisor
18	Michael S. Anoda	Region XI-CLMD	Education Program Supervisor
19	Atty. Lorenza C. Pitulan	Region XI-Legal	Attorney IV
20	Maria Ruth Edradan	CARAGA-HRDD	Education Program Supervisor
21	Elmer Augustus Conde	CARAGA-NEAP R	Education Program Specialist II
22	Maribel R. Serafica	Region II, SDO Cagayan	Public Schools District Supervisor
23	Leo R. Banatao	Region II, SDO Cagayan	Principal IV
24	Amando C. Yutuc	Region III, SDO Angeles City	Curriculum Implementation Division Chief
25	Lawrence B. Icasiano	Region IV-A, SDO Tanauan City	Principal I
26	Remelyn De Galicia	Region IV-A, SDO Lipa	Accountant
27	Lovelyn Atienza	Region IV-A, SDO Lipa	Attorney III
28	Dariferhen M. Dancel	Region IV-A, SDO Imus City	Project Development Officer II

29	Rebonie Emboltorio	Region VI, SDO Kabankalan City	Senior Education Program Specialist
30	Hazel M. Diaz	Region VIII, SDO Northern Samar	School Principal III
31	Exquil Bryan P. Aron	Region X, SDO Iligan City	Curriculum Implementation Division Chief
32	Mervie Y. Seblon	Region XII, SDO General Santos City	OIC- Assistant Schools Division Superintendent

Indicative Program of Activities

April 15-19, 2024	
TIME	ACTIVITY
DAY 1 (April 15, 2024)	
7:00AM-8:30AM	Arrival and Registration of Participants
8:30-9:30 AM	Opening Program
9:30-9:45 AM	Health Break
9:45-12:00 PM	Session 1: <ul style="list-style-type: none"> • Context Building • RO Inputs and Feedback on the Draft Omnibus Scholarship Guidelines • Tasking
12:00-1:00 PM	Lunch Break
1:00 – 3:00 PM	Session 2a: Workshop on the Composition and Duties and Responsibilities of NPDC, DSC, RO PDC, SDO PDC
3:00-3:30 PM	Health Break
3:30-4:30 PM	(Continuation) Session 2: Composition and Duties and Responsibilities of NPDC, DSC, RO PDC, SDO PDC
4:30 – 5:00PM	Wrap-Up Reminders Day 1 Evaluation
5:00 – 5:30PM	Debriefing
DAY 2 (April 16, 2024)	
6:00 – 8:00 AM	Breakfast
8:00 - 8:15 AM	Management of Learning (MOL)
8:15 – 10:00 AM	Session 2a: Presentation and Feedback on the Composition and Duties and Responsibilities of NPDC, DSC, RO PDC, SDO PDC

10:00-10:30 AM	Health Break
10:30 AM – 12:00 PM	Session 2a: Continuation of the Presentation and Feedback on the Composition and Duties and Responsibilities of NPDC, DSC, RO PDC, SDO PDC
12:00 -1:00 PM	Lunch Break
1:00-1:15 PM	Management of Learning (MOL)
1:15- 3:00 PM	Session 3a: Workshop on the Scholarship Kinds and Categories 1. DepEd Fully-Funded 2. Externally Sponsored Scholarships 3. External Independent Scholarship Programs
3:00-3:30 PM	Health Break
3:30-4:30 PM	Session 3b: Workshop on the Procedures and Processes for different scholarship categories... A. within a governance level B. across governance levels
4:30 – 5:00PM	Wrap-Up Reminders Day 2 Evaluation
5:00 – 5:30PM	Debriefing
DAY 3 (April 17, 2024)	
6:00 – 8:00 AM	Breakfast
8:00 - 8:15 AM	Management of Learning (MOL)
8:15-10:00 AM	Session 3c: Presentation and Feedback on the Kinds and Categories of Scholarships; and Procedures and Processes
10:00-10:30 AM	Health Break
10:30AM-12:00 PM	Session 3c: Continuation of the Presentation and Feedback on the Kinds and Categories of Scholarships; and Procedures and Processes
12:00-1:00PM	Lunch Break

1:00-1:15 PM	Management of Learning (MOL)
1:15- 3:00 PM	Session 4a: Workshop on the Duties and Responsibilities of Scholars, Benefits and Entitlements, Obligation of Scholarship Grantees
3:00-3:30 PM	Health Break
3:30-4:30 PM	Session 4a: Presentation and Feedback on the Duties and Responsibilities of Scholars, Benefits and Entitlements, Obligation of Scholarship Grantees
4:30 – 5:00PM	Wrap-Up Reminders Day 3 Evaluation
5:00 – 5:30PM	Debriefing
DAY 4 (April 18, 2024)	
6:00 – 8:00 AM	Breakfast
8:00 - 8:15 AM	Management of Learning (MOL)
8:15-9:15AM	Session 5a: Workshop on Terms and Conditions, Service Obligation, Penalties
9:15-9:45AM	Health Break
9:45AM-10:45 PM	Session 5b: Presentation and Feedback on the Terms and Conditions, Service Obligation, Penalties
10:45AM-12:00PM	Session 6a: Workshop on Funding Sources, Monitoring and Evaluation within and across governance levels, Annexes, and References
12:00-1:00 PM	Lunch Break
1:00-1:15 PM	Management of Learning (MOL)
1:15-3:00PM	
3:00-3:30 PM	Health Break
3:30- 4:45 PM	Session 6b: Presentation and Feedback on Funding Sources, Monitoring and Evaluation within and across governance levels, Annexes, and References

4: 45-5:00PM	Wrap-Up Reminders Day 4 Evaluation
5:00 – 5:30PM	Debriefing
DAY 5 (April 19, 2024)	
6:00 – 8:00 AM	Breakfast
8:00 - 8:15 AM	Management of Learning (MOL)
8:15-10:30 AM	Session 7: Review of the Rationale, Scope, Policy Statement, and Definition Terms
10:30-11:00AM	Health Break
11:00AM-12:00PM	Closing Program Day 5 Evaluation