



Republic of the Philippines  
Department of Education  
Region VII, Central Visayas  
DIVISION OF TAGBILARAN CITY  
City of Tagbilaran



October 10, 2016

DIVISION MEMORANDUM  
NO. 580, s. 2016

**NOMINATION FOR SCHOLARSHIP SLOTS FOR "EXCELLENCE AND STRATEGIC THINKING AND INNOVATION"**

TO: All Division Chiefs, Education Program Supervisors  
Public Schools District Supervisor  
Public and Elementary and Secondary School Principals  
All Others Concerned

1. Attached is DM-CI-2016-00 149 dated September 15, 2016"Re: **Nomination for Scholarship Slots for Excellence and Strategic Thinking and Innovation**" for your information and guidance.
2. Interested applicants are advised to email pertinent documents to [neap.pdd@deped.gov.ph](mailto:neap.pdd@deped.gov.ph) on or before October 10, 2016.
3. Please read attachments for more details.
4. Dissemination of and strict adherence to this Memorandum is desired.

  
**VIRGINIA C. ZAPANTA, Ed.D., CESO V**  
Schools Division Superintendent *all*



REPUBLIKA NG PILIPINAS  
REPUBLIC OF THE PHILIPPINES  
KAGAWARAN NG EDUKASYON  
DEPARTMENT OF EDUCATION  
REHIYON VII, GITNANG VISAYAS  
REGION VII, CENTRAL VISAYAS  
Sudlon, Lahug, Cebu City



OCT 06 2016

REGIONAL MEMORANDUM  
No. 0633, s. 2016

NOMINATION FOR SCHOLARSHIP SLOTS FOR "EXCELLENCE AND STRATEGIC THINKING AND INNOVATION"

To : Schools Division Superintendents/OICs

1. Enclosed is a copy of Memorandum, dated September 15, 2016, from DepED Undersecretary Dina S. Ocampo re Nomination for Scholarship Slots for "Excellence and Strategic Thinking and Innovation".
2. Interested applicants are advised to email pertinent documents to [neap.pdd@deped.gov.ph](mailto:neap.pdd@deped.gov.ph) on or before Oct. 10, 2016.
3. For more details, refer to the attached communication.
4. Immediate and wide dissemination of this Memorandum is desired.

ATTY. FIEL X. ALMENDRA, CESO V  
OIC-Assistant Regional Director

JAJ/FCS/P.ocba  
Regional Director's Office: Tel. nos.: (032) 231-1433; 231-1309; Telefax 414-7399; 414-7325; Asst. Regional Director's Office Telefax: (032) 255-4542;  
HRDD 16  
Field Effectiveness Division: (032) 414-7324; Curriculum Learning Materials Division (032) 414-7323;  
Quality Assurance and Accountability Division: (032) 231-1071; Resource Mobilization and Special Programs and Projects Division: (032) 254-7062;  
Training and Development Division: (032) 255-5239 loc. 112; Planning, Policy and Research Division: (032) 233-9030; 414-7065;  
Administrative Division: (032) 414-7326; 255-1313; 414-7366 414-4367; Budget and Finance Division: (032) 256-2375; 253-8061; 414-7321  
Website: <http://www.depedro7.com.ph>

"EFA 2015: Karapatan ng Lahat, Pananagutan ng Lahat"



Republic of the Philippines

## Department of Education

DepEd Complex, Mendeo Avenue, Pasig City, Philippines  
Direct Line: (632) 633-7202/687-4146 Fax: (632) 631-5057  
E-mail: [dina.ocampo@deped.gov.ph](mailto:dina.ocampo@deped.gov.ph) Website: [www.deped.gov.ph](http://www.deped.gov.ph)

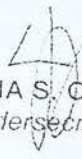


*Undersecretary for Curriculum and Instruction*

MEMORANDUM  
DM-CI-2016-00149

To: Regional Directors  
Regions I, II, III, IV-A, IV-B, V, VI, VII, VIII, IX, X  
XI, XII, CARAGA, NCR, CAR, ARMM, NIR

Attn.: HRDD Chiefs

From:  DINA S. OCAMPO  
Undersecretary

Re: Nomination for Scholarship Slots for "Excellence and Strategic Thinking and Innovation"

Date: 15 September 2016

The SEAMEO INNOTECH announces the forthcoming offering of the blended learning program for school leaders and managers entitled "Excellence in Strategic Thinking and Innovation" under the SEAMEO Educational Development Fund. This program aims to strengthen the leadership and management capacities of educators in analyzing the current and emerging educational environment and designing strategies and innovations in order to bring their schools to a new level of excellence.

