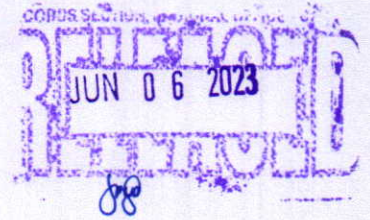




Republic of the Philippines
Department of Education
CARAGA REGION



June 5, 2023

REGIONAL MEMORANDUM

No. 0478, s. 2023

To: SCHOOLS DIVISION SUPERINTENDENTS
This Region

CALL FOR NOMINATION TO JICA'S YOUNG LEADERS PROGRAM

1. The Japan International Cooperation Agency (JICA) announces its regular scholarship offering titled, "JICA Knowledge Co-Creation Program: Young Leaders" with the following course details:

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 government offices, GOOCs, and NGOs)

2. Each Schools Division Office in this region is encouraged to nominate one of the following: principal, assistant principal, teacher-in-charge, head teacher, SHS focal person, master teacher with the following qualifications and documentary requirements:

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 others upon completion of the program	4. Endorsements form the head of office a. Endorsement from the Schools Division Office through the Office of the SDS b. Nomination Letter from the Regional Director or her duly representative (thru the HRDD Chief)
e. Must hold a permanent appointment	5. Certification of Outstanding Accomplishments signed by the applicant's



Address: J.P. Rosales Avenue, Butuan City
Trunkline No: (085) 225-1151
Telefax No: (085) 342-5969
Email: caraga@deped.gov.ph
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f. Must have no pending administrative and/or criminal case	immediate supervisor
g. Must have a college degree and/or sufficient demonstrated ability and experience related/relevant to the course he/she is applying for	<i>Additional requirements by JICA</i>
h. Must have a good command of the English language (spoken and written)	1. Young Leaders Application Form
i. Must have professional development needs aligned with the KRAs of the organization	2. Additional Required Data Form
j. Must have outstanding accomplishments related/leading to the program applying for	3. Inception Report
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	4. Young Leaders Certification
l. Must be physically and mentally fit	5. Official Service Record
m. Must be a holder of a valid passport (valid for at least 6 months from the date of travel)	6. Photocopy of Passport
n. Should not have, in principle, stayed in Japan	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: https://bit.ly/JICAYLReqs

3. Complete documentary requirements in portable data file (PDF) format shall be submitted to the Regional Office through hrdd_caraga@deped.gov.ph on or before **June 6, 2023** for screening purposes prior to the release of the approved Learning and Development Nomination Form by the Personnel Development Committee and endorsement to the Central Office by the Regional Director.

4. The uploading of required documents and the Participant Nomination Form of the final nominees via Google form at <https://bit.ly/JICAYoungLeaders> shall be done **not later than June 7, 2023**.

5. For more information, please contact Maria Ruth R. Edradan at hrdd_caraga@deped.gov.ph.



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6. Immediate and wide dissemination of this memorandum is desired.

MARIA INES C. ASUNCION

Director III
Officer-in-Charge
Office of the Regional Director

Encl/s.: NONE

Reference/s: DM-OUHROD-2023-0732

To be indicated in the Perpetual Index
under the following subjects:

LEARNING AND DEVELOPMENT TRAINING PROGRAMS SCHOLARSHIP

HRD/mrre
06/05/2023



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