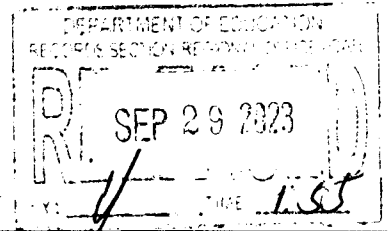




Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION



28 September 2023

REGIONAL MEMORANDUM
No. 573.2023

**CALL FOR NOMINATION TO JICA-KCCP CF: IMPROVEMENT OF
EDUCATION IN REMOTE AREAS – FOR THE ACHIEVEMENT
OF SUSTAINABLE DEVELOPMENT GOALS (SDGS)**

To: Schools Division Superintendents
All Other Concerned

1. Pursuant to DM-OUHROD-2023-1384, this office through the Human Resource Development Division (HRDD), calls for submission of nominees to the Japan International Cooperation Agency – Knowledge Co-Creation Program Country Focus (JICA-KCCP CF): Improvement of Education in Remote Areas – for the Achievement of Sustainable Development Goals (SDGS).
2. The course details are as follows:
Course title: KCCP CF 202209474J002 Improvement of Education in Remote Areas - for the Achievement of SDGs
Course Schedule: November 21 – December 13, 2023
Modality: Face to Face
Target Participants: This program is offered for those responsible for planning and managing basic education in central and local governments, which addresses reducing domestic disparities and rural areas and the socially vulnerable.
3. Each SDO shall nominate one (1) nominee after evaluation by the SDO Professional Development Committee (PDC) shall screen nominees based on Enclosure 1.
4. In view of one slot provided for the region, the Regional PDC shall screen nominees based on Enclosure 1.
5. JICA Application forms may be downloaded through this link: <https://bit.ly/3Zbjghp>.
6. The Participant Nomination Form and required documents must be filled out and uploaded in PDF using the official DepEd email account on or before **October 4, 2023** through this google form <https://tinyurl.com/23jica>.
7. Applications may be disqualified due to various reasons such as but not limited to incomplete requirements, no official endorsement/s, application being sent directly through the secretariat's email, discrepancy in documents, etc.



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8. For queries and clarifications, please contact the Human Resource Development Division – National Educators Academy of the Philippines in the Region (HRDD-NEAPR) through Rosita C. Agnasi, OIC-HRDD-NEAPR or Elvernice S. Fanged, Scholarship Focal Person through email address at car.neapr@deped.gov.ph.
9. Immediate and widest dissemination of this Memorandum is directed.

ESTELA P. LEON-CARIÑO EdD, CESO III
Director IV/ Regional Director

FOR THE REGIONAL DIRECTOR:


RONALD E. CASTILLO, CESO V
Assistant Regional Director 



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(Enclosure 1 to RM No. _____)

ELIGIBILITY AND DOCUMENTARY REQUIREMENTS

Name:
Scholarship Program:
Sponsoring Agency/Organization:
Region/SDO:
Work Station:

Remarks	Eligibility	Documentary Requirements
(<input checked="" type="checkbox"/> others)	a. Must be a Filipino citizen.	Updated Personal Data Sheet
	b. Must be thirty (30) – forty-five (45) years old (<i>JICA's requirement</i>);	
	c. Must have obtained a very satisfactory (VS) performance rating for two (2) consecutive years.	Latest rated performance rating with approved IDP
	d. Must present his/her Individual Development Plan (IDP) that is validated by the head of the office.	
	e. Must be holding a permanent item.	Updated Service Record
	f. Must be physically, mentally, and psychologically fit.	Medical certificate from any government physician as to health status.
	g. Must have no master's degree (for those who will apply for a master's degree) and shall have no doctoral degree (for those who will apply for a doctoral degree).	Updated Personal Data Sheet
	h. Must have no current or pending enrollment in other institutions for graduate or postgraduate degree programs (for degree programs).	

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DepEd Tayo Cordillera

<https://depedcar.ph>



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i. Must be willing to sign a Scholarship Contract and commit to its provisions. (shall be complied with after being officially nominated)

j. Must be willing to prepare, share, and implement a Scholarship Report and Work Application Plan (WAP).

k. Must have no pending administrative, civil, or criminal case, and must have not been found guilty of any violation involving moral turpitude, corruption, or fraud. Certificate of no pending administrative/legal charges

l. Has already finished his/her existing service obligation for a scholarship, if any. Clearance from HRDD/NEAP

***In any case that the HRDD has no existing format, please use Enclosure 2 of this memo*

m. Has no pending application for retirement.

n. Must be able to render his/her service obligation vis-a-vis the duration of the scholarship.

o. Must have a college degree related to the field of study or have sufficient demonstrated ability and experience in the field of study;

Essential Qualification set by JICA

1. **Current Duties:** be in charge of education improvement in remote and isolated areas. Please note that "RIA education" does not necessarily mean remote education through information and communication technology.
2. **Educational Background:** has a Bachelor's degree or higher (including an equivalent academic experience)
3. **Language Proficiency:** has a competent command of spoken and written English proficiency
4. **Health:** must be in good health, both physically and mentally, to participate in the program
5. **IT Literacy:** required to use Microsoft PowerPoint, Word, Excel, etc. on presentations and program-related activities; expected to learn with extra online materials

Recommended Qualifications set by JICA

1. **Age:** between thirty (30) and forty-five (50) years old

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2. **Gender Equality and Women's Empowerment:** Women are encouraged to apply for the program. JICA commits to promote gender equality and women's empowerment, providing equal opportunity for all applicants regardless of sexual orientation or gender identity.

Required Document for Application set by JICA

1. **Application Form: The Application Form is available at the JICA office (or the Embassy of Japan)**
 - * If you have any difficulties/disabilities that require assistance, please specify the necessary assistance in the Medical History (1-(d)) of the application form. It may allow us (people concerned with this course) to prepare better logistics or alternatives.
2. **Photocopy of Passport:** to be submitted with the Application Form. Although we can accept an expired passport when you apply for it, you will be required to renew your passport and submit a photocopy of it **about 1 month before your departure.**
 - * Photocopy should include the following:
Name, date of birth, nationality, sex, passport number and expiry date
3. **Nominee's English Score Sheet:** to be submitted with the application form if you have any official documentation of English ability (e.g., TOEFL, TOEIC, IELTS). If you do not have one of them, you have to take an English review at the JICA overseas office.
4. **Inception Report (PRINTED paper):** to be submitted with the Application Form (using MS PowerPoint).
 - * The Inception Report will be presented by each accepted participant using MS PowerPoint on the first week of the program. The report includes four (4) parts:
 - i. Overview of education and NFE system
 - ii. Alternative learning systems
 - iii. Lifelong learning and community development
 - iv. Vocational/employment support and life skills
 - v. Expectations of this program by participants and institutions