



Republika ng Pilipinas

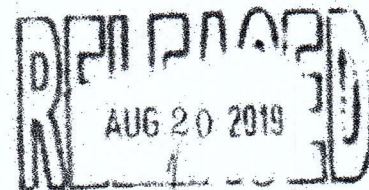
Kagawaran ng Edukasyon

Tanggapan ng Pangalawang Kalihim

OUR MEMO (A-CR-029)

MEMORANDUM

12 August 2019



DEPED-CAR

For: **Regional Directors
Division Superintendents**

Subject: **INVITATION TO THE JAPAN EAST- ASIA NETWORK OF
EXCHANGE FOR STUDENTS AND YOUTHS (JENESYS)
JAPANESE LANGUAGE AND CULTURE COMMUNICATION**

The Ministry of Foreign Affairs (MOFA) of Japan is now accepting applications for high school participants to the Japan -East Asia Network of Exchange for Students and Youths (JENESYS 2019) Program.

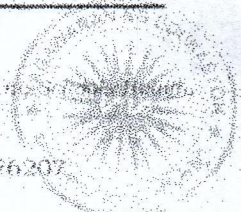
JENESYS 2019 is scheduled on 23 -31 October 2019 and DepEd will be sending twenty (20) grade ten students and one (1) supervisor who belong to SPFL Nihongo class. Each region will conduct a regional screening from 19 - 30 August 2019 and submit to the Central office the endorsement of shortlisted applicants **on or before 04 September 2019**. All shortlisted applicants will proceed to the National Screening and Interview on **09-12 September 2019** at NCR.

Application is open to all qualified students and supervisors from **SPFL Nihongo class**. Applicants who have visited Japan through any invitation program organized by Japanese Government such as JENESYS, JICA, JF (Japan Foundation), JNTO, AOTS and HIDA are **not allowed to take part again**.

Expenses for the board and lodging of the participants to this activity shall be charged against BLSS- YPD funds, the participant's local travel expenses shall be charged to local funds; all subject to usual accounting and auditing rules and regulations. All regional offices are also requested to assist the delegates in facilitating the expenses. **The final delegation will be announced on 12 September 2019.**

To: All School Administrators, Principals & Teachers In-Charge
(Elementary & Secondary)
FOR YOUR INFORMATION & APPROPRIATE ACTION
[Signature]
FEDERICO P. MARTIN, EdD, CESO V
Schools Division Superintendent

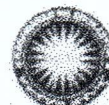
Office of the Undersecretary for Administration
Department of Education, Central Office, Meralco Avenue, Pasig City
Room 519, Mabini Building; Mobile: +639260326752; Landline: +6326337203, +6326376207
Email: usec.admin@deped.gov.ph; Facebook/Twitter @depedtago



Attached is the copy the Youth Sports Exchange (Rugby) entry form and the application Guidelines. For question and concern, please call or text Ms. Jennette Lozano at cell phone number 0995 258 21 74 or office landline 6379841.

For immediate and appropriate action.


ALAIN DEL B. PASCUA
Undersecretary



DEPARTMENT OF EDUCATION



Republic of the Philippines
DEPARTMENT OF EDUCATION
CORDILLERA ADMINISTRATIVE REGION
Wangal, La Trinidad, Benguet



August 20, 2019

To: Schools Division Superintendents
All Divisions

For information and immediate action.

Please see attached for the details and requirements. Interested students and supervisors shall comply with all the requirements and submit to the Regional Office thru the HRDD for screening on or before August 30, 2019 at 12 NN.

MAY B. ECLAR, Ph.D., CESO V
Regional Director

For the Regional Director:


BETTINA DAYTEC - AQUINO
Assistant Regional Director

HRDD/eps/1st

To: All School Administrators, Principals & Teachers In-Charge
(Elementary & Secondary)

FOR YOUR INFORMATION & APPROPRIATE ACTION


FEDERICO C. MARTIN, Ed.D., CESO VI
School Division Superintendent

The Roles of the Supervisors / Leaders for JENESYS2019 ASEAN

In accordance with implementation of JENESYS2019, close cooperation among supervisors / leaders and JTB escorts are expected smooth and safe operation of the program.

As for the student batch, the supervisor / leader must be a teacher/professor of the High-school / university the participating students are attending, and is responsible for protecting and guiding the students, and must accompany with and be accountable in any situation where students get sick, injured, or any other instance where assistance is necessary.

