

Republika ng Pilipinas

Kagawaran ng Edukasyon

REHIYON V - BIKOL

TANGGAPANG PANSANGAY NG MGA PAARALAN NG CATANDUANES

19 May 2025

DIVISION MEMORANDUM

No. 452 s. 2025

**COMMENCEMENT OF E-LEARNING COURSES SCHOLARSHIP
PROGRAM FOR DEPED EDUCATORS - INTAKE 2**

To : Assistant Schools Division Superintendent
Chief Education Supervisors, CID and SGOD
Public Schools District Supervisors
Elementary / Secondary School Heads
All Other Concerned

1. In reference to the attached Regional Memorandum No. 620, S. 2025, titled *Commencement of E-Learning Courses Scholarship Program for DepEd Educators - INTAKE 2*, this office announces the Commencement of the E-Learning Courses Scholarship Program for Intake 2 participants.

2. SDO Catanduanes has been allocated 300 slots for Intake 2 of the program. To streamline the documentation process and ensure the accuracy of the participant information, all identified individuals listed in the attached List of Intake 2 Participants are required to register online through the NEAP Central Office-managed link: <https://forms.office.com/r/xM6q1QGWLr>. Please note that only those who successfully registered via this link will receive LinkedIn Activation email.

3. Intake 1 participants who have not activated their LinkedIn accounts or did not receive their activation links, but are still interested in continuing the NEAP E-Learning Courses, are requested to coordinate with the SGOD-Human Resource Development Section, either in person or via email hrd.ctd@deped.gov.ph.

4. Likewise, teachers who are interested in pursuing NEAP E-Learning Courses but are not part of Intake 1, 2, and 3 list, must also coordinate with SGOD-Human Resource Development Section, either in person or via email hrd.ctd@deped.gov.ph.

5. The selection of participants must strictly adhere to the following qualifications and parameters to ensure transparency, fairness, and alignment with program objectives:

a. **FY 2024 Performance** – Individual Performance Commitment and Review Form (IPCRF) Rating: Priority shall be given to educators with at least two (2) years of service based on their FY 2024 IPCRF ratings with consideration to the following categories:

- i. Teachers I-III needing intervention
- ii. Master Teachers I-III needing intervention



San Roque, Virac, Catanduanes
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Kagawaran ng Edukasyon

REHIYON V - BIKOL

TANGGAPANG PANSANGAY NG MGA PAARALAN NG CATANDUANES

- iii. High Performing Teachers I-III
 - iv. Head Teachers aiming for reclassification to teacher career line
 - b. **Expressed interest.** Interested educators must signify their willingness and intent to join the program by submitting a fully accomplished and signed Undertaking within ten (10) days after activation of their *LinkedIn Learning* account.
 - c. **Digital Readiness.** Participants must possess digital literacy and must be equipped with the necessary resources such as computer/laptop and stable internet connection to access and navigate the *LinkedIn Learning* platform.
 - d. **Equitable Distribution.** The above slot distribution ensures equitable representation across Schools Division Offices (SDOs) in consideration of teachers from Intake 1 who have not activated accounts. However, should there be challenges due to location and availability of stable internet connection in some areas within SDO, as reported by Schools Division Superintendent and verified by Regional Director, the slots may be reallocated to other more suitable SDOs.
5. The final scholars/participants, as endorsed by the ROs, will received a three (3)-month license upon activation of their accounts. During this time, they may freely navigate the learning platform and explore available courses.
6. Enclosed in this memorandum are:
- a. Regional Memorandum No. 620, S. 2025
 - b. List of Intake 2 Participants
7. For any questions or clarifications please email SGOD-HRD Section at hrd.ctd@deped.gov.ph. You may also visit HRD Active Links Manager site <https://depedctd.github.io/hrd-school/e-learning-courses>.
8. For information, guidance, and compliance.

By authority of the Schools Division Superintendent

puh:it
ATTY. NORLITO JR. P. AGUNDAY

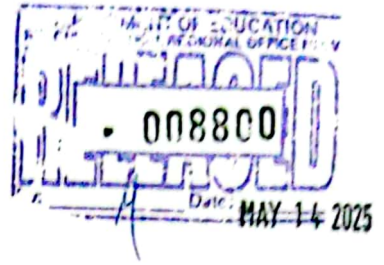
Attorney III

Officer-In-Charge

Office of the Schools Division Superintendent



Republic of the Philippines
Department of Education
REGION V - BICOL



13 May 2025

REGIONAL MEMORANDUM

No. 00620, s. 2025

COMMENCEMENT OF THE E-LEARNING COURSES SCHOLARSHIP PROGRAM
FOR DEPED EDUCATORS – INTAKE 2

To : Assistant Regional Director
Schools Division Superintendents
RO/SDO NEAP Focal Persons
HRDD-NEAP-R EPS-II
SGOD-HRDS SEPS and EPS-II
School Heads of Public Elementary and Secondary Schools
All Others Concerned

1. In reference to the attached DepEd Memorandum DM-OUHROD-2025-1170 "*Commencement of the E-Learning Courses Scholarship Program for DepEd Educators - Intake 2*", along with DepEd Memorandum DM-OUHROD-2025-0127 "*Provision of E-Learning Courses to DepEd Educators*", DepEd Memorandum DM-OUHROD-2025-0194 "*Supplemental Memorandum to DM-OUHROD-2025-0127: Guidance on the Implementation of the E-Learning Courses Scholarship Program for DepEd Educators*" and Regional Memorandum No. 63, 2025, "*Participation of DepEd Region 5 Educators to NEAP E-Learning Courses*", this Office announces the **Commencement of the E-Learning Courses Scholarship Program – Intake 2**.

