



Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS  
Schools Division Office of Negros Oriental

**Office of the Schools Division  
Superintendent**

15 JUN 2023

DIVISION MEMORANDUM

No. 419, s. 2023

**CALL FOR NOMINATION TO JICA'S YOUNG LEADERS PROGRAM**

To: Assistant Schools Division Superintendent  
Chief, CID and SGOD  
Education Program Supervisors/Division Coordinators  
Public Schools District Supervisors/ District In-Charge  
Elementary & Secondary School Heads  
All Others Concerned

1. Attached is Regional Memorandum No. 0360, titled **Call for Nomination to JICA's Young Leaders Program**, contents of which are self-explanatory.
2. Interested applicants may send their Letter of Intent (LOI) to the Schools Division Superintendent (SDS) thru the Human Resource Development Section (HRDS) on or before June 7, 2023 or through this link: <https://bit.ly/JICAYoungLeaders>.
3. In adherence with the Civil Service Commission's mandate on **Equal Opportunity Principle**, all interested personnel may inquire or may contact the Human Resource Development Section (HRDS) through (035) 225-6180.
4. For details, please see attached memorandum.
5. For the information and guidance of all concerned.

By the Authority of the Schools Division Superintendent:

**NILITA L. RAGAY EdD**

OIC-Assistant Schools Division Superintendent  
Office, In-Charge

6/13/23

NCO/JMA-MKP-NLR/SGOD/EB/irmsm  
June 13, 2023



**Address:**Kagawanan Avenue, Capitol Area, Daro, Dumaguete City  
**Telephone Nos.:**(035)225-2838 / 225-0667 / 422-7644  
**Email Address:**negros.oriental@deped.gov.ph



Republic of the Philippines  
**Department of Education**  
REGION VII - CENTRAL VISAYAS

Office of the Regional Director



JUN 06 2023

REGIONAL MEMORANDUM  
No. **0360**, s. 2023

**CALL FOR NOMINATION TO JICA'S YOUNG LEADERS PROGRAM**

To: Schools Division Superintendents  
All Others Concerned

1. Attached is DepEd Memorandum DM- OUHROD- 2023- 0732 from USEC Gloria Jumamil-Mercado, Undersecretary for Human Resource and Organizational Development, titled **Call for Nomination to JICA'S Young Leaders Program**, contents of which are self- explanatory, for the information and guidance of all concerned.
2. The accomplished participant's nomination form and other required documents must be submitted on or before June 7, 2023 through this link: <https://bit.ly/JICAYoungLeaders>.
3. For more details, refer to the attached communication.
4. For queries and clarifications, you may contact Dr. Rosa H. Cabotaje, Scholarship Focal Person through this email address, [rosa.cabotaje@deped.gov.ph](mailto:rosa.cabotaje@deped.gov.ph).
5. For immediate and wide dissemination.

  
**SALUSTIANO T. JIMENEZ JD, EdD, CESO IV**  
Director IV  
Regional Director 

STJ/FYA/HRDD/NEAP-RO7/MGB/RHC



Address: Doña M. Gaisano St., Sudlon, Lahug, Cebu City  
Telephone Nos.: (032) 231-1433; (032) 414-7399  
Email Address: [region7@deped.gov.ph](mailto:region7@deped.gov.ph)

**Department of Education**

OFFICE OF THE UNDERSECRETARY

HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

**MEMORANDUM**

DM-OUHROD-2023-0732

TO : Bureau Directors  
Regional Directors  
Schools Division Superintendents  
Public and Private Elementary and Secondary School Heads  
All Others Concerned

FROM : *[Signature]*  
GLORIA JUMAMIL-MERCADO  
Undersecretary for Human Resource and Organizational Development

SUBJECT : **CALL FOR NOMINATION TO JICA'S YOUNG LEADERS PROGRAM**

DATE : **May 30, 2023**

The Japan International Cooperation Agency (JICA) announces its regular scholarship offering titled, "JICA Knowledge Co-Creation Program: Young Leaders." The course details are as follows:

<b>Course Title</b>	JICA Knowledge Co-Creation Program: Young Leaders Primary/Secondary Education (Education Administration)
<b>Course Schedule</b>	July 11-28, 2023
<b>Modality</b>	Face to Face
<b>Target Participants</b>	Central or local government officers engaged in primary/secondary education administration
<b>No. of slots</b>	13 Slots for Philippines <i>(This program is offered to all other government offices, GOOCs, and NGOs)</i>

NEAP encourages each bureau/office from the Central Office to nominate one (1) Supervising Education Program Specialist (SVEPS) or Senior Education Program Specialist (SEPS). Meanwhile, the Regional Offices may nominate at least one of the following: principal, assistant principal, teacher-in-charge, head teacher, SHS focal person, master teacher.