Anent the above, this Office requests two (2) nominees per region who meet the following criteria:

- Primary and Secondary School Heads with at least 5 years' experience as school head with proven experience in introducing and implementing strategic changes and innovations in their school;
- Not over 50 years of age;
- Able and willing to utilize course learning as well as share them with other school heads upon return to their work station, and
- Has an existing innovative project

The other details of the program are enclosed in this memorandum. Email pertinent documents to [neap.pdd@deped.gov.ph](mailto:neap.pdd@deped.gov.ph) with the title: Nominees for Excellence and Strategic Thinking and Innovation Training on or before October 2, 2016.

The final selection of participants shall be done by the DepEd Scholarship Secretariat.

## TERMS AND CONDITIONS OF PROGRAM PARTICIPATION

### 1. SEAMEO Educational Development Fund (SEDF) Program on Excellence in Strategic Thinking and Innovation

The SEAMEO Educational Development Fund (SEDF) Program on Excellence in Strategic Thinking and Innovation will serve as a common learning space for basic education in Southeast Asia. It aims to strengthen the leadership and management capacities of educators in analyzing the current and emerging educational environment and designing strategies and innovations in order to bring their schools to a new level of excellence.

As presented during the 58<sup>th</sup> Governing Board Meeting, this program offering will address the priority competency areas of School Heads based on the 2014 Competency Framework for SEA School Heads. Among the five (5) Competency Domains, *Strategic Thinking and Innovation* has been ranked as the most important competency on which training is needed by the school leaders. This particular competency strand refers to the ability of the school leaders to define the strategic directions of the school, make informed decisions and lead change and innovation. Hence, this upcoming program which is designed to strengthen these competencies among the school leaders.

### 2. Program Phases and Duration

This program will be delivered in three phases:

- Phase 1 involves a pre-course online engagement to assess the participants' current levels of competency and understanding of the current and emerging education development and challenges in the Region, to be conducted on October 24-28, 2016.
- Phase 2 is the face to-face learning interaction component, covering the core competencies of the program, to be held on November 16-23, 2016 at SEAMEO INNOTECH, Quezon City, Philippines.
- Phase 3 is a set of post-course online conversations which aim to consolidate learning, insights and lessons learned from Phases 1 and 2, and how these were applied in the respective schools, to be conducted on January 9-13, 2017.

### 3. Terms and Conditions for the SEDF Scholarship

- a. **Expectations from the SEDF Scholars.** The scholars to this program are expected to have 100% attendance to all the program phases and shall actively participate in the discussion and learning exchange.

Each nominee is requested to complete the "Course Participant's Information Form." Please see attached.

In order to maximize the sharing and learning sessions and at the same time, facilitate replication of this program, we are allocating three (3) scholarship slots for each SEAMEO Member country. The nominations may be made for two (2) school leaders and one (1) Education Officer responsible for designing and managing school leadership and development programs. The nominees shall have the following qualifications:

- 2 Primary or Secondary School Heads with at least 5 years' experience as school heads and with proven experience in introducing and implementing strategic changes and innovations in their school
- 1 Education Officer in the Ministry responsible for designing and managing learning programs for your school leaders
- Citizens/nationals of your country
- Computer literate and have access to internet connection (to enable them to participate in online interactions)
- Medically fit as certified by a government physician
- Able to understand, speak and write in English
- Able and willing to utilize course learning as well as share them with other school heads upon return to their work station
- Not over 50 years of age

b. **Allowances:** The scholars will receive an out-of-pocket allowance for food and other related expenses equivalent to US\$30.00 per day, converted to pesos based on SEAMES-prescribed Dollar-Peso exchange rate.