2. On selection of final participants to Intake 2, Schools Division Offices (SDOs) through designated NEAP E-Learning Focal Persons are authorized to select participants based on the total number of slots to be filled as distributed below:

Activated	Slots to be Filled	Total
4, 690 (Intake 1) As of May 1, 2025)	3,439	8, 129

Albay	300
Camarines Norte	500
Camarines Sur	300
Catanduanes	300
Masbate	300
Sorsogon	300



Address: Regional Center Site, Rawis, Legazpi City, 4500
Telephone Nos.: 0969 516 9555
Email Address: region5@deped.gov.ph
Website: <https://region5.deped.gov.ph/>



Iriga City	205
Legazpi City	206
Ligao City	205
Masbate City	206
Naga City	205
Sorsogon City	206
Tabaco City	206

3. To fill the **slots for Intake 2** in our region, the SDOs may also re-endorse teachers who are part of the Intake 1 regional masterlist but have not yet activated their accounts.

4. The selection of participants must strictly adhere to the following qualifications and parameters to ensure transparency, fairness, and alignment with program objectives:

- **FY 2024 Performance – Individual Performance Commitment and Review Form (IPCRF) Rating:** Priority shall be given to educators with at least two (2) years of service based on their FY 2024 IPCRF ratings, with consideration to the following categories:

- Teachers I-III needing intervention
- Master Teachers I-III needing intervention
- High-performing Teachers I-III
- Head Teachers aiming for reclassification to teaching career line

- **Expressed Interest:** Interested educators must signify their willingness and intent to join the program by submitting a fully accomplished and signed *Undertaking (template is attached)*, within ten (10) days after activation of their *LinkedIn Learning* account. The ROs must submit to the NEAP Central Office the complete and accurate consolidated *Undertaking* of their respective participants.

- **Digital Readiness:** Participants must possess digital literacy and must be equipped with the necessary resources such as computer/laptop and stable internet connection to access and navigate the *LinkedIn Learning* platform.

- **Equitable Distribution:** The above slot distribution ensures equitable representation across Schools Division Offices (SDOs) in consideration of teachers from Intake 1 who have not activated accounts. However, should there be challenges due to location and availability of stable internet connection in some areas within one SDO, as reported by the Schools Division Superintendent and verified by the Regional Director, the slots may be reallocated to other more suitable SDOs.

5. To streamline the documentation process and ensure the accuracy of participant information, all identified and endorsed scholars/participants must register through the official e-learning registration form which can be accessed in this link: <https://forms.office.com/r/xM6q1QGwLR>.

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6. The final scholars/participants, as endorsed by the ROs, will receive a three (3) – month license upon activation of their accounts. During this time, they may freely navigate the learning platform and explore all available courses.

7. Please refer to the timeline of procedures and e-learning account activation below.

Procedure	Schedule
First Wave	
ROs' First Endorsement of Participants/Scholars to the NEAP Central Office	14 May 2025 (<i>deadline</i>)
Sending of Invitations/E-Learning License Access Credentials to Participants/Scholars via email	15 May 2025
Participants' Account Activation (First Wave)	16 May 2025
Second Wave	
ROs' Second Endorsement of Participants/ Scholars to the NEAP Central Office	19 May 2025 (<i>deadline</i>)
Sending of Invitations/E-Learning License Access Credentials to Participants/Scholars via email	20 May 2025
Participants' Account Activation (Second Wave)	21 May 2025

8. For any questions or clarifications, please contact HRDD-NEAP R at hrdd.row@deped.gov.ph or ncap.r5@deped.gov.ph.

9. Immediate dissemination of this Memorandum is desired.


GILBERT T. SADSAD
Regional Director

Encls.: As stated.

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

E-LEARNING NEAP TRAINING SCHOLARSHIP TEACHER TRAINING

HRDD-NEAPR/rth/jnn
05/13/2025



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Department of Education

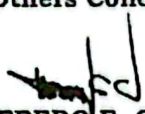
OFFICE OF THE UNDERSECRETARY


HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM

DM-OUHROD-2025- 1170

TO : Regional Directors
Schools Division Superintendents
HRDD Chiefs / NEAP R Focal Persons
School Heads
All Others Concerned

FROM :  **WILFREDO E. CABRAL**
Undersecretary
Human Resource and Organizational Development


CARMELA C. ORACION
Assistant Secretary
Human Resource and Organizational Development
(National Educators Academy of the Philippines)

SUBJECT : **COMMENCEMENT OF THE E-LEARNING COURSES SCHOLARSHIP PROGRAM FOR DEPED EDUCATORS - INTAKE 2**

DATE : 07 May 2025

In reference to DM-OUHROD-2025-0127 "Provision of E-Learning Courses to DepEd Educators" dated 16 January 2025 and DM-OUHROD-2025-0194 "Supplemental Memorandum to DM-OUHROD-2025-0127: Guidance on the Implementation of the E-Learning Courses Scholarship Program for DepEd Educators" dated 23 January 2025, the National Educators Academy of the Philippines (NEAP) announces the **Commencement of the E-Learning Courses Scholarship Program - Intake 2**, for which the following guidelines are provided:

I. Selection of Scholars/Participants

- A. The Regional Offices (ROs) are authorized to select participants for Intake 2 based on the **total number of slots to be filled**. Below is the status of account activation per region as of 01 May 2025, for reference.

