



Republic of the Philippines
Department of Education
Region V- Bicol
SCHOOLS DIVISION OFFICE OF LIGAO CITY



NOTICE OF MEETING 31626184
March 16, 2026

To: Schools Division Scholarship Committee (SDSC)

To ensure effective management of NEAP Scholarship Processes, the Schools Division Scholarship Committee (SDSC) is requested to attend the meeting at the CID Office, Binatagan, Ligao City, on March 17, 2026, at 9:00 a.m.

Attached is the Division Memorandum No. 0067, s. 2026, re: *Guidelines on Ensuring Effective Management of NEAP Scholarship Process* for your reference.

For the information and guidance of all concerned.


TITA V. AGIR
Chief, CID

Noted:


NYMPHA D. GUOMO
Schools Division Superintendent



Republic of the Philippines
Department of Education
Region V- Bicol

SCHOOLS DIVISION OFFICE OF LIGAO CITY

Office of the Schools Division Superintendent

20926103

February 9, 2026

DIVISION MEMORANDUM

No. **0067** s. 2026

**GUIDELINES ON ENSURING EFFECTIVE MANAGEMENT OF
NEAP SCHOLARSHIP PROCESSES**

To: Asst. Schools Division Superintendent
CID and SGOD Chief Education Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

1. In reference to Regional Memorandum No. 00160, s. 2026 titled, Guidelines on Ensuring Effective Management of NEAP Scholarship Processes, this Office hereby designates the following personnel as the **Schools Division Scholarship Committee (SDSC)**, to wit:

Chairperson	Tita V. Agir, CID Chief
Vice Chairperson	Joy Pauline M. Delos Reyes, Atty. III
Regular Members	
	Jocelyn P. Navera, EPS- Science
	Jojim B. Cordova, EPS- Math
	Maria Grecia M. Renolayan, EPS- English
	Ronald B. Lucena, EPS- TLE
	Leo S. Moral, EPS-Kindergarten
	Leo C. Brizuela, EPS-Filipino
	Rommel Carl R. Peralta, EPS- LRMS
	Amable O. Poja, EPS-MAPEH
	Jovito P. Oriola, EPS-Values Ed.
	Jose R. Nobela, EPS-Araling Panlipunan
Secretariat	
	Emalyn G. Rempis, SEPS, HRD
	Ruth Glaiza H. Sabate, EPS II, HRD
	Sharon B. Perseveranda, AO IV Records

2. The SDSC shall be responsible for implementing these Guidelines at the division level. It shall perform the following duties and responsibilities:

- Oversee the scholarship application procedures within the Schools Division.
- Disseminate information on scholarship opportunities.
- Review and screen the endorsed scholarship application of DepEd personnel from the schools and the functional division units. Such reviews are conducted in accordance with the qualifications, program prerequisites, and criteria set forth by DepEd and sponsoring agencies.
- Present and submit the following to the SDPDC for approval and subsequent endorsement by the SDS:
 - Roster of nominees for scholarship grants to sponsoring agencies and, where applicable, to the RO.
 - Policy recommendations addressed to the RO.
- Provide technical assistance to the nominees in completing and submitting the requisites mandated by DepEd and/or the sponsoring agencies.
- Maintain and regularly update the database of division-level active scholars and pool of potential scholars. The minimum number of potential scholars is determined by the SDS.

