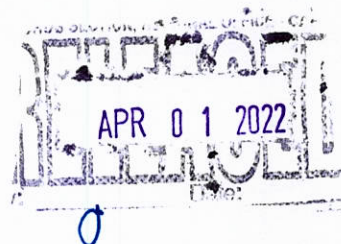




Republic of the Philippines
Department of Education
CARAGA REGION



April 01, 2022

REGIONAL MEMORANDUM

No. 0760, s. 2022

To: SCHOOLS DIVISION SUPERINTENDENTS
This Region

**MALAYSIAN TECHNICAL COOPERATION PROGRAMME (MTCP) – TECHNICAL
EDUCATION and SKILLS DEVELOPMENT AUTHORITY ONLINE
TRAINING PROGRAMS**

1. The Malaysian Technical Cooperation Programme (MTCP) in coordination with the Technical Education and Skills Authority (TESDA)) announces its online program entitled **“Instructional Design Using Blended Learning Model in Secondary Science and Mathematics”**.
2. The training program will run from June 20, 2022 to July 01, 2022.
3. The Division is encouraged to send one (1) nominee per subject area with the following qualifications:
 - a. Filipino citizen
 - b. must be 50 years old below;
 - c. at least five (5) years of service in the government (DepEd)
 - d. must hold a permanent appointment at the organization nominating him/her;
 - e. must be computer literate and have access to a stable Internet connection to enable them to participate in online interactions;
 - f. able and willing to utilize the course learning as well as share them with others upon completion of the program
 - g. must have no pending administrative and/or criminal offense;
 - h. must have a college degree and/or sufficiently demonstrated ability and experience related/relevant to the course he/she is applying for;
 - i. must have a good command of the English language (spoken and written);
 - j. must have professional development needs aligned with the KRAs of the organization
 - k. must have outstanding accomplishments related/leading to the program applied for
 - l. must have no pending nomination for scholarship in another program/course or have already rendered the required service obligation for a scholarship previously enjoyed.
 - m. must be physically and mentally fit.



Address: J.P. Rosales Avenue,
Butuan City
Trunkline No: (085) 342-8207
Telefax No: (085) 342-5969
Email: caraga@deped.gov.ph



Document Control No:
DepEdRO13-F-REC-013/R3/02-18-2020

4. The following documents shall be submitted to this office via email at caraga@deped.gov.ph copy furnished the Human Resource Development Division at scholarships_depedcaraga@deped.gov.ph and Mr. Elmer Augustus F. Conde at elmeraugsus.conde@deped.gov.ph.

- a. Nominee Assessment Form (see attached)
- b. Updated Personal Data Sheet
- c. Rated IPCRF for the past two (2) years
- d. Endorsement from the head of office
 - d.1. endorsement from the Schools Division Office through the Office of the Schools Division Superintendent
 - d.2. Nomination letter from the Regional/Bureau Director or his/her duly authorized representative (thru the Regional HRDD Chiefs)

5. The Nominee Assessment Form shall be accomplished using the MS Word format. The rest of the documentary requirements shall be submitted as separate pdf files.

6. The applicants are also advised to prepare the following additional requirements set by the sponsoring agency:

- a. One (1) original statement of PRESENT Actual Duties and Responsibilities relevant to the course certified by the immediate supervisor.
- b. One (1) original Certification from the Head/Manager of the Human Resource Department (please see attachment)
- c. One (1) certified true copy of diploma/s for baccalaureate and Graduate courses.
- d. One (1) set of MTCP application form with passport-sized photos (Strictly no scanning and photocopy of pictures and fill all the blanks in the form. Incomplete application form will not be considered. Page 03 of the form deals specifically on the proficiency scores which need to be completed by the HR only)
- e. One (1) certified copy of valid passport/ valid company ID

7. For further inquiries and clarification, you may contact the DepEd RO Scholarship Secretariat Mr. Elmer Augustus F. Conde, EPS II, RNEAP thru email at elmeraugsus.conde@deped.gov.ph.



MA. GEMMA MERCADO LEDESMA
Regional Director



Encl/s.: As stated
Reference/s: DM-CI-2022-0016
To be indicated in the Perpetual Index
under the following subjects:

LEARNING AND DEVELOPMENT	SCHOLARSHIP	TRAINING
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HRD/ea/c
04/01/2022



Republic of the Philippines

Department of Education

UNDERSECRETARY FOR CURRICULUM AND INSTRUCTION

457232

MEMORANDUM
DM-CI-2022-00 099

TO : Minister of Ministry of Basic, Higher and Technical Education, BARMM
Regional Directors
Schools Division Superintendents
Heads of Public Elementary and Secondary Schools
All Others Concerned

FROM : DIOSDADO M. SAN ANTONIO
Undersecretary for Curriculum and Instruction

for CM *San Antonio*

SUBJECT : Malaysian Technical Cooperation Programme (MTCP) - TESDA

DATE : 24 March 2022

The Malaysian Technical Cooperation Programme (MTCP) in coordination with Technical Education and Skills Authority (TESDA) announces its online training program, details are as follows:

Course Title	Instructional Design Using Blended Learning Model in Secondary Science and Mathematics
Course Schedule	Date June 20, 2022 to July 01, 2022 Time 14:00 - 17:15 (Malaysia Time, GMT+8)
Target Participants	Secondary Science and Mathematics teachers / national trainers
Modality	Online

Considering the current pandemic situation and traveling restrictions in our region, the MTCP has decided to implement this course via online mode.