Region	Activated	Slots to be Filled	Total
I	1,589	1,126	2,715
II	749	787	1,536
III	4,045	5,336	9,381
IV-A	6,232	7,293	13,525
IV-B	1,359	2,643	4,002
V	4,690	3,439	8,129
VI	3,588	7,900	11,488



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VII	3,381	2,573	5,954
VIII	1,897	2,433	4,330
IX	2,326	2,451	4,777
X	3,161	4,926	8,087
XI	1,362	4,243	5,605
XII	2,795	2,765	5,560
XIII	1,358	1,147	2,505
CAR	505	541	1,046
NCR	6,012	5,348	11,360
Total	45,049	54,951	100,000

B. To fill the 54,951 slots for Intake 2, the ROs may also re-endorse teachers who are part of the Intake 1 regional masterlist but have not yet activated their accounts.

C. The selection of participants must strictly adhere to the following qualifications and parameters to ensure transparency, fairness, and alignment with program objectives:

- **FY 2024 Performance – Individual Performance Commitment and Review Form (IPCRF) Rating:** Priority shall be given to educators with at least two (2) years of service based on their FY 2024 IPCRF ratings, with consideration to the following categories:
 - Teachers I-III needing intervention
 - Master Teachers I-III needing intervention
 - High-performing Teachers I-III
 - Head Teachers aiming for reclassification to teaching career line
- **Expressed Interest:** Interested educators must signify their willingness and intent to join the program by submitting a fully accomplished and signed *Undertaking (template is attached)*, within ten (10) days after activation of their *LinkedIn Learning* account. The ROs must submit to the NEAP Central Office the complete and accurate consolidated *Undertaking* of their respective participants.
- **Digital Readiness:** Participants must possess digital literacy and must be equipped with the necessary resources such as computer/laptop and stable internet connection to access and navigate the *LinkedIn Learning* platform.
- **Equitable Distribution:** The ROs must ensure equitable representation across Schools Division Offices (SDOs). However, should there be challenges due to location and availability of stable internet connection in some areas within one SDO, as reported by the Schools Division Superintendent and verified by the Regional Director, the slots may be reallocated to other more suitable SDOs.

II. Registration of Identified and Endorsed Scholars/Participants

A. To streamline the documentation process and ensure the accuracy of participant information, all identified and endorsed scholars/participants must register through the official e-learning registration form which is unique per region. Please see below the registration links.

Region	Link
I	https://forms.office.com/r/6meGNvIsRC



Room 102, Rizal Building, DepEd Complex, Meralco Ave., Pasig City 1600
 Telephone Nos.: (+632) 86337206, (+632) 86318494, (+632) 86366549
 Email Address: usec.hrod@deped.gov.ph | Website: www.deped.gov.ph

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II	https://forms.office.com/r/axSL45GfPh
III	https://forms.office.com/r/5KSSRaO9ZV
IV-A	https://forms.office.com/r/rqUJdUkPLX
IV-B	https://forms.office.com/r/in87aAITsX
V	https://forms.office.com/r/xM6q1QGWLr
VI	https://forms.office.com/r/gz18X5qX7K
VII	https://forms.office.com/r/4UEZgLGFWj
VIII	https://forms.office.com/r/D5SN65Ukr7
IX	https://forms.office.com/r/C38QcOpz7Z
X	https://forms.office.com/r/wpWl17L8Bq
XI	https://forms.office.com/r/CK586vV7h
XII	https://forms.office.com/r/URksKK8ugx
XIII	https://forms.office.com/r/1lx2urnb1Kz
CAR	https://forms.office.com/r/nKIdWJfIV
NCR	https://forms.office.com/r/8VNKnZcXKW

B. The ROs are directed to disseminate the above registration links to their respective regional participants and ensure that registration is completed prior to endorsement to the NEAP Central Office.

III. Timeline of Procedures and E-Learning Account Activation

A. The final scholars/participants, as endorsed by the ROs, will receive a three (3) – month license upon activation of their accounts. During this time, they may freely navigate the learning platform and explore all available courses.

B. Please refer to the timeline of procedures and e-learning account activation below.

Procedure	Schedule
First Wave	
ROs' First Endorsement of Participants/Scholars to the NEAP Central Office	14 May 2025 (deadline)
Sending of Invitations/E-Learning License Access Credentials to Participants/Scholars via email	15 May 2025
Participants' Account Activation (First Wave)	16 May 2025
Second Wave	
ROs' Second Endorsement of Participants/Scholars to the NEAP Central Office	19 May 2025 (deadline)
Sending of Invitations/E-Learning License Access Credentials to Participants/Scholars via email	20 May 2025
Participants' Account Activation (Second Wave)	21 May 2025

Should you have further questions and clarifications, please coordinate with **Ms. Rizza Pereyra**, Senior Education Program Specialist, NEAP Scholarship Secretariat, through email scholarships@deped.gov.ph or landline (02) 8715-9919.

For immediate dissemination and appropriate action.

Enclosures:

Enclosure 1 – DM-OUHROD-2025-0127 "Provision of E-Learning Courses to DepEd Educators" dated 16 January 2025
Enclosure 2 – DM-OUHROD-2025-0194 "Supplemental Memorandum to DM-OUHROD-2025-0127: Guidance on the Implementation of the E-Learning Courses Scholarship Program for DepEd Educators" dated 23 January 2025

Copy furnished:

OFFICE OF THE SECRETARY
OFFICE OF THE UNDERSECRETARY FOR OPERATIONS



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Republika ng Pilipinas
Department of Education

UNDERTAKING

I, [full name], [position] of [school, division, region], [age], [civil status], [citizenship], and residing at [address] hereby agree to participate in the E-Learning Courses Scholarship Program provided by DepEd through NEAP.

