



2603-1528

Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OF VIGAN CITY

23 MAR 2026

DIVISION MEMORANDUM
No. 230, s. 2026

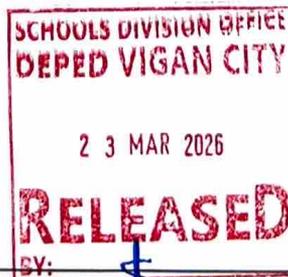
CALL FOR NOMINATIONS FOR THE SEAMEO INNOTECH'S INNOVATORS IN EDUCATION: SOUTHEAST ASIAN SCHOOL LEADERSHIP (INNOVATORS SEAL PROGRAM)

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Public Secondary School Heads
All Others Concerned

1. In reference to Regional Memorandum No. 362, s. 2026, the Division invites school heads, assistant school principals and administrators, to apply for the inaugural cohort of the Innovators in Education: Southeast Asian School Leadership (Innovators Seal) Program, scheduled to begin in April 27, 2026.
2. The program is designed to equip the region's future-ready school leaders. Through the Southeast Asian School Leadership Program (SEA-SLP), it introduces enhanced components such as futures thinking, AI-enabled tools, hands-on innovation labs, and strengthened cross-country collaboration.
3. The recommended criteria for the nominee are the following:
 - a) School heads, assistant school heads, or administrators with at least five (5) years of leadership experience;
 - b) With a fully developed school-level innovation project that can be implemented within the year or after completing Phase 2 of Innovators SEAL;
 - c) Proficient in English; and
 - d) Digitally literate, including familiarity with basic AI and other innovative tools for teaching and learning.
4. The Participant Nomination Form and other required documents must be accomplished and uploaded (in PDF Form) **on or before March 19, 2026** through the link provided in the enclosed guideline.
5. Attached is the Regional Memorandum for reference.
6. For immediate information and compliance of all concerned.

VILMA D. EDA, CESO V
Schools Division Superintendent

SGOD-HRD/ahem/SEAMEO Innotechs Innovators in Education
2026-026/ March 19, 2026



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Republic of the Philippines
Department of Education
 REGION I



MAR 19 2026

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REGIONAL MEMORANDUM

No. 762, s. 2026

CALL FOR NOMINATIONS FOR THE SEAMEO INNOTECH'S INNOVATORS IN EDUCATION: SOUTHEAST ASIAN SCHOOL LEADERSHIP (INNOVATORS SEAL) PROGRAM

To: Schools Division Superintendents

1. The **Southeast Asian Ministers of Education Organization Regional Centre for Educational Innovation and Technology (SEAMEO INNOTECH)** announces its Call for Nomination for the inaugural cohort of the **Innovators in Education: Southeast Asian School Leadership (Innovators SEAL) Program**, scheduled to begin on **April 27, 2026**.

2. The **Innovators SEAL Program** is **INNOTECH's** flagship leadership development program designed to equip the region's future-ready school leaders. Building on the **Southeast Asian School Leadership Program (SEA-SLP)**, it introduces enhanced components such as futures thinking, AI-enabled tools, hands-on innovation labs, and strengthened cross-country collaboration, guided by **SEAMEO's** regional priorities and **INNOTECH's** 11th Five-Year Development Plan.

3. Program details are as follows:

Focus Area	Innovators in Education: Southeast Asian School Leadership (Innovators SEAL) Program	
Training Schedule	April 27, 2026	
No. of Slots	Two (2) School Leaders	One (1) Policymaker/Director-Level Official
Modality	Blended (Three Phases): Phase 1-Online Learning: introductory modules and initial project design Phase 2- Face-to-Face Training in the Philippines: innovation workshops, project-pitching activities, school visits, and collaborative project development Phase 3-Online Integration and Reflection: consolidation of learning, refinement of innovation outputs and coaching sessions	



Doc. Ref. Code	RM-ORD	Rev	00
Effectivity	11.18.2024	Page	1 of 3



<p>Nomination Criteria (Recommended)</p>	<ul style="list-style-type: none"> • School heads, assistant school heads, or administrators with at least five (5) years of leadership experience • With a fully developed school-level innovation project that can be implemented within the year or after completing Phase 2 of Innovators SEAL • Proficient in English • Digitally literate, including familiarity with basic AI and other innovative tools for teaching and learning 	<ul style="list-style-type: none"> • Responsible for curriculum and instruction in the Department, who will represent the system-level perspective and support alignment of leadership innovations with broader education policy
<p>Provisions Covered by SEAMEO INNOTECH</p>	<p>Round-trip economy-class airfare, twin sharing accommodation, meals, and all training-related expenses during the face-to-face Phase 2</p>	
<p>Submission Link</p>	<p>https://forms.office.com/r/1gnsvmXUzL</p>	
<p>Deadline of Submission</p>	<p>March 19, 2026</p>	

4. For selection purposes, the Schools Division Personnel Development Committee (SDPDC) is encouraged to nominate **one (1) qualified nominee per slot**. The nominee must meet the qualifications and submit the documentary requirements listed in **Eligibility & Documentary Checklist (Enclosure 1)** along with their accomplished and duly signed **Scholarship Clearance (Enclosure 2)**.

5. The **Participant Nomination Form** and **other required documents must be accomplished and uploaded (in PDF Form) on or before March 19, 2026** through the submission link above. Kindly use official DepEd email accounts to submit the requirements.

6. NEAP shall screen and evaluate the nominations submitted based on the prescribed criteria and endorse the qualified applicants to SEAMEO INNOTECH.

7. Please be advised that applications may be disqualified for various reasons, including, but not limited to, incomplete requirements, lack of required official endorsement(s), direct submission of applications to the Secretariat's email, and inconsistencies or discrepancies in submitted documents, among others.

8. For further information or concerns, kindly contact the **NEAP Scholarships Secretariat** through email at scholarships@deped.gov.ph and/or landline (02) 8715-9919.

9. For immediate dissemination and appropriate action.

For the Regional Director:

RHODA T. RAZON
Director III

Encl: As stated

Reference: DM-OULS-2026-104

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

PROGRAMS

SCHOLARSHIPS

HRDD/vrdg/RM_CallforSEAMEOINNOTECH
March 17, 2026



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HRDD260306



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GENERAL ELIGIBILITY REQUIREMENTS/CHECKLIST

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

Remarks (✓, X, 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
	f. 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
	g. Must have no current or pending enrollment in other institutions for graduate or postgraduate degree programs (for degree programs).	
	h. Must be willing to sign a Scholarship Contract and commit to its provisions.	(shall be complied after being officially nominated)
	j. Must have no pending administrative, civil, or criminal case, and must have not been found guilty of any violation involving moral turpitude, corruption, or fraud.	Certificate of no pending administrative/legal charges



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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	Title of the Program
	<input type="checkbox"/> Degree <input type="checkbox"/> Non-Degree	
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)



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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 <i>Explain further.</i>	
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"/> z <input type="checkbox"/> Retirement <input type="checkbox"/> Others <i>Explain further.</i>	
<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		_____ Date and Time
<i>This is to certify that the information in this form and the supporting documents attached hereto are true and correct</i>		
_____ 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