For our selection purposes, we encourage each region to nominate one (1) teacher per subject area with the following qualifications and corresponding documentary requirements:

Qualifications	Documentary Requirements
a. Filipino citizen	1. Updated Personal Data Sheet
b. Must be 50 years old below.	2. Screening Form (via Google Form)

c. At least five (5) years of service in the government (DepEd) at the time of nomination	3. Rated IPCRF for the past two years
d. Must be computer literate and have access to a stable Internet connection to enable them to participate in online interactions.	4. Endorsements from the head of the office
e. Able and willing to utilize course learning as well as share them with others upon completion of the program.	a. endorsement from the Schools Division Office through the Office of the SDS
f. Must hold a permanent appointment at the organization nominating him/her	b. Nomination Letter from the Regional/Bureau Director or his/her duly authorized representative (thru the Regional HRDD Chiefs)
g. Must have no pending administrative and/or criminal case	Please also prepare additional requirements set by the sponsoring agency:
h. Must have a college degree and/or sufficient demonstrated ability and experience related/relevant to the course he/she is applying for	• One (1) original Statement of PRESENT Actual Duties and Responsibilities RELEVANT to the course certified by the immediate supervisor • One (1) original Certification from the Head/Manager of the Human Resource Department • (Please see attached CERTIFICATION format) • One (1) certified copy Diploma/s for Baccalaureate and Graduate courses • One (1) set MTCP Application form with passport-sized photos (STRICTLY no scanning and photocopy of pictures and fill all the blanks in the form, incomplete application forms will not be considered. Page 3 of the form deals specifically on the English proficiency scores which need to be completed by the HR only.) • One (1) certified copy of Valid Passport / VALID COMPANY ID
i. Must have a good command of the English language (spoken and written)	
j. Must have professional development needs aligned with the KRAs of the organization.	
k. Must have outstanding accomplishments related/leading to the program applying for	
l. Must have no pending nomination for scholarship in another program/course or have already rendered the required service obligation for a scholarship previously enjoyed	
m. Physically and mentally fit	

The Participant's Nomination Form and required documents must be filled out and uploaded through this Google Form <https://bit.ly/TESDA-MTCP-May2022> on or before **April 25, 2022**. Furthermore, candidates will undergo an **interview screening** that will be conducted by TESDA on **May 12, 2022**. Please take note that the Google Form only accepts responses from official DepEd email accounts and documents must be submitted in PDF Form.

Immediate dissemination and appropriate action for this memorandum are desired.

COURSE TITLE

Application of (NAME of NOMINEE)

Region: _____

Submitted on (DATE and TIME)

1. Email Addresses:	
2. Training Course:	
3. Contact Numbers:	
4. Designation/Position:	
5. Work Station (School/Office Unit):	
6. School Division Office:	
7. Religion:	
8. Age:	
9. Number of Years in DepEd	
10. Work Experience/s Related to Teaching (Indicate the highlights and duration.)	
11. Outstanding Accomplishments (Max of 5)	
12. Educational Attainment (Indicate School, Program, Specialization, and Title of Thesis/Dissertation, if any.)	
13. What challenges had you experienced as a teacher? What did you learn from them?	
14. What initiatives do you plan to implement so your school/office will benefit from this program?	
15. How did you hear about this scholarship opportunity?	


MALAYSIAN TECHNICAL COOPERATION PROGRAMME (MTCP)

Please affix
passport size
photograph

APPLICATION FORM (ONLINE) 2022
FOR OFFICIAL USE ONLY

Please type or write clearly in capital letters. Do not leave any space blank. Use "NIL" or "N/A" where applicable

Reference no : _____
 Received : _____
 Checked : _____
 Recommendation: ☐ YES
 by Mission ☐ NO

Title of Course:	Date of Course:
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1. PERSONAL DETAILS

Family Name (surname):	Date of birth : Day Month Year
First Name:	Citizenship:
Other Names:	Gender:
City and country of birth:	Marital status:
Passport No.: Type of Passport: (Diplomatic/Official/Regular) Expiry Date:	Religion:

2. CONTACT DETAILS

Mailing Address:	Office Address:
Mobile: Country Area Number	Home: Country Area Number
Office: Country Area Number	Fax: Country Area Number
Email:	
Person to be contacted in case of emergency :	
Family Name: Relation: Mobile Number: Address: Email:	Office Name: Position: Mobile Number: Address: Email:

NOTE : This application form should be duly completed and endorsed by the National Focal Point incharge of Technical Cooperation in your country. Forms which are incomplete or not endorsed will not be accepted.

