



Republic of the Philippines  
**Department of Education**  
Region XI  
**SCHOOLS DIVISION OF DIGOS CITY**

**OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT**

**DIVISION MEMORANDUM**

SGOD-2023- 218

To: : Assistant Schools Division Superintendent  
Division Chiefs  
Public Schools District Supervisors  
Public School Heads  
Concerned Public School Teachers

Subject : **CALL FOR NOMINATION OF PARTICIPANTS FOR COHORT 4 LUNDUYAN SA KAHUSAYAN AND CYCLE 2 OF SEAMEO INNOTECH BATCH 2 COURSES**

Date : June 2, 2023

This is in reference to Regional Memorandum HRDD-2023-125 dated May 31, 2023 signed by Allan G. Farnazo, Director IV, re: Call for Nomination of Participants for Cohort 4 Lunduyan sa Kahusayan and Cycle 2 of SEAMEO Innotech Batch 2 Courses.

Attached is the list of School Heads and Teachers for ready reference.

Please keep in touch with the Division SEPS-HRD to facilitate the preparation of the Letter of Intent (LOI) and Contract.

For the information and guidance by all concerned.

*Melanie P. Estacio*  
**MELANIE P. ESTACIO**  
OIC-Schools Division Superintendent  
Schools Division of Digos City  
RECORDS SECTION  
**RELEASED**  
DATE: JUN 02 2023 TIME: 1:20 PM  
*[Signature]*

Enclosed: As stated  
SGOD/rbd



RECORDS



Republic of the Philippines  
**Department of Education**  
DAVAO REGION

DepEd Schools Division of Digos CT

RECORDS SECTION



**RECEIVED** 102960

DATE: 01 JUN 2023 TIME 9:36  
BY:

Office of the Regional Director

**REGIONAL MEMORANDUM**  
HRDD-2022-125

To : Assistant Regional Director  
Schools Division Superintendents

Subject: CALL FOR NOMINATION OF PARTICIPANTS FOR COHORT 4  
LUNDUYAN SA KAHUSAYAN AND CYCLE 2 OF SEAMEO  
INNOTECH BATCH 2 COURSES

Date : May 31, 2023

The National Educators Academy of the Philippines through the Professional Development Division (NEAP-PDD), announces the **"Call for Nomination of Participation for Cohort 4 Lunduyan sa Kahusayan and Cycle 2 of Seameo Innotech Batch 2 Courses."**

For details, refer to the following enclosures:

- a. Enclosure 1 - Schedule of Nomination and Other Related Activities
- b. Enclosure 2 - Remaining slots per region
- c. Enclosure 3 - Important Links for the PD Program Batch 2

Immediate dissemination of this Memorandum is desired.

**ALLAN G. FARNAZO**  
Director IV

By Authority of the Regional Director

Enclosed: As Stated.

ROH9/maba

DEPARTMENT OF EDUCATION ROXI  
RECORDS SECTION  
**RELEASED**

Date: June 01, 2023  
Time: 19682

**REBONFAMIL R. BAGUIO**  
Director III 31 MAY 2023



Address: F. Torres St., Davao City (8000)  
Telephone Nos.: (082) 291-1665; (082) 221-6147

ISO 9001:2015 - Certified



Republika ng Pilipinas

## Department of Education

OFFICE OF THE UNDERSECRETARY

HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT,  
NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES, AND  
TEACHER EDUCATION COUNCIL SECRETARIAT



**MEMORANDUM**  
**DM-OUHROD-2023-0231**

**TO :** **Regional Directors**  
**Schools Division Superintendents**  
**Human Resource Development Division (HRDD) Chiefs**  
**NEAP in the Region (NEAP-R) Focal Persons**  
**SDO Lunduyan and SEAMEO INNOTECH Focal Persons**  
**All others concerned**

**FROM :** **GLORIA JUMAMIL-MERCADO**   
*Undersecretary for Human Resource and Organizational Development,  
National Educators Academy of the Philippines, and  
Teacher Education Council Secretariat*

**SUBJECT :** **CALL FOR NOMINATION OF PARTICIPANTS FOR COHORT 4  
LUNDUYAN SA KAHUSAYAN AND CYCLE 2 OF SEAMEO  
INNOTECH BATCH 2 COURSES**