1. Supervision during the visitation to Japan and the return from Japan

Supervisors / Leaders shall responsively lead the participants to travel to and from Japan (JTB escort will NOT accompany the travel).

<p>(1) Arriving at Japan</p>	<ul style="list-style-type: none"> ① Gather all of the participants and roll-call ② Confirm the passport, tickets, embarkation/disembarkation cards, etc. of the participants. ③ <u>Have a pre-travel health check of participants</u> <p>If anyone has health problem the supervisor / leader is responsible for the decision as to whether he/she can travel to Japan. *Any participant with health hindering aspects such as pregnancy, pre-existing medical conditions (including chronic diseases), temperature over 37.5C, or any other health conditions is not allowed to travel.</p> <ul style="list-style-type: none"> ④ Assist participants with their embarkation procedure and transit procedures at transit site, find the boarding gate and confirm the number of participants. ⑤ Assist with Japan immigration procedures
<p>(2) Departing from Japan</p>	<ul style="list-style-type: none"> ① Check the return route of each participant ② Assist with embarkation procedure and transit procedures at transit site, find the boarding gate and confirm the number of participants. ③ Assist with immigration procedures of applicable country ④ See off the participants

2. During the stay in Japan

During the stay, separate the duties with JTB escorts as shown below and cooperate together in order to manage the duties smoothly. Mainly the supervisor / leader must check the general status of the participants, report their status and share information with status with the JTB escorts.

	Supervisors / Leaders	JTB Escorts (JTB Interpreters)
(1) Orientation	① Give explanations on safety management to the participants (*1) ② Distribute SOS card (*2)	
(2) During the program	① Roll-call before leaving all sites ② Check for items left behind ③ Make sure everybody is aware of the meeting time ④ Reminder of the rules and prohibitions ⑤ Arrangement of speech by group representative for visit /observation ⑥ Supervise participant's health ⑦ Assist participants with questions about religion and cultural customs ⑧ Assist during coverage by the media ⑨ Collect pictures/data of dissemination related to the program by the participants through SNS etc., and submit to JTB	① Overall management of schedule ② Explanation of the visit/ observation summary and the purpose of the program ③ Guidance ④ Interpretation ⑤ Providing additional information pertaining to the subject at that time ⑥ Providing advices for living in Japan during the stay ⑦ Checkup visit during the homestay ⑧ Check dissemination related to the program by the participants through SNS
<p><u>Emergency Protocol</u></p> <p>In case of an emergency, supervisors / leaders and JTB escorts make an initial response by closely communicate with each other, and consult with JTB escorts.</p> <p>If a participant becomes ill, supervisor / leader must accompany the sick participant with the JTB escorts to the hospital.</p>		
(3) Hotel	① Preliminary check of the emergency routes of hotels and the venues ② Relay the rules of going out; give permission	② Explanation of rules during the hotel stay ③ Reminder of the meeting time and the schedule

(*1) Safety management lecture given at the orientation

- Regarding prevention of transmitting sickness (washing hands and throat, usage of masks and hand sanitizers, not sharing food and drinks.)
- Procedures for going to the hospital
- Constant reminders regarding situations such as robbery, lost items, incidents and accidents
- Procedures if a natural disaster (especially an earthquake) occur
- Check for allergies, the cause of allergic reactions, necessary procedures to take if the student gets sick, and the name of the medication the participant takes regularly

(*2) Includes the JTB Escort's emergency phone number

3. After returning to the home country

Support the participants in implementing Action plan, collect pictures/data of Action Plan/dissemination by the participants through SNS etc., and submit to JTB.

Entry Form for JENESYS2019 for Inbound Program
Group Theme : Japanese Language Communication, Japanese Culture Exchange
(Country: Philippines)

- * Read and confirm Qualifications for Participants in the Application Guidelines for JENESYS2019 before filling out this Entry Form.
- * Refer to the Sample and Fill in All the relevant Columns and Sections . Blank Columns are Not Accepted.
- * Please submit the Scanned Copy of your Passport (Pages of photograph and the "ENDORSEMENT")

1. Personal Information

* Please fill in the form in BLOCK LETTERS.