- a. I acknowledge that I have been selected to participate in the program which aims to enhance my competencies and support my continuous development as a school leader/teacher.
- b. I confirm that I have the necessary access to a computer or laptop with internet connection to take the online courses.
- c. I will commit the necessary time and effort to engage with the course content, take responsibility for the activities, and complete assignments.
- d. I am aware that the courses are self-paced and recognize my responsibility to manage my time effectively to ensure the completion of the courses within a reasonable period of time.
- e. In line with the *No Disruption of Classes Policy*, I will ensure that my participation in the online courses will not interfere with my leadership/teaching and other responsibilities in school.
- f. I agree to submit required reports related to the scholarship program in a timely manner.
- g. I shall conduct myself in such a manner that will uphold the moral integrity and professionalism of a DepEd personnel and a public servant throughout the course.
- h. I shall apply the knowledge, skills, and learning experiences that I will gain from the courses in my professional practice.
- i. Should I fail to fulfill my commitment towards the completion of the available online courses without any valid reason, I agree to refund in full to DepEd such sums of money as may have been defrayed by the Philippine government in relation to the scholarship program.

By signing this undertaking, I recognize my personal responsibility for my professional growth and commit to the application of the knowledge and skills gained through this program to contribute positively to the enhancement of students' learning outcomes and the development of basic education in the country.

IN WITNESS WHEREOF, I have hereunto set my hand this _____ day of _____, 20____ at _____.

(Scholar's Name and Signature)

With the endorsement and approval of:

Schools Division Superintendent

SUBSCRIBED AND SWORN TO before me this _____ day of _____, 20____ in _____.

Regional Director



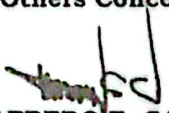
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Department of Education

OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM
DM-OUHROD-2025-0127

TO : Regional Directors
Schools Division Superintendents
HRDD Chiefs / NEAP R Focal Persons
School Heads
All Others Concerned

FROM :  WILFREDO E. CABRAL
Undersecretary
Human Resource and Organizational Development

SUBJECT : PROVISION OF E-LEARNING COURSES TO DEPED EDUCATORS

DATE : 16 January 2025

- Pursuant to Republic Act No. 11713 "Excellence in Teacher Education Act" and DepEd Order No. 011, s. 2019 "Implementation of the National Educators Academy of the Philippines (NEAP) Transformation," NEAP is mandated to provide quality professional development (PD) programs to school leaders, in-service teachers, and other teaching-related personnel.
- In support of this mandate, **NEAP shall provide e-learning courses** that are aligned with the professional development priorities for each target job group, through the **E-Learning Courses Scholarship Program**.
- This program has the following objectives:
 - Enhance the professional competencies of school leaders and teachers through a diverse range of well-designed e-learning courses addressing their specific learning needs; and
 - Facilitate continuous and self-directed professional development of school leaders and teachers via an online platform, enabling flexible and self-paced learning that transcends time and location constraints.
- Please refer to the table that follows for the links to the list of participants per intake and the corresponding schedule.

Participants	Link	Schedule	
		Exploration	Official Start
Intake 1	https://npexul.com/ElearningPerIntake1	27 January – 04 February 2025	05 February 2025
Intake 2	https://npexul.com/ElearningPerIntake2	21-29 April 2025	05 May 2025

The e-IPCRF ratings for 2022-2023 were used to determine the participants for each Intake.



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5. Each selected participant will be granted a license to access the available e-learning courses. These courses can be accessed through a desktop computer or laptop with an internet connection.
6. The Regional Offices (ROs) and the Schools Division Offices (SDOs) are advised to strongly support the participation of the selected school leaders and teachers in this endeavor.
 - a. HRDD Chiefs/NEAP R Focal Persons in charge of scholarships and SDO HRTD SEPS and EPS must follow the terms of reference, procedures, and timeline for program implementation outlined in *Enclosure 1*.
 - b. School Heads/Heads of Offices are advised to implement arrangements to support the participation of teachers and school leaders in the e-learning courses.
 - c. The *No Disruption of Classes Policy* must be strictly observed at all times.
7. Participants are required to accomplish and submit an *Undertaking (Enclosure 2)*. ROs are expected to consolidate and submit these documents in PDF format to the NEAP Scholarship Secretariat through the link <https://tinyurl.com/4rwc2J5h>.
8. An **Online Coordination Meeting** with HRDD Chiefs/NEAP R Focal Persons in charge of scholarships as well as SDO HRTD SEPS and EPS will be held on **17 January 2025 (Friday), 1:00 – 3:00 p.m.** via *Microsoft Teams* (<https://tinyurl.com/z45u3-4d>). Please confirm attendance through <https://forms.office.com/r/nXpPxVt7y>.
9. To update our database, **all School Heads, Supervisors, Public Schools District Supervisors, and Head Teachers are required to complete the Data Profiling Form** through <https://forms.office.com/r/TK8TF6x2dw> by 07 March 2025.
10. For any questions or clarifications, please reach out to the NEAP Scholarship Secretariat through email scholarships@deped.gov.ph or call (02) 8715-9919.
11. For immediate dissemination and appropriate action.