**DATE :** February 10, 2023

1. The National Educators Academy of the Philippines through its Professional Development Division (NEAP-PDD) announces the **Call for Nomination of Participants for Cohort 4 Lunduyan sa Kahusayan and Cycle 2 of SEAMEO Innotech Batch 2 Courses.**
2. The nomination aims to fill in the remaining slots of Lunduyan sa Kahusayan and SEAMEO INNOTECH Batch 2 courses, and ensure that more DepEd teachers and school leaders can avail of various Professional Development Programs (PDP).
3. Relative to this, NEAP in the regions are requested to disseminate the following in their respective regions.
  - a. **Enclosure 1: Schedule of nomination and other related activities** - shows the suggested timeline and details for the call of nomination. Regions are welcome to submit nominations before the deadline.
  - b. **Enclosure 2: Remaining slots per region** - shows the remaining number of slots per region
4. In case a region will not be able to cover all the slots assigned until **March 28, 2023**, the unfilled slots may be given to other regions who still have other nominees in their roster. The scanned and signed copies of the Letter of Intent

(LOI) and Contract of nominated participants should be submitted to NEAP CO until **May 26, 2023**.

5. Moreover, the regional and division focal persons are requested to update the participant tracker and ensure that participants from previous cohorts and cycles have submitted their LOI and contracts. Scanned and signed copies of the documents should be uploaded in their designated Google drive folders. Important links are found in **Enclosure 3**.
6. For any questions or concerns, please contact **Mr. Florentino Varron Jr (Lunduyan focal person)** or **Ms. Richie Vesagas (SEAMEO Innotech focal person)** through [fvj@deped.gov.ph](mailto:fvj@deped.gov.ph). Kindly use this format in the subject line of the email for easier tracking: [LUNDUYAN OR SEAMEO] <subject of the email>.
7. Immediate dissemination of and appropriate action on this memorandum is earnestly desired.

*[NEAP-PDD/Varron/Vesagas]*

**SCHEDULE OF NOMINATION AND OTHER RELATED ACTIVITIES**

1. Suggested schedule of the nomination and other activities for cohort 4 Lunduyan Training Program, and Cycle 2 of SEAMEO INNOTECH Batch 2 courses:

<b>Activities</b>	<b>Schedule</b>	<b>Details</b>
RO to inform the SDO regarding the memorandum	until 3rd week of January 2023	The RO focal person shall inform the division focal persons regarding this memorandum and inform them of the allotted number of slots for their division.
Announcement of SDO Registration for the remaining slots of Lunduyan and SEAMEO INNOTECH batch 2 courses	4th week of January 2023 until the 1st week of February 2023	The SDO focal person shall facilitate the announcement of the registration in their respective division. The SDO may utilize an online registration process where interested participants can register through a form provided by SDO, or they may nominate participants under their division.
Accomplishment of the list of nominees  <i>NOTE: Kindly ensure that nominees have been informed of their participation.</i>	February 2023 until 2nd week of March 2023	The SDO focal person shall accomplish the list of nominees from their division and submit it to the RO focal person.
Submission of the SDO list of nominees to the RO	2nd to 3rd week of March 2023	The SDO focal person shall submit the list of nominees from their respective divisions to the RO focal person
<b>Submission of collated list of nominees per region to NEAP CO</b>	<b>March 28, 2023</b>	The RO focal person shall collate the submitted list from the SDOs, and submit the summary to the NEAP CO email at <a href="mailto:neap@deped.gov.ph">neap@deped.gov.ph</a> using this template:  <a href="https://www.deped.gov.ph/2023/03/28/submit-nominees-per-region-to-neap-co/">https://www.deped.gov.ph/2023/03/28/submit-nominees-per-region-to-neap-co/</a>
Onboarding Activities	To be announced separately by program	Details of the onboarding activity shall be communicated through separate issuances per PD program.
Implementation Dates of Programs and Courses	To be announced separately by program	Details of the dates of implementation shall be communicated through separate issuances per PD program.