<p align="center">Photo</p> <p>(taken within 3 months) Please write your name on the back of your photo.</p>	<p>Full Name (Exactly the same as your passport , make sure to check the Endorsements)</p>					
	<p>Given name (English)</p>		<p>Family Name (English)</p>		<p>Middle Name (English) (if any)</p>	
	<p>Full Name (in Mother language)</p>					
<p>Date of Birth (as shown on your passport)</p>	<p>(Day)</p>	<p>(Month)</p>	<p>(Year)</p>	<p>Age (as of the starting day of the programme)</p>		
<p>Nationality</p>				<p>Sex</p>	<input type="checkbox"/> Male <input type="checkbox"/> Female	
<p>Marital Status</p>	<input type="checkbox"/> Single <input type="checkbox"/> married <input type="checkbox"/> Widowed <input type="checkbox"/> divorced					
<p>Religion</p>	<input type="checkbox"/> Buddhist <input type="checkbox"/> Christian <input type="checkbox"/> Muslim <input type="checkbox"/> Hindu <input type="checkbox"/> No Religion <input type="checkbox"/> Others ()					
<p>Mother Tongue</p>						
<p align="center">Passport</p>	<p>Number</p>			<p>Type of Passport (*MRP: Machine-Readable Passport)</p>		
				<input type="checkbox"/> Private <input type="checkbox"/> Diplomat <input type="checkbox"/> Official		
				<input type="checkbox"/> MRP <input type="checkbox"/> Not MRP		
	<p>Date of Issue</p>			<p>Date of Expiry</p>		
<p>(Day)</p>	<p>(Month)</p>	<p>(Year)</p>	<p>(Day)</p>	<p>(Month)</p>	<p>(Year)</p>	
<p>*If you have a valid passport, please fill in the passport section. **If you don't have a passport, please leave the section blank.</p>						
<p align="center">Social Media User Account(s)</p>	<p align="center">Facebook</p>		<p align="center">Twitter</p>		<p align="center">Instagram</p>	
	<p align="center">others</p>		<p>*Japanese government and JTB might use your postings related to this program through above mentioned SNS in our reports and website, that will possibly be open to the public.</p>			
<p align="center">Current Address</p>	<p>Address:</p>					
	<p>Tel:</p>			<p>Mobile:</p>		
	<p>E-mail:</p>					
	<p>*Regarding your E-mail address, please write the most sure one, so that notices or requests from JTB or Japanese government will be sent to that address after the program. (only one mail address)</p>					
<p>*If you do not have phone at your current address, please write contact person , phone number and e-mail.</p>	<p>Name :</p>		<p>Phone Number :</p>		<p>E-mail :</p>	
<p align="center">Contact Person in Emergency</p> <p>*It shall be your parent. *If you live with him/her, please leave address blank.</p>	<p>Full Name</p>			<p>Relationship</p>		
	<p>Address:</p>					
	<p>Tel:</p>			<p>Mobile:</p>		
	<p>E-mail:</p>					
	<p>Profession/Occupation:</p>					

2. Health Condition

Blood Type	<input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> O <input type="checkbox"/> AB <input type="checkbox"/> UNKNOWN
Health Condition	<input type="checkbox"/> Good (Nothing to declare)
	<input type="checkbox"/> I have been diagnosed (serious disease) Name of disease : () <input type="checkbox"/> Fully recovered <input type="checkbox"/> Under treatment
Health Condition	<input type="checkbox"/> Having Chronic disease Please specify:
	<input type="checkbox"/> chronic lung disease (asthma, chronic obstructive lung disease etc.)
	<input type="checkbox"/> immunodeficiency state (T cell immunodeficiency etc.)
	<input type="checkbox"/> chronic heart disease (congenital heart disease, coronary artery disease etc.)
	<input type="checkbox"/> metabolic disease (diabetes) <input type="checkbox"/> renal dysfunction <input type="checkbox"/> obesity <input type="checkbox"/> myasthenia gravis
	<input type="checkbox"/> infectious diseases (Specified:)
	<input type="checkbox"/> others ()
	* Medical treatment cost related to the chronic disease is not covered by the programme insurance.
Medicine	<input type="checkbox"/> Not taking any medicines
	<input type="checkbox"/> Taking medicines regularly (Specified:)
Pregnancy	<input type="checkbox"/> No <input type="checkbox"/> Yes *Pregnant women cannot participate in JENESYS 2019 Programme owing to maternal and child health reason.
Physical Difficulty	<input type="checkbox"/> No <input type="checkbox"/> Yes (Specified:)
Food Allergies (which may cause allergic reaction)	<input type="checkbox"/> None
	<input type="checkbox"/> Shrimp <input type="checkbox"/> Crab <input type="checkbox"/> Shellfish <input type="checkbox"/> Fish <input type="checkbox"/> Egg <input type="checkbox"/> Pork <input type="checkbox"/> Beef <input type="checkbox"/> Chicken
	<input type="checkbox"/> Mutton/Lamb <input type="checkbox"/> Others ()
Food Restriction (for religion or custom reason)	<input type="checkbox"/> None
	<input type="checkbox"/> Shrimp <input type="checkbox"/> Crab <input type="checkbox"/> Shellfish <input type="checkbox"/> Fish <input type="checkbox"/> Egg <input type="checkbox"/> Pork <input type="checkbox"/> Beef <input type="checkbox"/> Chicken
	<input type="checkbox"/> Mutton/Lamb <input type="checkbox"/> Others ()
Dietary Requirements	<input type="checkbox"/> None
	<input type="checkbox"/> Vegetarian <input type="checkbox"/> Vegan <input type="checkbox"/> Halal <input type="checkbox"/> Others ()
*Please be noted that the meals provided in the program cannot meet all the requests from the participants.	
Other Allergies and Restriction	<input type="checkbox"/> None
	Physical reason : <input type="checkbox"/> Dogs <input type="checkbox"/> Cats <input type="checkbox"/> House dust <input type="checkbox"/> Others ()
	Religion or Custom reason : <input type="checkbox"/> Dogs <input type="checkbox"/> Cats <input type="checkbox"/> House dust <input type="checkbox"/> Others ()