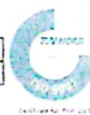
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MALCOLM S. GARMA
Assistant Secretary for Operations



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Department of Education

OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM

DM-OUHROD-2025- 0194

TO : Regional Directors
Schools Division Superintendents
HRDD Chiefs / NEAP R Focal Persons
School Heads
All Others Concerned

FROM : **WILFREDO E. CABRAL**
Undersecretary
Human Resource and Organizational Development

SUBJECT : **SUPPLEMENTAL MEMORANDUM TO DM-OUHROD-2025-0127:
GUIDANCE ON THE IMPLEMENTATION OF THE E-LEARNING
COURSES SCHOLARSHIP PROGRAM FOR DEPED EDUCATORS**

DATE : 23 January 2025

In line with memorandum DM-OUHROD-2025-0127 "Provision of E-Learning Courses to DepEd Educators" dated 16 January 2025, this is to provide the following guidance on the implementation of the E-Learning Courses Scholarship Program:

I. Procedures and Actual Implementation (Timeline and Reminders)

A. The timeline of procedures and actual implementation of the scholarship program is as follows:

Procedure/Phase	Schedule		
	Intake 1 https://www.deped.gov.ph/portal/education/2025/01/23/0194	Intake 2 https://www.deped.gov.ph/portal/education/2025/02/15/0194	Intake 3 https://www.deped.gov.ph/portal/education/2025/07/01/0194
Submission of Undertaking signed by SDS as confirmation of participation <i>(by identified participants)</i>	21-24 January 2025	15-28 February 2025	01-19 July 2025
Finalization of List of Participants with DepEd email addresses <i>(by SDO-HRTDS)</i>	24-29 January 2025	04-20 March 2025	20-31 July 2025
	Submission link: https://portal.education.gov.ph		
Provision of E-Learning License Access Credentials to scholars via email	24 January – 04 February 2025	21-25 April 2025	05-16 August 2025



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Exploration/Navigation by scholars	27 January – 04 February 2025	21-29 April 2025	27 August – 05 September 2025
Start of the Program/Actual Subscription to E-Learning Courses	05 February 2025	05 May 2025	08 September 2025
Submission to NEAP CO of hard copies of the Undertaking signed by the Regional Director (by RO-HRDD)	28 January – 14 February 2025	28 April – 08 May 2025	Until 08 August 2025

- B. Since official communications relative to the implementation of the scholarship program will be via email, the identified participants are expected to provide their correct DepEd email addresses to the SDO-HRTDS. The E-Learning License Access Credentials will be provided to the scholars through their official DepEd email accounts.
- C. Depending on the prescribed learning paths, the scholars will be required to complete mandatory/non-negotiable courses that are aligned with established professional standards (for teachers, for school heads, and for supervisors). After this, they may take other e-learning courses that are in line with their professional development goals.
- D. Each scholar will be given a minimum of three (3) months up to one (1) year of subscription to complete the e-learning courses.
- E. The National Educators Academy of the Philippines (NEAP) will implement a support system to assist scholars in platform navigation, course selection, troubleshooting, and other issues and concerns.
- F. NEAP certificates shall be provided to scholars upon successful completion of the e-learning courses. Scholars may apply for crediting of appropriate Continuing Professional Development (CPD) units pursuant to Professional Regulation Commission (PRC) guidelines on self-directed learning.
- G. The NEAP CO will prepare a progress monitoring report on the status of implementation of the scholarship program after each Intake.

II. Replacement of Participants and Waiver

- A. In cases where the identified participants will not be able to join the scholarship program due to retirement, resignation, health-related issues, or any form of separation from DepEd, the concerned SDO – HRTDS will find replacements from the same region and/or division and job group as listed in Intakes 2 and 3. The SDO – HRTDS will then submit the accomplished **List of Replacements (Enclosure 1)**, duly approved and signed by the Schools Division Superintendent, to the NEAP CO.
- B. Additionally, the identified participants with health concerns must submit a duly signed **Waiver of Participation (Enclosure 2)**, with medical abstract/certificate issued by a government physician or government-accredited hospital/clinic, to the SDO – HRTDS.



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- C. The SDO – HRTDS will then submit the abovementioned forms to the RO – HRDD, which will subsequently endorse the same to the NEAP CO through the link <https://ibuyurl.com/4dowrh59> until 03 February 2025.

III. Support Mechanisms

- A. The ROs, the SDOs, and the School Heads are advised to strongly support the participation of the selected scholars in the program.
- B. Furthermore, the School Heads are advised to implement arrangements to support the participation of teacher-scholars in the e-learning courses, such as making resources available for this purpose and including the same as part of teacher ancillary tasks.
- The School Heads are encouraged to allow the teacher-scholars to use a portion of the two (2) hours allocated for teacher ancillary tasks every day for their participation in the e-learning courses which may be spent within or outside school premises. However, the number of hours spent for this purpose shall not exceed two (2) hours per week. Teacher-scholars shall not be required to submit documentary evidence or accomplishment reports on how the 2 hours of ancillary tasks were spent outside school premises.
 - Guidelines under DepEd Order No. 005, s. 2024 “*Rationalization of Teachers’ Workload in Public Schools and Payment of Teaching Overload*” and DepEd Memorandum No. 053, s. 2024 “*Implementation Guidelines for DO No. 005*” must be observed.
- C. To reiterate, the *No Disruption of Classes Policy* must be strictly observed in all cases.

Should you have further questions and clarifications, please coordinate with the **NEAP Scholarship Secretariat** through email scholarships@deped.gov.ph or landline (02) 8715-9919.

For immediate dissemination and appropriate action.

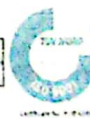
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OFFICE OF THE SECRETARY

MALCOLM S. GARMA
Assistant Secretary for Operations



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Republika ng Pilipinas
Department of Education

UNDERTAKING

I, [full name], [position] of [school, division, region], [age], [civil status], [citizenship], and residing at [address] hereby agree to participate in the E-Learning Courses Scholarship Program provided by DepEd through NEAP.