2. All participants will receive an email notification from NEAP, NTC or SEAMEO INNOTECH confirming their participation in their chosen PD program.
3. All participants must attend the onboarding activities for Lunduyan and SEAMEO INNOTECH courses. The invitation and details of the activities shall be sent to the participants through their indicated email address.

Enclosure 2

Remaining Slots per Region

A. Lunduyan sa Kahusayan

Region	Allocated Slots (Teacher's Program)	Allocated Slots (School Head's Program)	Allocated Slots (Coaching Program)	Total Allocated Slots
All regions except BARMM	96 pax per region	87 pax per region	40 pax per region	223 pax per region

B. SEAMEO INNOTECH Batch 2 Courses

Region	Strategic Thinking and Innovation for School Leaders (Flexible Course with Synchronous and Asynchronous Classes)			Massive Open Online Courses for Teachers (Asynchronous Classes)		
	Course 1: Essentials of Strategic Thinking and Innovation	Course 2: Charting an Innovative School Strategy	Course 3: Leading and Sustaining Change	Early Literacy Instruction for K-3 Teachers	Becoming a Better Teacher Everyday (BBTE)	Teach On: Keeping the Passion Alive
I	104	260	274	-	-	-
II	253	288	291	646	440	604
III	240	285	287	812	677	732
IV- A	151	252	259	322	-	8
IV - B	293	297	298	818	761	812
V	197	257	252	300	287	301
VI	229	282	287	351	317	267
VII	208	279	287	552	498	544
VIII	239	280	287	61	123	163
IX	277	294	290	867	826	822
X	282	296	293	882	765	850

XI	276	297	282	838	810	760
XII	245	283	276	581	180	520
CARAGA	246	290	295	403	325	415
NCR	257	286	284	838	689	763
CAR	276	288	277	913	964	951





Enclosure 3

**IMPORTANT LINKS FOR THE PD PROGRAMS BATCH 2**

Batch 2 PDPs Frequently Asked Links:					
Learning Service Provider (LSP) and Program	Link of Google Drive Repositories per Region	Link of Tracker of Required Documents  <i>NOTE: Tracker must be updated each time the RO focal uploads a document to the google drive</i>	Guide for Organizing the Subfolders for Each Region	Link for the Confirmed List of Participants / Scholars	Course Brochures and Other Materials
<b>NTC Lunduyan sa Kahusayan</b>	<a href="https://bit.ly/1LunduyanLOlandContracts">https://bit.ly/1LunduyanLOlandContracts</a>	Cohort 1 & 2 <a href="https://bit.ly/1LunduyanTrackerLOlandContracts">https://bit.ly/1LunduyanTrackerLOlandContracts</a> ↓ Cohort 3 <a href="https://bit.ly/1LunduyanCohort3Tracker">https://bit.ly/1LunduyanCohort3Tracker</a>  Cohort 4 <a href="https://bit.ly/1LunduyanConfirmedCohort4List">https://bit.ly/1LunduyanConfirmedCohort4List</a>	<a href="https://bit.ly/1LunduyanPDPbatch2GuideforSubfoldersOrganizing">https://bit.ly/1LunduyanPDPbatch2GuideforSubfoldersOrganizing</a>	<b>List of Confirmed participants</b> <a href="https://bit.ly/1LunduyanPDPparticipantsDatabase">https://bit.ly/1LunduyanPDPparticipantsDatabase</a>  <b>Cohorts 1, 2, and 3 COMPLETERS:</b> <a href="https://bit.ly/1LunduyanListofCompleters">https://bit.ly/1LunduyanListofCompleters</a>  <b>Non-Completers:</b> <a href="https://bit.ly/1LunduyanNonCompleters">https://bit.ly/1LunduyanNonCompleters</a>	Brochure & FAQs: <a href="https://drive.google.com/drive/folders/123hTushAJb3XXw0PE2D08aZWD-yNs2?usp=share_link">https://drive.google.com/drive/folders/123hTushAJb3XXw0PE2D08aZWD-yNs2?usp=share_link</a>
<b>UP NISMED GeoGebra</b>	<a href="https://bit.ly/1UPNISMEDGeoGebraLOlandContracts">https://bit.ly/1UPNISMEDGeoGebraLOlandContracts</a>	<a href="https://bit.ly/1UPNISMEDGeoGebraTrackerSheet">https://bit.ly/1UPNISMEDGeoGebraTrackerSheet</a>		List of Confirmed participants <a href="https://bit.ly/1UPNISMEDParticipantsDatabase">https://bit.ly/1UPNISMEDParticipantsDatabase</a>	<a href="https://bit.ly/1UPNISMEDGeoGebraSimpleDesign">https://bit.ly/1UPNISMEDGeoGebraSimpleDesign</a>
<b>SEAMEO INNOTECH Batch 2 Courses</b>	<a href="https://bit.ly/1SEAMEOINNOTECHBatch2Participants">https://bit.ly/1SEAMEOINNOTECHBatch2Participants</a>				<a href="https://bit.ly/1SEAMEOINNOTECHBatch2PDPs">https://bit.ly/1SEAMEOINNOTECHBatch2PDPs</a>

