





Republika ng Pilipinas

# Department of Education

OFFICE OF THE UNDERSECRETARY FOR LEARNING SYSTEMS

**MEMORANDUM**  
**DM-OULS-2026- 104**

**TO :** Undersecretaries  
Assistant Secretaries  
Bureaus and Service Directors  
Regional Directors  
Schools Division Superintendents  
School Heads  
All Others Concerned

*Carmela C. Oracion*  
**FROM :** **CARMELA C. ORACION**  
Assistant Secretary  
Officer-in-Charge  
Office of the Undersecretary for Learning Systems

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

**DATE :** 10 March 2026

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 **27 April 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** 11<sup>th</sup> Five-Year Development Plan.

Program details are as follows:

|                          |   |   |
|--------------------------|---|---|
| <b>Focus Area</b>        | <b>Innovators in Education: Southeast Asian School Leadership (Innovators SEAL) Program</b> |   |
| <b>Training Schedule</b> | 27 April 2026   |   |
| <b>No. of Slots</b>      | Two (2) School Leaders  | One (1) Policymaker / Director-Level Official |
| <b>Modality</b>          | <b>Blended (Three Phases):</b>  |   |

|   |   |   |
|---|---|---|
|   | <p><b>Phase 1</b> – Online Learning: introductory modules and initial project design</p> <p><b>Phase 2</b> – Face-to-Face Training in the Philippines: innovation workshops, project-pitching activities, school visits, and collaborative project development</p> <p><b>Phase 3</b> – Online Integration and Reflection: consolidation of learning, refinement of innovation outputs, and coaching sessions</p>  |   |
| <p><b>Nomination Criteria</b><br/>(Recommended)</p> | <ul style="list-style-type: none"> <li>• School heads, assistant school heads, or administrators with at least five (5) years of leadership experience</li> <li>• With a fully developed school-level innovation project that can be implemented within the year or after completing Phase 2 of Innovators SEAL</li> <li>• Proficient in English</li> <li>• Digitally literate, including familiarity with basic AI and other innovative tools for teaching and learning</li> </ul> | <ul style="list-style-type: none"> <li>• Responsible for curriculum and instruction in the Ministry, who will represent the system-level perspective and support alignment of leadership innovations with broader education policy</li> </ul> |
| <p><b>Provisions Covered by SEAMEO INNOTECH</b></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><b>Submission Link</b></p>                       | <p><a href="https://forms.office.com/r/1gnsvmXUzL">https://forms.office.com/r/1gnsvmXUzL</a></p>  |   |
| <p><b>Deadline of Submission</b></p>                | <p>March 19, 2026</p>   |   |

- For selection purposes, the National Educators Academy of the Philippines (NEAP) encourages each **Bureau/Division/Regional Office PDC** to endorse **at least one (1) qualified nominee per slot** who will submit the documentary requirements detailed under **Eligibility & Documentary Checklist (Enclosure 1)** along with their accomplished and duly signed **Scholarship Clearance (Enclosure 2)**.
- The **Participant Nomination Form and other required documents must be accomplished and uploaded (in PDF Form) on or before 19 March 2026**, through the submission link above. Kindly use official DepEd email accounts to submit the requirements.
- NEAP shall screen and evaluate the nominations submitted based on the prescribed criteria and endorse the qualified participants to SEAMEO INNOTECH.
- Kindly be advised that applications may be disqualified for various reasons, including, but not limited to, incomplete requirements, absence of official endorsement(s), direct submission of applications to the Secretariat's email, or discrepancies in submitted documents, among others.
- For further information or concerns, please contact the **NEAP Scholarships Secretariat** via email at [scholarships@deped.gov.ph](mailto:scholarships@deped.gov.ph) or landline (02) 8715-9919.
- For immediate dissemination and appropriate action.

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**GENERAL ELIGIBILITY REQUIREMENTS/CHECKLIST**

|  |  |
|--|--|
| <b>Name:</b>                           |  |
| <b>Scholarship Program:</b>            |  |
| <b>Sponsoring Agency/Organization:</b> |  |
| <b>Region/SDO:</b>                     |  |
| <b>Work Station:</b>                   |  |

| <b>Remarks</b><br>(✓, X,<br>others) | <b>Eligibility</b>  | <b>Documentary Requirements</b>                        |
|-------------------------------------|---|--|
|                                     | 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.<br><br>c. Must present his/her Individual Development Plan (IDP) that is validated by the head of the office.  | Latest rated performance rating with approved IDP      |
|                                     | 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).<br><br>g. Must have no current or pending enrollment in other institutions for graduate or postgraduate degree programs (for degree programs). | Updated Personal Data Sheet                            |
|                                     | 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**

|  |  |   |
|--|--|---|
| <b>I. NAME</b>                                 |  |   |
| <b>II. Position/Designation</b>                |  |   |
| <b>III. Permanent Station</b>                  |  |   |
| <b>IV. Has availed any scholarship program</b> | <input type="checkbox"/> Yes<br><input type="checkbox"/> No  | If yes, fill out sections V-X, as applicable.   |
| <b>V. Scholarship Program</b>                  | <b>Program Type</b>  | <b>Title of the Program</b>   |
|  | <input type="checkbox"/> Degree<br><input type="checkbox"/> Non-Degree                                   |   |
| <b>VI. Scholarship Duration</b>                |  |   |
| <b>VII. Status</b>                             | <input type="checkbox"/> <b>Completed the Course</b><br><br>(Submit a copy of Certificate of Completion) | <input type="checkbox"/> <b>Withdrawn from the Course</b><br><br>(State the reason below) |



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|   |   |                                    |
|---|---|------------------------------------|
| <b>VIII. Reason/s for Non-Completion</b><br><br>(must be supported by attachments)  | <input type="checkbox"/> <b>Resignation</b> <input type="checkbox"/> <b>Transfer</b> <input type="checkbox"/> <b>Retirement</b> <input type="checkbox"/> <b>Others</b><br><br><i>Explain further.</i> |                                    |
| <b>IX. Service Obligation</b>   | <b>No. of Months/Yrs Required</b>   | <b>No. of Months/Yrs Completed</b> |
|   |   |                                    |
| <b>X. Reason for Non-Completion</b><br><br>(must be supported by attachments)   | <input type="checkbox"/> <b>Resignation</b> <input type="checkbox"/> <b>z</b> <input type="checkbox"/> <b>Retirement</b> <input type="checkbox"/> <b>Others</b><br><br><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>    |   |                                    |
| <hr/>   |   |                                    |
| 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> |   |                                    |
| <hr/>   |   |                                    |
| Name and Signature of the Recommending Authority<br>(SDO - HRDD)  |   | Date and Time                      |
| <b>APPROVED</b>   |   |                                    |
| <hr/>   |   |                                    |
| Name and Signature of the Recommending Authority<br>(RO-HRDD)   |   | Date and Time                      |