3. School / University / Organization

Information of your High School / University	Name of School / University		Location (city,province)		
	Tel:		Fax:		
	Field of study or Name of Faculty / Department (for university student only)				
	Grade/school year (for student)				
	* I confirm that I am a student (possess student ID) <input type="checkbox"/> Yes <input type="checkbox"/> No				
	For Supervisor only	Profession/Occupation:			
		Title			
Information of your Company / Organization	Name of Organization		Location (city,province)		
	Tel:		Fax:		
	Department / Division		Title / Position		
Language	English Proficiency certificated score (if any, e.g. TOEFL)				
	<input type="checkbox"/> TOFEL	Score :	<input type="checkbox"/> IELTS	Score :	
	<input type="checkbox"/> TOEIC	Score :	<input type="checkbox"/> Other	Score :	
	Level of English		Level of Japanese		
	Speaking : <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor	Speaking : <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor			
	Writing : <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor	Writing : <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor			
Reading : <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor	Reading : <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor				

4. Visiting Japan

Have you been to Japan before?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
If Yes, how long did you stay in Japan?	<input type="checkbox"/> More than 3 months <input type="checkbox"/> Less than 3 months	*Person already stayed in Japan over 3 months cannot participate in JENESYS 2019 Programme
If Yes, did you join any of the following?	<input type="checkbox"/> JENESYS / KIZUNA <input type="checkbox"/> SSEAAYP <input type="checkbox"/> JICA <input type="checkbox"/> MEXT <input type="checkbox"/> JF <input type="checkbox"/> JNTO <input type="checkbox"/> HIDA <input type="checkbox"/> None of the above	*Any candidates who have participated in the above Programme before are not allowed to take part

5. Experiences related to Japan

① Are you a learner of Japanese language, or a Japan scholar?	<input type="checkbox"/> No <input type="checkbox"/> Yes	→ If "Yes" How Many Years ?	year(s)
② Have you ever been involved in Japanese culture or Japanese	<input type="checkbox"/> No <input type="checkbox"/> Yes	→ If "Yes" How Many Years ?	year(s)
③ Have you ever been involved in business related to Japan?	<input type="checkbox"/> No <input type="checkbox"/> Yes	→ If "Yes" How Many Years ?	year(s)
④ If you have ever learned Japanese language, is your Japanese teacher a dispatched person as "NIHONGO Partners" by AISA Center in Japan?			<input type="checkbox"/> Yes <input type="checkbox"/> No

6. Personal Activities

	Activities	Period of Involvement
Sports / Clubs		
Hobbies / Favorites		
Academic / Sports Awards (if any)		

7. Expectations

Please describe your expectation by participating in this program.?	
---------------------------------------------------------------------	--

JENESYS 2019

Reg. NO. _____

JENESYS2019 Inbound Program

Group Theme: Japanese Language Communication, Japanese Culture Exchange

(Country: **Philippines**)

LETTER OF UNDERSTANDING

In consideration of my acceptance and participation in the above-mentioned "JENESYS 2019 Inbound Program", hereafter referred to as "the Program",