**Essentials of Strategic Thinking and Innovation**

	Names	Schools
1	Sheryl A. Delos Santos	Balabag National High School
2	Abegail L. Lao	Balabag National High School
3	KEMBERLY U. GAMA	Soong National High School
4	ALLEN JOY P. AGUIRRE	Soong National High School
5	Charlon Jessimar A. Ypil	Balabag National High School
6	MARICHEL P. DANDROY	DiCNHS - Aplaya Extension High School
7	ROXAN FAYE SHEENA L. PULIDO	DiCNHS - Aplaya Extension High School
8	MARY KRIS J. MELENCION	DiCNHS - Aplaya Extension High School
9	JAYMARK P. CASAS	DiCNHS - Aplaya Extension High School
10	ROBIN CHARLES O. RAMOS	Senior High School in Digos City

**Charting an Innovative School Strategy**

	Names	Schools
1	Junar L. Binag	Balabag National High School
2	Lowella G. Dumaguit	Balabag National High School
3	RANDOLPH M. ROBLES	Soong National High School
4	Jumalin, Ian Augustos D.	Matti National High School

**Leading and Sustaining Change**

	Names	Schools
1	Dennis John L. Suan	Balabag National High School
2	Melanie P. Pano	Balabag National High School
3	Geneveive D. Llambo	Igpit Elementary School

**Early Literacy Instruction for K-3 Teachers**

	Names	Schools
1	Bebylane S. Gomez	Igpit Elementary School
2	Cristie Bebs E. Ponio	Jolencio R. Alberca Elementary School
3	Nilrose T. Casiano	Igpit Elementary School

**Becoming a Better Teacher Everyday (BBTE)**

	Names	Schools
1	Bernice D. Abrenilla	Balabag National High School
2	Shereynalyn Mae P. Apatan	Balabag National High School
3	DENEVIEVE JOY P. GERONA	Soong National High School
4	SHEILA G. SORIANO	Soong National High School
5	CHRISTINE R. DE LA PEÑA	Soong National High School
6	CAMILLE JANICA ACLAN	Soong National High School
7	ANGELYN A. MAMIS	Soong National High School
8	MARY GRACE B. FAT	Soong National High School
9	Hilda P. Fabroa	Rizal Central Elem. School
10	Lwayway R. Fuenticilla	Rizal Central Elem. School

**Teach On: Keeping the Passion Alive**

	Names	Schools
1	Joyce R. Alag	Balabag National High School
2	Remel A. Mosquiola	Balabag National High School
3	Rema M. Ramos	Igpit Elementary School

**Teacher's Program**

	Names	Schools
1	JYMAER T. GEROMO	GOMA NATIONAL HIGH SCHOOL
2	Jazel S. Saligan	Balabag National High School
3	Amie Joy M. Jumalin	Balabag National High School
4	VELJUN M. CUIZON	Soong National High School
5	Jumalin, Ian Augustos D	Matti National High School
6	Robin Charles O. Ramos	Senior High School in Digos City

**School Head's Program**

	Names	Schools
1	ROTSHEN V. CASILAC	Soong National High School
2	King P. Devesfruto	Goma National High School

