



Republic of the Philippines
OFFICE OF THE PRESIDENT
COMMISSION ON HIGHER EDUCATION

CHED MEMORANDUM ORDER

No. 58
Series of 2006

SUBJECT: IMPLEMENTING RULES AND REGULATIONS FOR THE STUDY GRANT PROGRAM FOR THE DEPENDENTS OF TOBACCO GROWERS

In accordance with the Constitutional mandate "*to protect and promote the right of all citizens to quality education at all levels, and take appropriate steps to make such education accessible to all*" (Art. XIV Section 1) and pursuant to Republic Act No. 9211, otherwise known as the "Tobacco Regulation Act of 2003" Sec. 33 (e) which provides that "*State Universities and Colleges...shall provide scholarship programs for dependents of tobacco growers*" and the pertinent provisions of Republic Act 7722, otherwise known as the "Higher Education Act of 1994", the Commission during its 281st en banc meeting, approved the following Implementing Rules and Regulations for the Study Grant Program for the Dependents of Tobacco Growers:

I. Objective

The study grant program aims to provide educational assistance to the dependents of tobacco farmers.

II. General Criteria of Eligibility

The applicant must:

1. be a son or daughter of a tobacco farmer
2. come from the tobacco-producing provinces
3. have a certificate of eligibility to apply issued by the Local Government Unit and the National Tobacco Administration
4. be at least a high school graduate
5. be of good moral character

III. Financial Assistance

Each grantee shall receive a financial assistance of P2,5000.00 per semester from the Commission on Higher Education through the SUCs concerned for tuition and other school fees.

The SUCs concerned may provide additional financial assistance for the living allowance of the grantees.

IV. Participating State Universities and Colleges (SUCs)

The SUCs located in major tobacco growing provinces shall be allocated with the following number of scholarship slots:

Region I	Number of Slots
1. Mariano Marcos State University (MMSU) Bacnotan, La Union, Ilocos Norte	15
2. University of Northern Philippines (UNP) Vigan, Ilocos Sur, District I	20
3. Ilocos Sur Polytechnic State College (ISPC) Sta. Maria, Ilocos Sur, District II	15
4. Don Mariano Marcos Memorial State University (DMMSU) La Union	20
5. Pangasinan State University (PSU)	10
Region II	
1. Cagayan State University (CSU) Tuguegarao, Cagayan	10
2. Isabela State University Echague, Isabela	10
Cordillera Administrative Region	
1. Abra State Institute of Science and Technology (ASIST) Lagangilang, Abra	10

VI. Administration and Management

The following are the duties and responsibilities of CHED Offices and the State Universities and Colleges concerned relative to the administration and management of the Program:

- A. The State Colleges and Universities, shall:
 - a. Screen and select grantees considering the following factors:
 - Income of the family
 - Number of children in the family
 - Academic grades of applicants or result in a scholarship examination given by the SUC concerned.
 - b. Submit to the CHED Regional Office (CHEDRO) copy furnished Office of Student Services (OSS), and the National Tobacco Administration within two (2) weeks after enrollment the list of grantees during the semester in accordance with prescribed format;
 - c. Replace grantees who dropped out or whose grant was terminated for cause; Provided, however, that the replacement shall enjoy only the number of semesters not utilized by the original grantee.

- d. Open a Current Account in a government bank to be used exclusively in the transferring of scholarship funds from CHED to the school and in depositing unutilized/unexpended scholarship funds during the semester;
- e. At the end of the semester, submit to HEDFS, copy furnished CHEDRO and OSS, liquidation report of the funds transferred by CHED certified correct by the Accountant and verified by the State Auditor in-charge of the SUC;
- f. Keep separate accounting records of CHED scholarship funds in accordance with the accounting procedures and COA rules and regulations; and

B. OFFICES OF CHED, shall:

- a. Transfer to HEI financial benefits of the scholars and grantees enrolled during the semester (c/o HEDFS); Provided, however, that the transfer of funds shall be effected if the HEI has already submitted the liquidation report of the previous funds transferred to the Higher Education Development Fund Secretariat (HEDFS)-CHED and that the unutilized/unexpended funds have been deposited to government authorized depository bank;
- b. Monitor the HEI in the implementation and administration of various of the Program;