- a. I acknowledge that I have been selected to participate in the program which aims to enhance my competencies and support my continuous development as a school leader/teacher.
- b. I confirm that I have the necessary access to a computer or laptop with internet connection to take the online courses.
- c. I will commit the necessary time and effort to engage with the course content, take responsibility for the activities, and complete assignments.
- d. I am aware that the courses are self-paced and recognize my responsibility to manage my time effectively to ensure the completion of the courses within a reasonable period of time.
- e. In line with the *No Disruption of Classes Policy*, I will ensure that my participation in the online courses will not interfere with my leadership/teaching and other responsibilities in school.
- f. I agree to submit required reports related to the scholarship program in a timely manner.
- g. I shall conduct myself in such a manner that will uphold the moral integrity and professionalism of a DepEd personnel and a public servant throughout the course.
- h. I shall apply the knowledge, skills, and learning experiences that I will gain from the courses in my professional practice.
- i. Should I fail to fulfill my commitment towards the completion of the available online courses without any valid reason, I agree to refund in full to DepEd such sums of money as may have been defrayed by the Philippine government in relation to the scholarship program.

By signing this undertaking, I recognize my personal responsibility for my professional growth and commit to the application of the knowledge and skills gained through this program to contribute positively to the enhancement of students' learning outcomes and the development of basic education in the country.

IN WITNESS WHEREOF, I have hereunto set my hand this _____ day of _____, 20____
at _____.

(Scholar's Name and Signature)

With the endorsement and approval of:

Schools Division Superintendent

SUBSCRIBED AND SWORN TO before me this _____ day of _____, 20____ in
_____.

Regional Director

LIST OF PARTICIPANTS
E-LEARNING INTAKE 2 PAX
FY 2025

COUNT	DISTRICT	SCHOOL	FULL NAME	POSITION
1	Bagamanoc North	Hinipaan Elem. Sch.	VECINA, MICHELLE VILLAFLORES	
2	Bagamanoc North	Mavil Elem. Sch.	SEGISMUNDO, LOURDES LANON	
3	Bagamanoc North	Sagrada Elem. Sch.	JACOB, JULIE ANN VELCHEZ	
4	Bagamanoc North	San Vicente Elem Sch.	ANGULO, GINNY VILLAMARTIN	
5	Bagamanoc North	San Vicente Elem Sch.	FERNANDEZ, MARICEL LANON	
6	Bagamanoc North	San Vicente Elem Sch.	IBARDALOZA, MILA DE LEON	
7	Bagamanoc South	Bagamanoc CES	SANTOS, ALMA MARCOS	
8	Baras North	Agban Central Elem. Sch.	GEROMO, ROELYN TUSI	Teacher II
9	Baras North	Agban Central Elem. Sch.	TESORERO, BELLA VEGA	Master Teacher I
10	Baras South	Baras RDHS	MARINO, ROSITA ROMERO	
11	Baras South	Baras RDHS	MORANO, LIEZEL BERNAL	
12	Baras South	Macutal Elementary Sch.	NERY, JUANITA VARGAS	Master Teacher I
13	Baras South	Tilod Elem. Sch.	GO, ALMA MASAGCA	
14	Baras South	Tilod Elem. Sch.	TENORIA, JENNIFE SARMIENTO	Master Teacher I
15	Bato East	Bato Central Elem. Sch.	RODULFO, PURITA VEGA	
16	Bato East	Bato Central Elem. Sch.	TANAEL, MA. IRMA ROJAS	
17	Bato East	Bato Central Elem. Sch.	TARRAGO, VIRGINIA TAPEL	
18	Bato East	Bato Central Elem. Sch.	TEJERERO, SALVACION TATEL	
19	Bato East	Bato Central Elem. Sch.	TESORERO, RONALD MARINO	
20	Bato East	Bato RDHS	MOLINA, FERNANDO TAROY	
21	Bato East	Libjo Elem. School	TORRECAMPO, JOSEFINA TIMOLA	
22	Bato East	San Roque Elem. School	TESORERO, CARMEN BERNAL	
23	Bato West	Cabugao Integrated School	DEL BARRIO, HIPOLITO IV SUMALDE	
24	Bato West	Cabugao Integrated School	DIAZ, ALAN ALDEA	
25	Bato West	Cabugao Integrated School	POSADA, MILA BUENDIA	
26	Bato West	Cabugao Integrated School	ROMERO, MARIA BARBA	
27	Bato West	Marinawa Elem. School	BITANCUR, ANALIZA RODRIGUEZ	
28	Bato West	Marinawa Elem. School	IDAVA, SALVACION CATAUTAN	
29	Bato West	Sibacungan Elem. School	ZULUETA, YOLANDA BERNAL	
30	Caramoran North	Caramoran Central E/S	BAO, LUISA DELOS REYES	
31	Caramoran North	Caramoran Central E/S	BORBE, ANNA ZAPE	
32	Caramoran North	Caramoran Central E/S	ISORENA, LEONITA DELOS REYES	
33	Caramoran North	Caramoran Central E/S	PAJENAGO, MARILOU PALMES	
34	Caramoran North	Caramoran RDHS	SABEROLA, JOY INTERIOR	
35	Caramoran North	Mabini Elem. Sch.	BARROSO, ANALIE TALION	
36	Caramoran North	Tubli Elementary School	ANTONIO, JOEY DOMINGO	
37	Caramoran North	Tubli Elementary School	DE LA ROSA, EVELYN TUBIS	
38	Caramoran North	Tubli Elementary School	MARTINEZ, LUWALJATE TRINIDAD	
39	Caramoran South	Datag Central Elem. Sch.	IDANAN, JANET CORANEZ	
40	Caramoran South	Datag Central Elem. Sch.	VILLANUEVA, GRACE OLIVEROS	
41	Caramoran South	Obi Elementary School	UNA, ILOINA JEAN SOLERO	
42	Gigmoto	Dominador C. Guerrero ES [From Dororian Elem. Sch.]	OBOGNE, ERME TAYAM	Master Teacher I
43	Gigmoto	Gigmoto Central Elem. Sch.	DAYAWON, MARITES ALDEA	Master Teacher I
44	Gigmoto	Gigmoto Central Elem. Sch.	TUTANES, TITO FERNANDEZ	
45	Gigmoto	San Pedro Elem. Sch.	SAN RAMON, NORILYN TOLLEDO	
46	Pandan East	Baldoc Elementary Sch.	TRINIDAD, MITCHELE VILLAFUERTE	

