



Republic of the Philippines
Department of Education
REGION V
SCHOOLS DIVISION OFFICE OF CATANDUANES

RELEASED

DepEd, Division of Catanduanes

RECORDS SECTION

Date JAN 16 2020

Time: 11:55 AM

Initial/Signature: _____

January 14, 2020

MEMORANDUM

SGOD-HRD UM-01-14-2020/atb

SEAMEO INNOTECH ONLINE COURSE FOR TEACHERS AND SCHOOL HEADS

To: Assistant Schools Division Superintendent
Division Chiefs
Education Program Supervisors
Public Schools District Supervisors
Elementary & Secondary School Heads
All Others Concerned

1. This is to inform the field that SEAMEO INNOTECH is inviting interested teachers and school heads in the Online Course for Teachers and School Heads. These courses are as follows:

- GURO21(Gearing Up Responsible and Outstanding Teachers in Southeast Asia in the 21st Century) Course 1-designed to enhance the capabilities of teachers in addressing the teaching- learning requirements in the 21st century.
- TEACHEXCELS (Teaching and Learning Excellence in School Leadership for Southeast Asia) -addressed the need to develop and strengthen school heads' capacity to manage the teaching and learning processes in the school and;
- ASEANEXCELS for Teachers- builds the competencies of teachers to have a better understanding and learning of the ASEAN Community.

2. Interested teachers and school heads are required to submit the documents/requirements c/o Ms. Aroline T. Borja- HRD before **January 30,2019**.

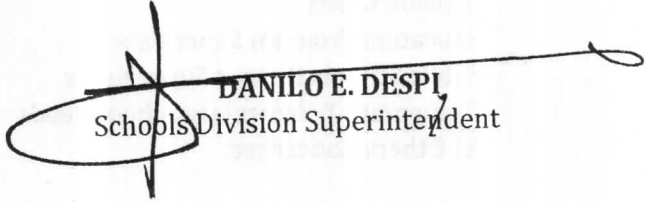
A. Documents:

- Personal Description Form
- Duly authenticated service record
- Medical certificate
- Trainings/scholarships attended for the last three years
- Certificate of Grade level/Year level taught for the last 3 years or copy of class program/teacher's program for the last 3 years (For teachers)
- Service Record
- Copy of IPCRF/OPCRF

B. Profile of Teachers/ School Heads

- Has been in the service for at least 3 years with at least Very Satisfactory performance for the last two years;
- Has shown leadership potential in the school and in the community;
- Has no pending administrative case and a person of good moral character;
- Computer literate and have easy access to internet connection (required to enable participation in the online course)
- Able to understand, speak and write in the English language; and
- Able and willing to utilize course lessons and share with other teachers and school heads.

4. For information, guidance and compliance.


DANILO E. DESPI
Schools Division Superintendent

Encl.:

References:

To be indicated in the Perpetual Index

Under the following subjects:

SCHOLARSHIP

ATB/UM SEAMEO INNOTECH ONLINE COURSE FOR TEACHERS AND SCHOOL HEADS
000 ____ / January 14, 2020
