



Republic of the Philippines
Department of Education
REGION IX, ZAMBOANGA PENINSULA
SCHOOLS DIVISION OF DAPITAN CITY

Division Memorandum

No. 123 s. 2023

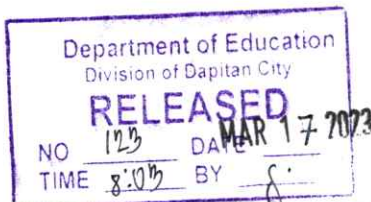
**TO: Human Resource Development Council
Chief Education Supervisors-CID & SGOD
Education Program Supervisors
PSDSs/ PICDs
School Heads
All Others Concerned**

FROM: FELIX ROMY A. TRIAMBULO, CESO V
Schools Division Superintendent

SUBJECT: DIVISION GUIDELINES ON L&D SCHOLARSHIP

DATE: February 28, 2023

1. Pursuant to RA 10533 otherwise known as the Enhanced Basic Education Act of 2013, DepEd Order No. 001s. 2020 and DepEd Order No. 040 s 2020, that ensure the provision of learning opportunities for its officials and employees, this office commits to provide professional development to meet the demand of quality teachers and school leaders.
2. DepEd Dapitan City through the Human Resource Development Section establishes its guidelines in the selection of Learning and Development (L&D) Nominees for Teaching and Non-teaching personnel to scholarship grants/ programs/interventions for continuous improvement in the delivery of basic education services and enhance the efficiency and responsiveness of civil servants.
3. Attached to this memorandum is the Division Guidelines in the selection of L&D Nominees as reference.
4. Immediate dissemination of and appropriate action on this memorandum is desired.



Sunset Boulevard, Dawo, Dapitan City
(065) 917-5113
www.depeddapitan.net

dapitan@deped.gov.ph
[fb.com/DepEdDapitanCity](https://www.facebook.com/DepEdDapitanCity)





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DIVISION GUIDELINES ON L&D SCHOLARSHIP

QUALIFICATIONS

1. Applicants must be a Filipino citizen.
2. At least 3 years of service in the government (DepEd) at the time of nomination/application.
3. Must be computer literate.
4. Must undergo interview from a panel.
5. Able and willing to apply course learning as well as share them with others upon completion of the program/scholarship.
6. Must hold a permanent appointment.
7. Must have no pending administrative and /or criminal case.
8. Must have a college degree and/or sufficient demonstrated ability and experience related /relevant with the course he/she is applying for.
9. Must have a good command of the English language (spoken and written).
10. Must have a professional development needs aligned with the KRAs of the Department.
11. Must have a very satisfactory accomplishments related /leading to the program applied.
12. Must have no pending nomination for scholarship in another program/course or have already rendered the required service obligation for a scholarship previously enjoyed.
13. Must complete the course/program requirement.
14. Must prepare and submit required report (Learning Application Plan (LAP) /Re-entry Action Plan (REAP)
15. Physically and mentally fit.

DOCUMENTARY REQUIREMENTS

1. Application Form
2. Updated Personal Data Sheet
3. Individual Performance Commitment and Review Form (IPCRF) for the past 3 years.
4. Endorsement from the school head.
5. Medical Certificate.



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