All nominees must meet the qualifications and submit the documentary requirements listed below:

**Qualifications**

- a. Filipino citizen
- b. **Must be 20-35 years old at the time of the training** (as required by JICA)
- c. Must be computer literate
- d. Must be able and willing to utilize course learning as well as share them with other upon completion of the program

**Documentary Requirements**

1. Updated Personal Data Sheet
2. Screening Form *(via Google Form)*
3. Rated IPCRF for the past two years
4. Endorsements from the head of office
  - a. Endorsement from the Schools Division Office



Republika ng Pilipinas

# Department of Education

OFFICE OF THE UNDERSECRETARY

HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

## MEMORANDUM

DM-OUHROD-2023-0732

TO : Bureau Directors  
Regional Directors  
Schools Division Superintendents  
Public and Private Elementary and Secondary School Heads  
All Others Concerned

FROM : *[Signature]*  
GLORIA DOMAMIL MERCADO  
Undersecretary for Human Resource and Organizational Development

SUBJECT : CALL FOR NOMINATION TO JICA'S YOUNG LEADERS PROGRAM

DATE : May 30, 2023

The Japan International Cooperation Agency (JICA) announces its regular scholarship offering titled, "JICA Knowledge Co-Creation Program: Young Leaders." The course details are as follows:

Course Title	JICA Knowledge Co-Creation Program: Young Leaders Primary/Secondary Education (Education Administration)
Course Schedule	July 11-28, 2023
Modality	Face to Face
Target Participants	Central or local government officers engaged in primary/secondary education administration
No. of slots	13 Slots for Philippines (This program is offered to all other government offices, GOOCs, and NGOs)

NEAP encourages each bureau/office from the Central Office to nominate one (1) Supervising Education Program Specialist (SVEPS) or Senior Education Program Specialist (SEPS). Meanwhile, the Regional Offices may nominate at least one of the following: principal, assistant principal, teacher-in-charge, head teacher, SHS focal person, master teacher.

All nominees must meet the qualifications and submit the documentary requirements listed below:

Qualifications	Documentary Requirements
a. Filipino citizen	1. Updated Personal Data Sheet
b. Must be 20-35 years old at the time of the training (as required by JICA)	2. Screening Form (via Google Form)
c. Must be computer literate	3. Rated IPCRF for the past two years
d. Must be able and willing to utilize course learning as well as share them with other upon completion of the program	4. Endorsements from the head of office <ul style="list-style-type: none"> <li>a. Endorsement from the Schools Division Office</li> </ul>

- c. Must hold a permanent appointment at the organization nominating him/her
  - f. Must have no pending administrative and/or criminal case
  - g. Must have a college degree and/or sufficient demonstrated ability and experience related/relevant to the course he/she is applying for
  - h. Must have a good command of the English language (spoken and written)
  - i. Must have professional development needs aligned with the KRAS of the organization
  - j. Must have outstanding accomplishments related/leading to the program application for
  - k. Must have no pending nomination for scholarship in another program/course or have already rendered the required service obligation for a scholarship previously enjoyed
  - l. Must be physically and mentally fit
  - m. Must be a **holder of a valid passport (valid for at least 6 months from the date of travel)**
  - n. **Should not have, in principle, stayed in Japan**
- through the Office of the SDS
  - b. Nomination Letter from the Regional/Bureau Director or his/her duly authorized representative (thru the Regional HRDD Chiefs) **\*\* (us applicable only)**
  - c. Nomination Letter from Bureau/Office Director or his/her designated signing authority **\*\* (for Central Office applicants)**
  - d. Certification of Outstanding Accomplishments signed by applicant's immediate supervisor
- Additional requirements by JICA
1. Young Leaders Application Form
  2. Additional Required Data Form
  3. Inception Report
  4. Young Leaders Certification
  5. Official Service Record
  6. Photocopy of Passport
  7. A one-page "As a young leader, what can I do to help my country?" Essay (1 page, A4 size, 1.0 spacing, Arial 11).
  8. Medical Certificate
  9. Valid Original NBI clearance

All JICA forms may be downloaded through this link:

**The Participant Nomination Form and required documents must be filled out and uploaded on or before June 7, 2023, through this Google Form** [https://forms.gle/3833333333333333](#). Please use the official DepEd email accounts and submit the documents in PDF.

Applications may be disqualified due to various reasons such as but not limited to incomplete requirements, unsigned endorsement/s, application was sent directly through the secretariat's email, discrepancy in documents, etc.

JICA, the sponsoring institution, shall screen and select the participants to this training based on the submitted documents of all applicants. Results will be coordinated with the NEAP Scholarship Secretariat not later than July 7, 2023.

For questions and clarifications, please contact DepEd Scholarship Secretariat via email at [secretariat@deped.gov.ph](mailto:secretariat@deped.gov.ph)

Immediate dissemination and appropriate action of this memorandum is desired.

**Copy furnished:**  
 International Cooperation Office  
 Office of Undersecretary for Curriculum and Instruction