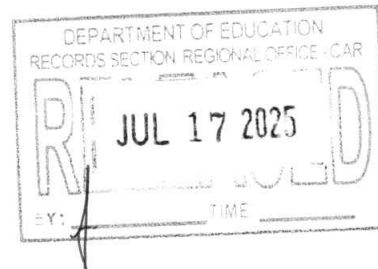




Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION



16 July 2025

REGIONAL MEMORANDUM
No. 515.2025

**CALL FOR NOMINATIONS FOR THE ASIAN PRODUCTIVITY ORGANIZATION
WORKSHOP ON PROMOTING PRODUCTIVITY THROUGH DIGITALIZATION**

To: Assistant Regional Director
Schools Division Superintendents
All Other Concerned

1. Relative to DM-OUHROD-2025-1772 re: Call for Nominations for the Asian Productivity Organization Workshop on Promoting Productivity through Digitalization, this office calls for nominations for the Asian Productivity Organization Workshop on Promoting Productivity through Digitalization.
2. The Asian Productivity Organization (APO), through the Development Academy of the Philippines, announces its **Call for Nominations** for the **Workshop on Promoting Productivity through Digitalization**, with details as follows:

Workshop Title	Workshop on AI Management Systems
Schedule	06-09 October 2025
No. of Slots	Two (2)
Modality and Venue	Face-to-face (Pakistan)
Target Participants	DepEd Officials involved in productivity and digital policy or trainers engaged in digital adoption and organizational transformation efforts <i>Note: Priority will be given to nominees who have not participated in any APO projects in the last two (2) years.</i>

3. Each SDO shall recommend one (1) nominee after evaluation by the SDO Personnel Development Committee (PDC) following the qualifications indicated in Enclosures 1, 2 and 3. The deadline for submission of an e-copy of requirements will be on **July 17, 2025** to carneapr@deped.gov.ph.
4. The APO shall cover the costs of round-trip international airfare using the most direct route, hotel accommodation, and per diem allowance for the official duration of the workshop. On the other hand, the successful participants are to shoulder other expenses such as passport fees, travel insurance, airport taxes, and any cancellation charges incurred due to last-minute withdrawal after acceptance.
5. The participants are advised to bring their laptops, extension cords, casual/comfortable attire for daily physical activities, and any necessary medication/s for the whole duration of the workshop.



Address: DepEd-CAR Complex, Wangal, La Trinidad, Benguet, 2601
Telephone No: (074) 422 – 1318
Email Address: car@deped.gov.ph



DepEd Tayo Cordillera



<https://depedcar.ph>





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6. 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.neapra@deped.gov.ph.

7. Immediate and widest dissemination of this Memorandum is directed.


Digitally signed by ESTELA P.
LEON-CARIÑO EdD, CESO III
Date: 2025.07.17 09:56:52 +08'00'
ESTELA P. LEON-CARIÑO EdD, CESO III
Regional Director, Director IV 

//HRDDNEAPCAR/RCA/ESF/2025apoaims



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(Enclosure 1 to RM No. **515.2025**)

GENERAL ELIGIBILITY REQUIREMENTS/CHECKLIST

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

Remarks (✓, ✗, others)	Eligibility	Documentary Requirements
	a. Must be a Filipino citizen.	Updated Personal Data Sheet
	b. Must have obtained a very satisfactory (VS) performance rating for two (2) consecutive years.	Latest rated performance rating with approved IDP
	c. Must present his/her Individual Development Plan (IDP) that is validated by the head of the office.	
	d. Must be holding a permanent item.	Updated Service Record
	e. 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
	f. Must have no current or pending enrollment in other institutions for graduate or postgraduate degree programs (for degree programs).	
	g. Must be willing to sign a Scholarship Contract and commit to its provisions.	(shall be complied with after being officially nominated)
	h. Must have no pending administrative, civil, or criminal case, and must not have been found guilty of any violation involving moral turpitude, corruption, or fraud.	Certificate of no pending administrative/legal charges
	i. Educational Attainment	Photocopy of diploma of highest educational attainment/transcript of records
	j. Passport	Photocopy of VALID Passport
	k. Medical Result	ECG/Urinalysis/X-ray/Feccalysis and Medical Certificate that you are physically fit to undergo foreign training



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(Enclosure 2 to RM No. **515-2025**)

SCHOLARSHIP CLEARANCE

I. NAME		
II. Position/Designation		
III. Permanent Station		
IV. Has availed any scholarship program	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, fill out sections V-X, as applicable.
V. Scholarship Program	Program Type <input type="checkbox"/> Degree <input type="checkbox"/> Non-Degree	Title of the Program
VI. Scholarship Duration		
VII. Status	<input type="checkbox"/> Completed the course (Submit a copy of Certificate of Completion)	<input type="checkbox"/> Withdrawn from the Course (State the reason below)
VIII. Reason/s for Non-Completion (must be supported by attachments)	<input type="checkbox"/> Resignation <input type="checkbox"/> Transfer <input type="checkbox"/> Retirement <input type="checkbox"/> Others Explain further.	
IX. Service Obligation	No. of Months/Yrs Required	No. of Months/Yrs Completed
X. Reason for Non-Completion (must be supported by attachments)	<input type="checkbox"/> Resignation <input type="checkbox"/> Transfer <input type="checkbox"/> Retirement <input type="checkbox"/> Others Explain further.	
<i>I hereby attest that the information in this form and the supporting documents attached hereto are true and correct</i>		
Name and Signature of the Scholar <i>This is to certify that the information in this form and the supporting documents attached hereto are true and correct</i>		Date and Time
Name and Signature of the Recommending Authority (SDO - HRDD)		Date and Time
APPROVED		
Name and Signature of the Recommending Authority (RO-HRDD)		Date and Time