3. EDUCATION

Name of institution and place of study	Major/Field of study	Years	Degree

4. EMPLOYMENT RECORD

A. Present or most recent post	B. Previous post
Employer:	Employer:
Years of service (from – to):	Years of service (from – to):
Title of your post/position:	Title of your post/position:
Type of organization: Government / Semi Government / Private / NGO	Type of organization: Government / Semi Government / Private / NGO

Please describe briefly your work including your responsibility.

*Please continue on supplementary pages if necessary

NOTE : This application form should be duly completed and endorsed by the National Focal Point incharge of Techncial Cooperation in your country. Forms which are incomplete or not endorsed will not be accepted.

5. REASONS FOR APPLYING THIS COURSE

Have you participated in any training programme in Malaysia before?: YES/NO

Name of Programme:

Organiser:

Year:

Have you participated in any MTCP training programme in Malaysia before?: YES/NO

Name of Course:

Name of Training Institute:

Year:

Please state briefly the reasons for applying to this course and how you hope to benefit from the course.

6. ENGLISH LANGUAGE PROFICIENCY

	Excellent	Good	Fair	Basic	Remarks
Listening					
Speaking					
Writing					
Reading					

Mother tongue : _____

NOTE : This application form should be duly completed and endorsed by the National Focal Point incharge of Techncial Cooperation in your country. Forms which are incomplete or not endorsed will not be accepted.

7. APPLICANT'S DECLARATION

I, _____ of _____
Name of applicant Representing Country

Declare that:

- a) All information provided is true, complete and accurate to the best of my belief and knowledge, and that I have not wilfully suppressed any material facts;
- b) I am medically fit and free from any medical problems which may impair my ability to attend and complete the training; and
- c) I grant my portrait right licence to MTCP, which is to allow MTCP to shoot photographs and/or videos of my participation to the MTCP and utilize them for the public relation materials of MTCP where and when necessary.

Upon successful selection for the training award, I undertake to:

- a) carry out instructions and abide by such terms and conditions as may be stipulated by the nominating and host governments in respect of this training course;
- b) abide by the rules and regulations of the training institution in which I undertake to study in or be trained under;
- c) submit/present any report which may be required;
- d) refrain from engaging in political activities and any form of employment for profit or gain; and
- e) discontinue the course should I be found guilty of misconduct or be medically unfit.

I fully understand that if I fail to comply with the terms and conditions of the training award, and/or any of the above declarations are found to be untrue, the award will be terminated with immediate effect.

Date

Signature of applicant

LETTER OF INDEMNITY

I _____, Passport Number: _____ having an address at _____, hereby declare that I shall be personally liable for and shall indemnify the Government of Malaysia and _____ against all liabilities, claims, losses, demands, actions, suits, proceedings, costs or expenses, in part/total, whatsoever arising under the laws of Malaysia or common law which may be made or taken against the Government of Malaysia and/or _____ or incurred or become payable by the Government of Malaysia and/or _____ in respect of any medical illness, personal injury (whether fatal or otherwise), or the death of any person, by reason of my carelessness, negligence, omission or default, in the course of my training with _____ which is appointed by the Government of Malaysia. Dated this ____ day ____ of 2022.

Signature of applicant)
Name of applicant)
Date)

In the presence of
Signature of Witness)
Name of Witness)
Designation of Witness)
I/C or Passport No.)

NOTE : This application form should be duly completed and endorsed by the National Focal Point incharge of Technical Cooperation in your country. Forms which are incomplete or not endorsed will not be accepted.

NOTE : This application form should be duly completed and endorsed by the National Focal Point incharge of Technical Cooperation in your country. Forms which are incomplete or not endorsed will not be accepted.

(Letterhead of the Agency/Department)

CERTIFICATION

Mr. / Ms. _____ herein referred to as the Applicant
and Mr. / Ms. _____ referred hereto as the Personnel
Manager certify that:

The Department of _____ thru its Scholarship Committee
endorses the nomination of Mr. / Ms. _____
to the _____ scheduled from
_____ to _____ and sponsored by the
_____.

The said applicant has no pending administrative or criminal case;

The applicant has no pending nomination in another course;

The applicant has rendered the required service obligation for a scholarship previously
enjoyed;

The applicant's PES ratings for the two immediate rating periods were at least Very
Satisfactory;

The applicant is physically and mentally fit to travel and attend training abroad; and

The applicant shall not withdraw from the nomination and once accepted shall complete
the course and not be allowed to cancel or terminate the scholarship/training without
justifiable reason and without giving prior notice to and getting the approval from the
donor institution, TESDA and this agency.

This certification is issued as part of the requirements for application to short-term, non
degree courses under the Foreign Scholarship Training Program.

Done this _____ day of _____ 20____.

Applicant

HR/Personnel Manager

FOREIGN SCHOLARSHIP AND TRAINING PROGRAM
NOMINEE DATA SHEET

Program/Course:

Name	Agency	Position	Age	Degree/ Education	Training Programs Relevant to the Course	Work Experience	Present Actual Duties & Responsibilities