I, _____, agree and consent to the following:

Name in block letters

- I have read and fully understood the document entitled Application Guidelines for JENESYS2019.
- I hereby certify that the statement made by me in Entry Form is true and correct.
- I understood the personal information that provided in this application would be handled in accordance to the following standards of personal information set forth by JTB corp. Also I agree the personal information will be properly managed and provided to third companies / parties arranging the program as necessary.
- JTB Corp. and associated Subcontractors will not be held liable for any of the actions or negligence of any third parties including, but not limited to: commercial airlines, hotels, and restaurants. Also, if my citizenship requires visa to enter Japan and other country (for transit purpose), I am responsible for physically retrieving the visa.
- I am fully responsible for the arrangement, expenses, methods, and safety of transportation to/from my residence to/from the designated International Airport to be used for the Program, and it is not considered the responsibility of JTB Corp., or associated Subcontractors whatsoever.
- JTB Corp., its subcontractors, and the host organizations are not and will not be held liable for any injury, accident, illness, loss or personal property or other contingencies, which may ensue during, or in connection with my participation in this program except that such injury, accident, illness, loss of personal property or other contingencies are related to or arising from JTB Corp.'s gross negligence, bad faith or willful misconduct.
- Any and all debts incurred by me during this program including, but not limited to: medical, dental, hospital bills (over and above the provided traveler insurance coverage), replacing a lost passport, and personal expenses (e.g. long distance calls) are my own responsibility and will not be paid by JTB Corp., or its subcontractors.
- JTB Corp. and its subcontractors reserve the right to change or alter travel, lodging, or other arrangements

without notice or reason.

- JTB Corp. may remove me from the program at any time for reasons staff deems sufficient including, but not limited to, my attitude, or behavior. Expenses incurred for such removal are my responsibility and must be paid by me immediately upon demand.
- I am fully responsible for costs associated with last-minute cancellations or changes, initiated by me, due to any reason other than a medical or personal emergency.
- All costs that are not explicitly included in the program are my own responsibility.
- Photos taken of me during the course of the tour may be uploaded to the Program website and used in promotional materials.
- I understood that family members who are not participants in the Program are not allowed to accompany me or my group.
- I will abide by and adhere to Japanese laws and rules.
- I will share my experiences on the program after returning my home country and fill out a questionnaire about them. The Program administrators may contact me for follow-up surveys 3 months after the end of the program. These entities may also contact me to share announcements about nearby programs on Japan or invite me to Japan-related events.

By signing this Form, and agreeing to participate in the JENESYS2019 Inbound Program, I, the participant, have read the foregoing and consent and agree to its contents. I am also agreeing to release JTB Corp. (including its employees and agents) of and from any and all claims, liabilities, actions and causes of action arising from or relating to your participation in the JENESYS2019 Inbound Program, except for gross negligence of JTB Corp.

Signature of Participant

_____/_____/_____
Date (Day/Month/Year)

Signature of Parent / Guardian

_____/_____/_____
Date (Day/Month/Year)

* A minor under the 18 is required to have the consent of parent / guardian.

JENESYS²⁰¹⁹

Application Guidelines for JENESYS2019 Inbound Program

Group Theme: Japanese Language Communication, Japanese Culture Exchange

(Country: Philippines)

1. Overview

JENESYS2019 is a people-to-people exchange program between Japan and the Asia-Pacific region launched by the Government of Japan, and will succeed JENESYS2018.

This program will include approximately 3,100 people who will be sent to or from Japan and the Asia-Pacific region in a year. Participants are expected to proactively disseminate information on Japan's attractions and contribute to promoting sustained attention to Japan.

*JENESYS: Japan-East Asia Network of Exchange for Students and Youths

2. Objectives

- (1) To promote mutual trust and understanding among the peoples of Japan and the Asia-Pacific region, and to build a basis for future friendship and cooperation.
- (2) To encourage an understanding of Japan's economy, society, history, diverse culture, politics and diplomatic relations.
- (3) To promote proactive dissemination on Japan's attractive points through all available methods of publication and communication.