- 1) Filipino scholars will be paid their allowances from the date of the start of the program up to the day it ends.
- 2) Non-Filipino scholars will be paid their allowances from the day they arrive in Manila to attend the Program to the last day of the Program as arranged by SEAMEO INNOTECH, or up to the day they leave the Program.

c. **Accommodation:** Adequate housing facilities will be provided by the Center for the scholars.

d. **Air Passage:** The Center will procure economy class airline tickets from:

- 1) The main capital city of the participant's home country to Manila and back, or
- 2) The participant's place of residence direct to Manila should the direct route be cheaper than going through the capital city of the home country, and where travel authorization would not have to be obtained personally from the capital city of the home country.

- 3) For Filipino participants residing outside Metro Manila, the Center will refund the cost of transportation incurred in reporting to the Center and provide a similar amount for the participant's return upon completion of training.
- 4) As a general rule, the participants must follow the schedules prescribed by SEAMEO INNOTECH with respect to their arrival prior to the commencement of the course and their departure upon the completion of the course. Any deviations in time schedule and/ or return route must carry the approval of the Ministry of Education of the scholar's home country and the consent of SEAMEO INNOTECH.

e. **Insurance and Hospitalization:** Payment of premiums will be made by the Center to cover hospitalization expenses due to accident injuries, under specific terms and conditions.

f. **Transport:** Transportation for programmed trips organized by the Center will be provided.

#### 4. English Proficiency

English is the working language of all the SEAMEO Centers. The program will be carried out using the English language, hence participants are expected to be able to converse in English and written reports are also required in English.

#### 5. Certificate of Health

A medical certificate, accomplished by a licensed physician, is to be attached to the completed form (Course Participant's Information Form) certifying that the nominee is medically fit to travel and participate in this program.

#### 6. Copyright of Work

It is understood that the scholars will assign to SEAMEO INNOTECH the copyright of any paper and work written by them in connection with the Program.

#### 7. General

For Phase 2, the participants are expected to arrive in Manila on or about the 15<sup>th</sup> of **November 2016** and to depart on the 24<sup>th</sup> of **June 2016**. Arrangements for economy class air travel to Manila will be made by the Center for Non-Filipino participants:

On receiving nominations, the Center will communicate with the participants regarding accommodation and travel arrangements.

8. Passport and Visa

Non-Filipino participants must possess valid passports (expiration date of passports should usually be not less than six months before date of travel) for travel purposes. But since the course is only for ten (10) days (including travel days), no visas will be required pursuant to an Inter- ASEAN travel courtesy arrangement. Moreover, Circular No. 66-77 of the Philippine Department of Foreign Affairs, copy attached, provides for special travel arrangements for officials, course participants and guests of SEAMEO INNOTECH.

Republic of the Philippines  
DEPARTMENT OF FOREIGN AFFAIRS  
Manila

FOREIGN SERVICE CIRCULAR NO. 66-77

SUBJECT: Issuance of Visas to the Officials and Programme Participants of the SEAMEO Regional Center for Educational Innovation and Technology (INNOTECH) and Other Officials of the Southeast Asian Ministers of Education Organization

Article X, entitled "Entry, Exit, Transit and Residence," of the Agreement between the Government of the Philippines and the Southeast Asian Ministers of Education Organization regarding the temporary operation of the SEAMED Regional Center for Educational Innovation and Technology (INNOTECH) reads in part:

"The appropriate Philippine authorities shall

1. Impose no impediment to transit to or from the Regional Centre site, or to residence of the following persons, when on official organization business, and shall accord them any necessary protection:
  - Officers of the Centre (the Acting Centre Director, Acting Deputy Director, professional staff and heads of the support staff) and programme participants of the Regional Centre and their families;
  - Other officers of the Organization;
  - Representatives of the Member States of the organization;
  - Other persons invited to the Regional Centre on official business and their families. The Acting Centre Director or the SEAMES Director shall communicate the names of such persons to the Government within a reasonable time;
2. Extend multiple exit, re-entry and long term visas to the Officers on the Organization who are not citizens or residents of the Philippines, including their authorized dependents and to nationals of the SEAMEO member states performing official duties for and on behalf of the Organization."