47	Pandan East	Leandro I. Verceles Sr. NHS	TOJON, MARITESS LANON	
48	Pandan West	Bagawang Elem. Sch.	FERNANDEZ, MERIAM SALVADOR	
49	Pandan West	Pandan Central Elem. Sch.	ISORENA, GLENDA BAGAY	
50	Pandan West	Pandan Central Elem. Sch.	SANTELICES, ROSEMARIE IBARDALOZA	
51	Pandan West	Pandan Sch. Of Arts & Trades	IBARDALOZA JR., GIL CORIA	
52	Pandan West	Pandan Sch. Of Arts & Trades	TORIO, NENIA RODRIGUEZ	
53	Pandan West	Tariwara Elementary Sch.	BONIFACIO, CLARIJI BALDOS	
54	Panganiban	Cagdarao Elementary Sch.	SANTOS, ROSELA TUGANO	
55	Panganiban	Mabini Elementary Sch.	BALMACEDA, ALEJANDRO JR. HERMINANDA	
56	Panganiban	Mabini Elementary Sch.	DE JESUS, NOEL TABLANTE	
57	Panganiban	Panganiban Central ES	AQUINO, ROBERTO FRANCISCO	
58	Panganiban	Panganiban Central ES	DIZON, MELINDA ROBLES	
59	Panganiban	Panganiban Central ES	ROBLES, CYNTHIA AQUINO	
60	Panganiban	Panganiban Central ES	ROBLES, LIZA ALBERTO	Master Teacher I
61	Panganiban	Panganiban Central ES	VALDEZ, ESTRELLA VALLEDOR	Master Teacher I
62	Panganiban	San Miguel Elem. School	PENA, NORA VALATERO	
63	San Andres East	Comagaycay Elem. Sch.	MANLANGIT, MYLENE LERO	
64	San Andres East	Comagaycay Elem. Sch.	ORTIZ, MARILYN SOMIDO	
65	San Andres East	Lictin Elem. School	CONCEPCION, LOLITA TUMPANG	Master Teacher I
66	San Andres East	Lictin Elem. School	FERRER, MILDRED SORREDA	
67	San Andres East	Lictin Elem. School	ZAFE, MILA ALFARO	
68	San Andres East	San Andres Central E/S	BARBA, EDITA ABAD	
69	San Andres East	San Andres Central E/S	OLQUIANO, REBECCA VARGAS	
70	San Andres East	San Andres Vocational School	PINERA, LEONILA VARGAS	
71	San Andres East	Timbaan Elem. School	BRUCE, ANA MAY SALES	
72	San Andres East	Timbaan Elem. School	SOLMIANO, PRIMITIVA GIANAN	
73	San Andres West	Agojo Elementary School	MANLAGNIT, RAMON SOLERO	
74	San Andres West	Bagong Sirang Elem. Sch.	SUALIBIO, GINA AQUINO	
75	San Andres West	Bislig Elementary School	AVILA, GEMMA TOLENTINO	
76	San Andres West	Bislig Elementary School	AVILA, LOVELLA FERNANDEZ	
77	San Andres West	Cabcab Central Elem. Sch.	BEO, MARICEL TAROY	Master Teacher II
78	San Andres West	Cabcab Central Elem. Sch.	PRIMO, JOCELYN ABEJO	Master Teacher I
79	San Andres West	Cabcab Central Elem. Sch.	TORRENTE, MEDIN PRIMO	Teacher III
80	San Andres West	Catagbacan Elem. Sch.	ALDAVE, HYRIL SONER	
81	San Andres West	Codon Elementary Sch.	TABUZO, MA. NANETTE AVILA	
82	San Andres West	Datag Elementary School	PONCE, MILAGROS BASAGRE	
83	San Andres West	Manambrag Elem. School	BARRO, MYRNA GIANAN	
84	San Andres West	Manambrag Elem. School	BONGALOS, EDNA TAROY	Teacher II
85	San Andres West	Manambrag Elem. School	LAZADO, ROSA BAUTISTA	Teacher II
86	San Andres West	Manambrag Elem. School	NAZARENO, EDNA JAMERO	Master Teacher I
87	San Andres West	Manambrag Elem. School	SAMONTE, MARIA BURCE	Master Teacher I
88	San Andres West	Mayngaway Elem. School	RODRIGUEZ, EDITA DELA CRUZ	
89	San Andres West	Mayngaway Elem. School	SALVADOR, GLENDA GESMUNDO	Master Teacher I
90	San Miguel North	Mabato Central Elem. Sch.	MOLINA, ROSA CANETA	
91	San Miguel North	Pagsangahan Integrated School	TICSON, MA.ELVEZA ALEMANIA	
92	San Miguel South	San Miguel Central E/S	ARANGO, NELSIE TATEL	
93	San Miguel South	San Miguel Central E/S	BERNAL, SONIA ALMANZA	
94	San Miguel South	San Miguel Central E/S	TEJERERO, ROBERT TABIRAO	
95	San Miguel South	San Miguel Central E/S	TORRENTE, ADELFA TAROY	
96	Viga East	Begonia Elem. Sch.	ROBLES, LEA TEMPLONUEVO	
97	Viga East	Begonia Elem. Sch.	TOJON, SALVADOR JR. UCHI	
98	Viga East	Begonia Elem. Sch.	TUIBEO, GREGORIO TOLIN	
99	Viga East	Buenavista Elem. Sch.	TARIN, NIMFA AVILA	
100	Viga East	Tinago Elem. Sch.	TID, RICKY VALENZUELA	