**C. NATIONAL TOBACCO ADMINISTRATION (NTA),
DEPARTMENT OF AGRICULTURE, shall:**

- a. Certify that the applicant to the scholarship grant is a son/daughter/dependent of a bonafide tobacco farmer

VII. FUNDING REQUIREMENTS (See Appendix A)

VIII. MEMORANDUM OF AGREEMENT (See Appendix B)

The CHED, NTA and SUCs concerned shall sign a Memorandum of Agreement (MOA) that provides the terms and conditions in the administration of the Program (See Annex B).

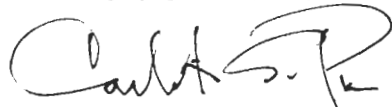
IX. EFFECTIVITY

The implementation of this CMO shall commence effective the 1st semester of school year 2006-2007.

For proper guidance and strict compliance of all concerned.

Issued this 27th day of December 2006, Pasig City.

For the Commission:



CARLITO S. PUNO, DPA
Chairman

APPENDIX B

MEMORANDUM OF AGREEMENT TEMPLATE

KNOW ALL MEN BY THESE PRESENTS:

This MEMORANDUM OF AGREEMENT made and entered into this ____ day of _____ 2006 by and between:

The COMMISSION ON HIGHER EDUCATION, a government agency at the Executive Department, tasked to oversee tertiary education in the Philippines, with principal address at the 5/F Development Academy of the Philippines Bldg., San Miguel Avenue, Ortigas Center, Pasig City, represented by its Chairman, Dr. CARLITO S. PUNO, hereinafter referred to as the "CHED".

and

The _____, a duly recognized public higher education institution with office address at _____ herein represented by its President _____ and hereinafter referred to as "SUC".

and

The NATIONAL TOBACCO ADMINISTRATION, a government agency under the Department of Agriculture, with principal address at Scout Reyes Street, corner Panay Avenue, Quezon City, represented by its Administrator, MR. CARLITOS S. ENCARNACION, hereinafter referred to as the "NTA".

WITNESSETH

WHEREAS, in accordance with the constitutional mandate and the pertinent provisions of Republic Act 7722, the "Higher Education Act of 1994", one of the goals of CHED is to broaden the access of the poor but bright Filipino students to quality higher education thru scholarships, grants and loans;

WHEREAS, Section 33 (e) of Republic Act No. 9211, otherwise known as the "Tobacco Regulation Act of 2003" provides that "State Universities and Colleges...shall provide scholarship programs for dependents of tobacco growers";

WHEREAS, in pursuit of its goal for "Access and Equity", CHED, during its 277th Commission en banc meeting dated June 14, 2006, approved the request of the National Tobacco Administration (NTA) to provide scholarship grants to deserving dependents of *bonafide* tobacco farmers enrolled in selected state universities and colleges in the major tobacco-growing provinces in Regions I, II and the Cordillera Administrative Region (CAR);

NOW THEREFORE, for and in consideration of the foregoing premises, and the terms and conditions herein under provided, the CHED Chairman, the NTA Administrator and the University President of _____ hereby enter into this Agreement:

I. DUTIES AND RESPONSIBILITIES OF CHED, SUC AND NTA

- OBLIGATIONS OF CHED –

- a. Assign/transfer to the SUC the financial benefits of the grantees enrolled during the semester (c/o HEDFS); Provided, however, that the transfer of funds shall be effected if the HEI has already submitted the liquidation report of the previous funds transferred to the Higher Education Development Fund Secretariat (HEDFS)-CHED and that the unutilized/unexpended funds have been deposited to government authorized depository bank;
- b. Monitor the HEI in the implementation and administration of various of the Program;