**Essentials of Strategic Thinking and Innovation**

	Names	Schools
1	Sheryl A. Delos Santos	Balabag National High School
2	Abegail L. Lao	Balabag National High School
3	KEMBERLY U. GAMA	Soong National High School
4	ALLEN JOY P. AGUIRRE	Soong National High School
5	Charlon Jessimar A. Ypil	Balabag National High School
6	MARICHEL P. DANDOY	DiCNHS - Aplaya Extension High School
7	ROXAN FAYE SHEENA L. PULIDO	DiCNHS - Aplaya Extension High School
8	MARY KRIS J. MELENCION	DiCNHS - Aplaya Extension High School
9	JAYMARK P. CASAS	DiCNHS - Aplaya Extension High School
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**Charting an Innovative School Strategy**

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**Leading and Sustaining Change**

	Names	Schools
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2	Melanie P. Pano	Balabag National High School
3	Geneveive D. Llamo	Igpit Elementary School

**Early Literacy Instruction for K-3 Teachers**

	Names	Schools
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8	MARY GRACE B. FAT	Soong National High School
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10	Liwayway R. Fuenticilla	Rizal Central Elem. School

**Teach On: Keeping the Passion Alive**

	Names	Schools
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2	Remel A. Mosquiola	Balabag National High School
3	Rema M. Ramos	Igpit Elementary School

**Teacher's Program**

	Names	Schools
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3	Amie Joy M. Jumalin	Balabag National High School
4	VELJUN M. CUIZON	Soong National High School
5	Jumalin, Ian Augustos D	Matti National High School
6	Robin Charles O. Ramos	Senior High School in Digos City

**School Head's Program**

	Names	Schools
1	ROTSHEN V. CASILAC	Soong National High School
2	King P. Devesfruto	Goma National High School

DATE

\_\_\_\_\_  
Schools Division Superintendent  
DepEd SDO of Digos City  
Roxas St., Digos City  
Davao del Sur, Philippines

**NEAP-RECOGNIZED PROFESSIONAL DEVELOPMENT PROGRAMS AND COURSES  
LETTER OF INTENT**

\_\_\_\_\_  
Greetings!

This is Mary Jimz C. Abellon ([maryjimzabellon1998@gmail.com](mailto:maryjimzabellon1998@gmail.com)), Teacher I, in Matti Elementary School.

I am writing to you to signify my intent to register for the Teach On: Keeping the Passion Alive (for Teachers) offered by SEAMEO INNOTECH under the NEAP-Recognized Professional Development Programs and Courses.

If accepted, please be rest assured that I intend to:

- Maintain the academic standards and other course requirements set under the program
- Fulfill the required service obligation required under Sections 17 and 19 Rule VIII of the Omnibus Rules Implementing Book V of Executive Order No. 292
- Submit and implement my Re-Entry Action Plan
- Sign the NEAP-Recognized Professional Development Program Contract
- Refund in full to the Department of Education such sums of money as may have been defrayed by the Philippine government for expenses incidental for having attended the program or course, for failure to comply with any of the foregoing conditions through my fault or willful neglect, resignation from the service, transfer to other agencies, voluntary retirement or other causes within my control

Thank you.

Regards,

*Mary Jimz C. Abellon  
Teacher I  
Matti Elementary School*



Republic of the Philippines  
Department of Education

*Enclosure J*

NEAP-RECOGNIZED PROFESSIONAL DEVELOPMENT PROGRAM  
**CONTRACT**

I, \_\_\_\_\_ (NAME), Filipino, of legal age and with residence at \_\_\_\_\_ (HOME ADDRESS), \_\_\_\_\_ (POSITION) of \_\_\_\_\_ (SCHOOL / OFFICE /STATION) for and in consideration of the NEAP-RECOGNIZED PROFESSIONAL DEVELOPMENT PROGRAM (NEAP - PDP) entitled \_\_\_\_\_ (TITLE OF THE PROGRAM OR COURSE) facilitated by \_\_\_\_\_ (NAME OF THE LEARNING SERVICE PROVIDER OR NEAP PARTNER INSTITUTION) for the period \_\_\_\_\_ (INCLUSIVE DATES OF THE COURSE) do hereby agree to observe the following terms and conditions:

DepEd shall:

- a. designate mentor/supervisor who shall support and help the teacher-participant / school leader-participant implement the NEAP-PDP Action Plan of the scholar;
- b. ensure that the NEAP-PDP Action Plan shall benefit first and foremost the students and the school community during its implementation;
- c. see to it that his/her work is a genuine product of his/her learning and enhanced skills and capabilities;
- d. ensure that system, procedures and mechanisms are in place to help the scholar implement his/her NEAP-PDP Action Plan;
- e. provide various support to ensure implementation of the teacher-participant's / school leader-participant's NEAP-PDP Action Plan;
- f. monitor the implementation of the NEAP-PDP Action Plan; and
- g. get a final report of the effects of the NEAP-PDP Action Plan's implementation after three to five years.

DepEd Participant shall:

- a. maintain the academic standards and other course requirements set for by the program of the institution and Department of Education (DepEd) and that failure to do so would be sufficient grounds for disqualification and termination the participation to the program;

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Second Floor, Mabini Building, DepEd Complex, Meralco Avenue, Pasig City 1600 ☎ Telefax No. 8638-8638 ✉ email add: [ncapdo.depedco@gmail.com](mailto:ncapdo.depedco@gmail.com)

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- b. conduct himself/herself in such manner that will uphold the moral integrity and professionalism of DepEd public servant;
- c. submit to the head of office and the Department of Education (DepEd) through the National Educators Academy of the Philippines (NEAP) a copy of the NEAP-PDP Action Plan containing lessons for the conduct of echo seminars to share new learnings, teaching innovations, and strategies to their co-workers and administrators, various trainings, program highlights and general impressions constituting a general evaluation of the program at the end of the program or course;
- d. implement the echo seminars / LAC Sessions and submit reports to the **QUALITY ASSURANCE DIVISION**, National Educators Academy of the Philippines at Second Floor, Mabini Building, DepEd Complex, Meralco Avenue, Pasig City;
- e. teach the subject / conduct echo seminars / LAC Sessions on the course in which they participation in continue to serve their school / division / region for **at least three years** which is the service obligation equivalent for a year of scholarship or a fraction thereof;
- f. fulfill the service obligation as required under Sections 17 and 19 Rule VIII of the Omnibus Rules Implementing Book V of Executive Order No. 292;
- g. **refund in full** to DepEd such sums of money as may have been defrayed by the Philippine government for expenses incidental for having attended the program or course, for failure to comply with any of the foregoing conditions through my fault or willful neglect, resignation from the service, transfer to other agencies, voluntary retirement or other causes within my control. For reasons beyond the control of the teacher-participant, the conditions do not apply, provided that all documentary requirements including doctor's certification are met and are acceptable to DepEd.

IN WITNESS WHEREOF, I set my hand this \_\_\_\_ day of \_\_\_\_\_ at \_\_\_\_\_.

\_\_\_\_\_  
 NEAP-PDP Participant  
*(signature over printed name)*

\_\_\_\_\_  
 Direct Supervisor of NEAP-PDP Participant  
*(signature over printed name)*

Witness:

**NELMA LYN R. BARNIJA**  
 Regional HRDD Chief  
*(signature over printed name)*

**ALLAN G. FARNAZO**  
 Regional Director\*  
*(signature over printed name)*

**JENNIFER E. LOPEZ**  
 Director IV, NEAP  
*(signature over printed name)*

REPUBLIC OF THE PHILIPPINES  
CITY OF

)  
) S.S.

**BEFORE ME**, a Notary Public, for and in the above jurisdiction, personally appeared the following:

Name	ID	Date/Place Issued
_____	_____	_____
_____	_____	_____

are known to me as the same persons who executed the foregoing instrument and acknowledged to me that the same are their own free and voluntary act and deed.

This instrument consists of three (3) pages including the page wherein this acknowledgement is written and is signed by parties and their instrumental witnesses on each and every page hereof.

**WITNESS MY HAND AND SEAL**, this \_\_\_\_ day of \_\_\_\_\_, at Pasig City, Philippines.

\_\_\_\_\_  
Notary Public

*Doc No.* : \_\_\_\_\_  
*Page No.* : \_\_\_\_\_  
*Book No.* : \_\_\_\_\_  
*Series of* : \_\_\_\_\_