The Agreement entitles 1) the Officers of the Centre and their families; 2) other officers of the Organization; 3) Representatives of the Member States of the Organization; and 4) other persons invited to the Regional Centre on official business and their families to the issuance of official visas under Part E, Chapter XVI of the Revised Foreign Service Regulations of the Philippines.

Programme participants of the Centre and their families may be issued Special Non-immigrant visas under Section 47(a) (2) of the Philippine Immigration Act of 1940, as amended, except when they are holding official passports issued by their respective governments in connection with their official accreditation to participate in the programmes and activities of the Regional Centre, in which case they may be issued visas as foreign government officials.

Please be guided accordingly.

(SGD.) MANUEL COLLANTES  
Undersecretary of Foreign Affairs

Manila, 12 April 1977

TO ALL PHILIPPINE DIPLOMATIC  
AND CONSULAR ESTABLISHMENTS



PROGRAM TITLE  
AND SCHEDULE:

# PARTICIPANT'S INFORMATION FORM

SEDF Course on Excellence in Strategic Thinking and Innovation  
Phase 1: October 24-28, 2016; Phase 2: November 16-23, 2016;  
Phase 3: January 9-13, 2017

Course Code:

TITLE <small>(i.e. Mr/Ms/Mrs/Dr)</small>		LAST NAME (Family Name)		FIRST NAME (Given Name)		MIDDLE NAME		
POSITION/ DESIGNATION			NICKNAME		NATIONALITY		GENDER <input type="checkbox"/> Male <input type="checkbox"/> Female	
BIRTH DATE <small>(mm/dd/yyyy)</small>		AGE	RELIGION	DIETARY RESTRICTION		CIVIL STATUS <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Others _____		
INSTITUTION NAME			MOBILE NUMBER		E-MAIL ADDRESS			
INSTITUTION ADDRESS No. and Street _____ Town _____ City/ Province _____ State/ Region _____ Country _____ Postal/ Zip Code: _____ Tel: (____) _____ Fax: (____) _____ Website: _____				COMMUNICATION SKILLS			COMPUTER LITERACY	
				Language	Understand	Read/ Write	Speak	Word Processing <input type="checkbox"/>
				Have you attended any SEAMEO INNOTECH Program before? <input type="checkbox"/> Yes <input type="checkbox"/> No				
				If YES, what course and when? _____				
EDUCATIONAL ATTAINMENT								
Degree		Specialization			Year Completed		Remarks	
EMPLOYMENT HISTORY ( in the last 5 years)								
Position		Institution			City/ Province		From	To
No. of Yrs. of Experience as SCHOOL HEAD _____		Number of Yrs. of Experience as TEACHER _____			Number of TEACHERS being supervised _____			
RELATED TRAINING PROGRAMS ATTENDED (in the last 3 years)								
Program Title					Program Dates			
CONTACT IN CASE OF EMERGENCY								
Name:				Relationship:				
Address:				Contact/ Mobile Number:				

### Privacy Statement and Consent to Use of Data

SEAMEO INNOTECH takes data privacy seriously. As such, personal information that you share with us are treated with utmost care and sensitivity.

All personal details and photo/ video/ audio documentation related to your participation in SEAMEO INNOTECH programs/projects/activities are managed by the Center for educational purposes. Such are gathered for the following reasons:

- for use in Center-generated reports, documents, publications and audio-video productions;
- for inclusion in databases of Center participants, partners and stakeholders;
- to make appropriate logistical arrangements, whenever necessary;
- to contact you for any updates related to Center programs/activities, as well as address queries and questions that you may have;
- to identify persons to contact in case of emergency; and
- to send evaluation instruments and other post-program/post-activity documents as needed.

The Center assures you that we will only use your personal details and photo/ video/ audio documentation for non-commercial purposes. Adequate control, means and access to your personal data are in place to ensure the safety, integrity and confidentiality of information that you have shared.

Signing on the space provided below signifies that you have read and understood the data privacy policy of SEAMEO INNOTECH. Further, you are certifying that the information contained herein is true and correct, and you have given consent to the collection and use of your personal information, as well as photo/video/audio documentation for purposes stated above.

\_\_\_\_\_  
(Signature over Printed Name)

Date: \_\_\_\_\_