3. Outlines of the Program

- (1) Period of the Program: 23 October, 2019 – 31 October, 2019 (Period of Stay in Japan)
- (2) Expected total number of the participants: 21, including 1 supervisor
- (3) Country of participants : Philippines
- (4) Language: English
- (5) Place: Tokyo/ Iwate-prefecture
- (6) Contents:
 - (i) To attend lectures related the theme.
 - (ii) To visit site(s) related the theme.
 - (iii) To exchange through Japanese Language Communication, Japanese Culture Exchange.
 - (iv) To visit traditional culture sites and school exchange with Japanese youths of same generation in Iwate prefecture.
 - (v) To have workshop/reporting session.

- (vi) To make courtesy.
- (vii) To convey/spread information about Japan's attractions by SNS during and after the program, the implementation of each action plan after returning home, and cooperation to questionnaire for three months after returning

4. Qualifications for Participations

- (1) Must have nationalities of Philippines
- (2) Must understand and agree to the purpose of JENESYS 2019 and this guideline.
- (3) Must be high school student who is learning Japanese language
*Supervisor must be under 35 years old as of the program date.
- (4) Must be in good health.

Persons affected with chronic diseases (diagnosed or undiagnosed) might be accepted by presenting medical certificate and/or declaration of consent. Pregnant person shall not join the program.

- (i) Chronic Diseases

In principle, applicants who suffer from chronic diseases are not allowed to participate in the program. Chronic diseases include: Chronic lung disease (asthma, chronic obstructive lung disease, etc.), Immunodeficiency state (T cell immunodeficiency etc.), Chronic heart disease (congenital heart disease, coronary artery disease etc.), Metabolic disease (diabetes), renal dysfunction, obesity, myasthenia gravis, etc.

- (ii) Pregnancy

Pregnant applicants will not be accepted to participate in this program for the reasons related to the health of such applicants.

- (iii) Body Temperature

If a participant's body temperature is 37.5°C or higher on the day of departure, he/she shall not be able to depart for Japan and shall not be eligible to participate.

- (5) Must keep group behavior.
- (6) Must commit to sharing and disseminating information on Japan and on their experiences in the program respectively by Social Networking Service (SNS) during and after the program and/or their publications etc., and have a Facebook account for active postings.
- (7) Must commit to cooperating for the questionnaires during and after the program and Post-Return Activities.
- (8) Persons correspond to any of the following conditions shall be disqualified;
 - Already studied/stayed in Japan for over 3 month period.
 - Already participated in JENESYS/KIZUNA, SSEAYP (Ship for South East Asian Youth Program), JICA, Japanese Government (Monbukagaku-Shou: MEXT) Scholarship Program, Invitation Program of JF (Japan Foundation), JNTO (Japan National Tourism Organization) or AOTS* (HIDA**).
 - *Association for Overseas Technical Cooperation and Sustainable Partnerships
 - **The Overseas Human Resources and Industry Development Association (the previous name of AOTS)
- (9) Additional consideration will be given to applicants who are:
 - (i) Engaged in activities which are related to Japan or Japanese culture, etc.
 - (ii) Majoring in Japan-related studies

[For Supervisor/Leader]

- (10) Applicants must supervise participants as an educator for the smooth implementation of the program.

See Annex 1 for the roles of supervisors/Leaders for JENESYS2019. Further details of the roles of the Supervisors/Leaders will be explained upon arrival in Japan by JTB.

5. Necessary Procedure for Application/Selection of Participants

All of the following application documents shall be submitted to the responsible organization.

(1) Entry Form (Form attached : Annex2)

The form shall be completed electronically and send in EXCEL format (not PDF).

(2) Passport Sized Photograph

A passport sized photograph taken within the latest 3 months shall be attached in the space provided on Application Form. A digital photograph shall be accepted, however, it shall be a passport styled photograph.

Please note that selfies or photographs not in a white background shall not be accepted.

(3) Scanned Copy of the Applicant's Passport (Pages of photograph and the "ENDORSEMENT")

If an applicant does not have a valid passport, such applicant shall immediately obtain a valid passport and submit the photocopy of the page of the photograph as soon as the decision was made for the acceptance of the applicant to the program.

(As a general rule, the participants shall have a passport valid for more than 6 months at the time of entry to Japan.)

* Visa must be applied on your own.

("Letter of Guarantee" and "Letter of Reason for Invitation" will be prepared by JTB.)

* Visa is not required for the following cases (as of March,2019) ;

[Ordinary Passport holder]

Brunei / Malaysia (IC passport) / Singapore / Thailand (IC passport)

[Official Passport holder]

Cambodia / Indonesia / Laos / Thailand/ Vietnam

(4) Letter of Understanding (Form attached : Annex3)

Each participant shall be requested to review carefully the conditions described in the Letter of Understanding before applying to the program. The Letter of Understanding must be signed by the applicant (or Parent/Guardian for participants under the age of 18).

