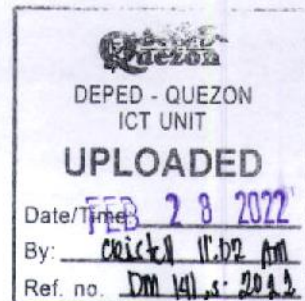




Republic of the Philippines  
**Department of Education**  
 Region IV-A  
 SCHOOLS DIVISION OF QUEZON PROVINCE



21 February 2022

**DIVISION MEMORANDUM**  
 DM No. 141, s. 2022

**SCHOLARSHIP FOR TEACHING AND NON-TEACHING PERSONNEL FROM BWEST COLLEGE-LUCENA**

**To:** OIC – Assistant Schools Division Superintendent  
 Chiefs – CID/SGOD  
 School Heads  
 Teaching and Non-Teaching Personnel  
 All Other Concerned

1. With reference to the partnership with the **Boaters Wheel Educational System and Technology (BWEST) College – Lucena**, this office through the SGOD – Social Mobilization and Networking in coordination with the Human Resources and Training Development announces the opening of new batches of scholarship grants to those interested.
2. The following are the courses offered:

No.	COURSE	WHO MAY ENROL?	TO EARN NATIONAL CERTIFICATE
1	Housekeeping	Teaching and Non-Teaching Personnel	National Certificate II (NC II)
2	SHIP's Catering ( <i>skills training in the fields of Housekeeping, Food and Beverages Services (FBS), Cookery and Bread and Pastry Production (BPS)</i> )	Non-Teaching Personnel specifically personnel with Job Order status	National Certificate I (NC I)

3. Interested applicants may send through [sgodhrtd01@gmail.com](mailto:sgodhrtd01@gmail.com) their letter of intent on or before **07 March 2022** with their accomplished **Enclosures No. 1 and 2**

DEPEDQUEZON-TM-SDS-04-009-003



*"Creating Possibilities, Inspiring Innovations"*

Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon  
 Trunkline #: (042) 784-0366, (042) 784-0164, (042) 784-0391, (042) 784-0321  
 Email Address: [quezon@deped.gov.ph](mailto:quezon@deped.gov.ph)  
 Website: [www.depedquezon.com.ph](http://www.depedquezon.com.ph)



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4. For further inquiries, you may contact our Social Mobilization and Networking Section personnel, through our Social Mobilization and Networking Personnel, **Paul Clifford N. Marquez, SEPS at 0932.869.5169** and **EPS II Mary Joyce P. Salamat, 0906-3744908** or through the section's email address: [sdo.quezon.smn@deped.gov.ph](mailto:sdo.quezon.smn@deped.gov.ph) or our Human Resources Training Development Section, Dr. Regina V. Marino, 09087692938 and EPS II Michelle G. Duma, 09079787799 or through the section's email address: [sgodhrtd01@gmail.com](mailto:sgodhrtd01@gmail.com).
5. Immediate dissemination of this Memorandum is desired.

**ELIAS A. ALICAYA JR., EdD**  
Assistant Schools Division Superintendent  
Officer-in-Charge  
Office of the Schools Division Superintendent

sgod/smn/02/21/22

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- Enclosure No. 1 to DM No. 141 s. 2022

[ DATE ]

[ NAME OF PERSONNEL ]  
[ OFFICIAL DESIGNATION ]  
[ SCHOOL ]  
[ SCHOOL ADDRESS ]

Mr/Ms [ Surname of Scholar – Teacher ]

Greetings in the name of Public Service.

Congratulations! As you were chosen as one of our scholars of BWEST College – Lucena. This office assumes that you shall finish the course and observe the following during the course implementation:

1. *Attend every scheduled session whether virtual or face to face hosted by BWEST College and its instructors;*
2. *Provide materials needed during the course implementation;*
3. *Inform the Division and its focal person and BWEST in advance if one cannot attend the scheduled session;*
4. *Coordinate with other scholar – participants if there are group works to be done, updates to stakeholders on the status and progress of programs and projects to provide feedback and generate continuous support;*
5. *Submit a completion report after the course and;*
6. *Write a letter of discontinuation and reason if situation will not allow to pursue the course.*

It is understood and agreed that this scholarship is given and availed with your full consent thus requiring your full submission to whatever the course may entail and under the satisfaction of your school [ **NAME OF SCHOOL/DISTRICT** ] and the Division of Quezon.

With this affix your signature on the space provided to signify your conformity.

Very truly yours,

\_\_\_\_\_  
[ **NAME OF SCHOOL HEAD/PUBLIC SCHOOLS DISTRICT SUPERVISOR** ]

Conforme:

\_\_\_\_\_  
[ **NAME OF PERSONNEL** ]

(Official Designation, e.g. Teacher I, Admin Aide)

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**Department of Education**  
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SCHOOLS DIVISION OF QUEZON PROVINCE

- Enclosure No. 2 to DM No. 141 s. 2022

**APPLICATION TEMPLATE**

<b>FULL NAME</b> ( <i>Last Name, First Name and Middle Name</i> )	
<b>POSITION/OFFICIAL DESIGNATION</b>	
<b>CONTACT NUMBER</b>	
<b>EMAIL ADDRESS</b>	
<b>EDUCATIONAL BACKGROUND</b>	
<b>SCHOOL ASSIGNED/STATION DISTRICT</b>	
<b>Years in service</b>	

\_\_\_\_\_  
*Signature over printed name*

\_\_\_\_\_  
*Date*

DEPEDQUEZON-TM-SDS-04-009-003



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