101	Viga West	Ogbong Elementary Sch.	TULALIAN, EDUARDO VALLADA	
102	Viga West	Quezon Elem. School	BUENDIA, ROSEMARIE OSIDA	
103	Viga West	Quezon Elem. School	ODIAMAN, AMELIA TUMAQUE	
104	Viga West	San Jose Elem. School	OLESCO, LUZ TRINIDAD	
105	Viga West	San Jose Elem. School	OLFINDO, JOSE, JR. TUGAY	
106	Viga West	San Roque Elem. School	TUPLANO, CRISTINA ODI	
107	Viga West	Viga Central Elem. Sch.	TUBATO, ROQUIZA TEMPLONUEVO	
108	Virac North	Buyo Integrated School	FAUSTINO, FLORIANO ARCILLA	
109	Virac North	Buyo Integrated School	SAMAR, EDITHA GIANAN	
110	Virac North	Calatagan Elementary Sch.	ALCANTARA, ROMMEL EUSEBIO	Master Teacher I
111	Virac North	Calatagan HS	VERANO, PACITA MANLANGIT	Teacher II
112	Virac North	Catanduanes National High School	DOMINGO, EDEZA TORRES	
113	Virac North	Catanduanes National High School	FAUSTINO, MARILYN GARRIDO	
114	Virac North	Catanduanes National High School	QUIAMBAO, MARIFE SABENIANO	Teacher III
115	Virac North	Danicop Elementary Sch.	MOLINA, CHERRYL TABUZO	
116	Virac North	Gogon Elementary School	DELOS ANGELES, RAFAEL VARGAS	
117	Virac North	Gogon Elementary School	SALE, MELODY TAOPA	
118	Virac North	JMAMES	CAJUDAY, GLORIA ARCILLA	
119	Virac North	JMAMES	DILAY, NILA ALMOGUERA	Teacher II
120	Virac North	JMAMES	MOLINA, SARAH ROMERO	
121	Virac North	JMAMES	MOLOD, LIZA MARZO	
122	Virac North	JMAMES	SATAIRAPAN, MARIA TERESA CARRANCEJA	Master Teacher II
123	Virac North	San Vicente Elem. Sch.	TESORERO, MARY ANN MAGTANGOB	Teacher II
124	Virac North	San Vicente Elem. Sch.	TEVES, CECILIA AVILA	Master Teacher I
125	Virac North	Sogod Simamla Elem. Sch.	TABUZO, MARICHU SALVIDAR	
126	Virac North	Sto. Domingo Elem. Sch.	BORBOR, LUNINGNING TORRES	
127	Virac North	Sto. Niño Elem. Sch.	BARRO, JUDY MARIE TUPLANO	
128	Virac North	Sto. Niño Elem. Sch.	SORRERA, LILIBETH TUAZON	
129	Virac North	Taytay Elementary School	GIMENEZ, PEDRO, JR. BARBA	
130	Virac North	Taytay Elementary School	TABLIZO, HELEN ROMERO	
131	Virac North	Virac Pilot Elem. School	AGUILAR, MYRIN JAVIL	
132	Virac North	Virac Pilot Elem. School	GIANAN, AILEEN CAMPOS	
133	Virac North	Virac Pilot Elem. School	GIMENEZ, FRANCIA BERJA	
134	Virac North	Virac Pilot Elem. School	GO, THIELEN CIELO	
135	Virac North	Virac Pilot Elem. School	TABIRARA, JOCELYN B	Master Teacher I
136	Virac North	Virac Pilot Elem. School	VARGAS, AUGUSTO ROMERO	Master Teacher II
137	Virac South	Antipolo elementary Sch.	MAGALLONES, AILEEN TABIAN	Teacher II
138	Virac South	Batag Elementary School	VARGAS, LENY DE LEON	
139	Virac South	Cavinitan Elem. School	MASAGCA, RUEL BORJA	Teacher II
140	Virac South	Cavinitan Elem. School	RODULFO, EVANGELINE DIAZ	
141	Virac South	Hawan Elementary School	TAPIA, MARILYN ARCILLA	
142	Virac South	Magnesia Elementary Sch.	TABILOG, HELEN GONZALES	
143	Virac South	Pajo Bagueio Elem. School	BENAVIDEZ, JANET LUMABI	
144	Virac South	Palnab Elem. School	SUAREZ, JOCELYN MASAGCA	
145	Virac South	Palnab Elem. School	TOLEDO, DIGNA CEBULO	
146	Virac South	Palta Elem. School	TRESMANIO, MARIBETH ALBERTO	
147	Virac South	San Isidro Vill. Elem. School	RIMA, BELINDA TERRAZOLA	Master Teacher I
148	Virac South	Valencia Elementary School	LERO, EDEN VEGA	
149	Virac South	Virac Central Elem. School	BONIFACIO, NELLY ROJAS	
150	Virac South	Virac Central Elem. School	IDANAN, ELIZABETH SALDUA	
151	Virac South	Virac Central Elem. School	MAGTAGNOB, HERMES TALLER	
152	Virac South	Virac Central Elem. School	MARQUEZ, GLONIDA AREVALO	
153	Virac South	Virac Central Elem. School	MENDEZ, ROSITA RODULFO	
154	Virac South	Virac Central Elem. School	PATRON, IRISH FAUSTINO	

155	Virac South	Virac Central Elem. School	TONIO, ASUNCION VARGAS	
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