Deadline to submit the required documents: 20. September, 2019

[Requests for Focal Point/Selecting Agency]

(i) Participants' List (form attached : Annex4) shall be sent to JTB by the deadline.

(ii) Requirements prepared and presented by the participant shall be verified if

satisfactorily fulfilled or not. The presented Entry Form shall be verified to review if the participant may be well qualified or not. If any parts of the Entry Form are improperly filled or left blank, the participant shall be requested to fill the Form properly.

- (iii) The deadline for the submission of the documents shall be observed strictly. If any of the documents fails to reach JTB by the deadline, the applicant shall not be considered applicable for the program.
- (iv) The corresponding data shall be sent directly to JTB under password protection by e-mail.

Address : jenesys2019asean@jtb.com
Password : asean19
Query : Application Documents
Group Theme: Japanese Language Communication, Japanese Culture Exchange in the mail title

6. Participants' Handbook

After a notification results to the applicants, a tentative program in Japan and Participants' Handbook for JENESYS2019 prepared/created by JTB will be provided to the participants by e-mail.

The Participants' Handbook contains information about the outline of the Program, travel information, travel tips on how to stay in Japan etc. The participants are highly requested to read the handbook carefully so that they can sufficiently prepare for the participation in the program.

*Some Focal Points/the Embassy of Japan shall have an orientation meeting before departure.

*On the departure day, if the participant has either of the following symptoms, the leader/supervisor decides if the participant may travel or not after consultation with Focal Point or the Embassy of Japan.

Anyone with a body temperature over 37.5°C shall not travel to Japan.

- Feeling feverish or chilly
- Sore throat
- Cough
- Stuffy or runny nose
- Headache or muscle ache

7. Post-Arrival Orientation in Japan

After the participants' arrival in Japan, JTB shall hold an orientation to explain matters below;

- (1) Outline of JENESYS2019
- (2) Program schedule
- (3) Introduction of Japan; its lifestyle and customs
- (4) Questionnaire for participants
- (5) Dissemination on Japan's attractive points

(6) Others

8. Post-Return Activities and Questionnaires (Mandatory)

All participants shall be required to share their experiences/knowledge acquired through the visit to Japan with friends, family or people in the local community, etc. in order to disseminate the current/accurate understandings on Japan, and to report their activities to the Embassy of Japan in their country.

Each participant shall submit questionnaires on his/her experience/impression in the visit to Japan after return to their countries (within 3 months after the program). The questionnaire shall be sent to each participant approximately within 3 months after the program. In addition, participants shall be highly expected to develop policy recommendations related to their field based on their experience in Japan and to share their findings and experiences in their field publicly and with peers by delivering presentations and disseminating information on Japan through all available methods of publication and communication.

All participants shall be requested to fill it out and return it to JTB. The Government of Japan is also likely to contact participants to share announcements about nearby programs on Japan or invite program alumni to Japan-related events. The participants shall be requested to report their post-program activities and to continue exchanging opinions and information with Japanese people through the online community sites of the Ministry of Foreign Affairs of Japan (MOFA)* and JTB**.

*Facebook of Youth Exchange Program of MOFA:
<https://www.facebook.com/youthexchange.mofa>

** JTB Youth Exchange Program
Under construction

9. Terms and Conditions

(1) The Arrangements and Expenses Covered by the Program

- Round trip international air tickets from/to the international airport in the participant's home country and to/from Japan. An economy class seat is applied.

*Excess baggage charge shall be incurred by the participant, if any.

*International departure and arrival airport cannot be changed for any reason.

- Overseas travel accident insurance

*Chronic diseases, dental diseases and pregnancy diagnosed by a Japanese medical doctor and cases disapproved by the insurance company will NOT be covered by the insurance. Expenses for above mentioned matters are to be incurred personally.

Insurance	Coverage	Amount (JPY)
Accident	Death Benefit	¥10,000,000
	Physical Impediment Benefit	¥10,000,000
	Medical Expense	¥10,000,000
	Sickness Medical Expense	¥10,000,000
Rescuer's Expense		¥3,000,000
Personal Liability		¥50,000,000

- For scheduled activities in Japan

- ✓ Accommodation
- ✓ Transportation
- ✓ Meals
- ✓ Admission fees

*No cash allowance is provided to participants including supervisors/leaders .