- OBLIGATIONS OF SUC –

- a. Screen and select grantees considering the following factors:
 - Income of the family
 - Number of children in the family
 - Academic grades of applicants or result in a scholarship examination given by the SUC concerned.
- b. Submit to the CHED Regional Office (CHEDRO) copy furnished Office of Student Services (OSS), and the National Tobacco Administration within two (2) weeks after enrollment the list of grantees during the semester in accordance with prescribed format;
- c. Replace grantees who dropped out or whose grant was terminated for cause: Provided, however, that the replacement shall enjoy only the number of semesters not utilized by the original grantee
- d. Open a Current Account in a government bank to be used exclusively in the transferring of scholarship funds from CHED to the school and in depositing unutilized/unexpended scholarship funds during the semester;
- e. At the end of the semester, submit to HEDFS, copy furnished CHEDRO and OSS, liquidation report of the funds transferred by CHED certified correct by the Accountant and verified by the State Auditor in-charge of the SUC.
- f. Keep separate accounting records of CHED scholarship funds in accordance with the accounting procedures and COA rules and regulations; and

- OBLIGATION OF NTA -

- a. Certify that the applicant to the scholarship grant is a son/daughter/dependent of a *bonafide* tobacco farmer in the major tobacco-growing provinces in Regions I, II and the Cordillera Administrative Region (CAR).

2. IMPLEMENTING GUIDELINES

The pertinent provisions of CHED Memorandum Order (CMO) No. ___ Series of 2006, "The Implementing Rules and Regulations for the Study Grant Program for the Dependents of Tobacco Growers," shall form part of this Agreement. As such, the corresponding obligations and rights of the respective parties stated in the said CMO are hereby deemed incorporated.

3. AMENDMENTS

The parties hereto, may upon mutual consent, amend or modify this Agreement by or through an addendum signed by all parties which shall form as integral part hereof.

4. EFFECTIVITY

This Agreement shall take effect immediately upon signing by all parties concerned.

IN WITNESS WHEREOF, the parties have hereunto signed this Memorandum of Agreement this ____ day of _____ 2006 at _____.

For CHED:

For SUC:

CARLITO S. PUNO, DPA
Chairman, CHED

President, _____

For NTA:

CARLOS S. ENCARNACION
Administrator

SIGNED IN THE PRESENCE OF:

ACKNOWLEDGMENT

REPUBLIC OF THE PHILIPPINES) S.S.
CITY OF _____

BEFORE ME, a Notary Public for and in _____
this ____ day of _____ 2006 personally appeared:

Name	Number	Community Residence Certificate	
		Date Issued	Place of Issue
Carlito S. Puno			

Known to me as the same persons who executed the foregoing Agreement and acknowledged to me that the same is their free and voluntary act and deed and that of the principals represented by them.

I further acknowledge that this instrument, including the foregoing Agreement and this page on which this acknowledgment is written, consists of _____ () pages, all signed by the parties and their witnesses and sealed with my notarial seal.

WITNESS MY HAND AND SEAL on the date and place first above written.

Notary Public

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Series _____

APPENDIX A

**STUDY GRANT PROGRAM FOR THE DEPENDENTS OF TOBACCO GROWERS
Funding Requirements
SY 2006 - 2007**

Region	SUCs	No. of Slots	Financial Assistance @ P 2,500 Per Semester/Grantee	Funding Requirements Per Academic Year
I	1 Mariano Marcos State University, (MMSU) Batac, Ilocos Norte	15	P 37,500.00	P 75,000.00
	2 University of Northern Philippines (UNP) Vigan, Ilocos Sur	20	50,000.00	100,000.00
	3 Ilocos Sur Polytechnic State College (ISPCS) Sta. Maria, Ilocos Sur	15	37,500.00	75,000.00
	4 Don Mariano Marcos Memorial State University (DMMMSU) Bacnotan, La Union	20	50,000.00	100,000.00
	5 Pangasinan State University (PSU) Lingayen, Pangasinan	10	25,000.00	50,000.00
II	1 Cagayan State University (CSU) Tuguegarao, Cagayan	10	25,000.00	50,000.00
	2 Isabela State University (ISU) Echague, Isabela	10	25,000.00	50,000.00
CAR	1 Abra State Institute of Science and Technology (ASIST) Lagangilang, Abra	10	25,000.00	50,000.00
	GRAND TOTAL	110	P 275,000.00	P 550,000.00