*Participants are expected to bear personal expenses, such as passport fees, fees for vaccination, excess baggage charges, travel expenses between their home and departure airport, fees for accommodation and meals in their countries, and fees for purchasing souvenirs or personal goods before or during the program.

(2) Cancellation Policy

The participant shall be fully responsible for the costs incurred by JTB, if a cancellation of all or a part of the program is made due to the applicant's own reason just before the start of the program.

The participant shall make payments for such costs immediately when JTB requests the participant to make such payments in the way as instructed by JTB.

Such payments shall be made for the cost incurred by JTB for unused portion of the arrangements, even if no additional payments are made by JTB due to such cancellation.

Once accepted the participant's application and arranged the flight and accommodation, participants are likely to be responsible for costs associated with cancellations or unexpected changes which are attributable to the participants and due to reasons other than medical or personal emergencies.

(3) Participants shall NOT be allowed to do any of the following actions;

- ✓ To take the flight or the class of flight different from those designated by the program even if there is no additional cost;
- ✓ To take someone (family, friend or any person of similar position) with the participant as a companion;
- ✓ To skip the official program including scheduled meals or visits for personal reasons such as meeting with someone (relative, friend in Japan, or any person of similar position);
- ✓ Not to stay in the designated accommodation by the program;
- ✓ To arrive before starting the program;
- ✓ To remain in Japan after the program;
- ✓ To travel to the third country on the way to Japan or back to home country;
- ✓ To violate the laws or regulations of Japan. A violator shall be subject to penalties under the Japanese law and;
- ✓ To interrupt the program.

(4) Rules during Stay in Japan

- ✓ All participants have to attend all the programs planned by JTB and they need to follow the rules/guidelines indicated by JTB.
- ✓ Participants that interrupted the program shall be dismissed and shall be responsible for cancellation fees and leaving Japan at their own expense.
- ✓ The participants, including supervisors/leaders, shall stay in a twin or triple room. Sharing the room with person from other country is likely to be necessary depending on the case.
 - *If homestay is included as a part of program, supervisors will not homestay.
- ✓ JTB will try to prepare the followings matters if necessary for religious reasons. However, such matters are likely to be unavailable depending on situations.
 - ◇ Time and place for prayers
 - ◇ Meals suitable for persons with food restriction for religious reasons

The program schedule shall be followed strictly. Therefore, it is impossible for the participants to have time to meet friends or relatives in Japan during the program.

*This program has no free time.

In the event a participant catches the flu during their stay in Japan, such participant shall be quarantined for 5 days according to Japanese regulation. If the

quarantine period overlaps with the date of departure from Japan, the participant's return flight shall be postponed.

(5) Photographs/Videos Taken during the Program

While participating in the program, photographs and videos, participants' comments, etc. are likely to be recorded by JTB or other participating organizations. In addition, all of the participants shall agree that such photographs, comments and contents posted to SNS by participants may be used in various media for the purpose of introducing JENESYS2019 or in business reports.

The participant shall agree to grant permission to JTB and the organizations participating in the program to use his/her photographs, films, or recorded items taken or collected during the program. The participant shall authorize the publication of his/her name and pictures, the sound/video recordings of his/her voice, and printed/electronic copy of his/her information, in any and all media including, without limitation, cable/broadcast television, internet, newspaper, magazines, brochures or other printed media for all purposes including, but not limited to, promotion, advertising, meetings, and educational conferences. This permission shall extend to all languages, media or formats currently or hereafter devised, and shall continue without time limit unless the participant revokes the permission in writing to JTB.

(6) Respect for Japanese Law and Regulations

During the stay in Japan, participants shall respect the laws and regulations of Japan, and any violators shall be subject to penalties under Japanese law. Any legal dispute arising out of the application and admission of, or relating to, this program between the participants and the Government of Japan or JTB shall be governed by and construed in accordance with the domestic laws of Japan, without regard to principles of conflicts of laws, and shall be subject to the exclusive jurisdiction of the applicable courts in Japan.

(7) The Attribution of Responsibility during the Program

All participants shall agree to release JTB (including its employees and agents) of and from any and all claims, demands, damages, losses, liabilities and expenses including, without limitation, reasonable attorneys' fees and expenses (collectively, "Claims") arising from or relating to a participant's participation in JENESYS2019; provided, however, that this release shall not apply to any Claims related to or arising from JTB's gross negligence, bad faith or wilful misconduct. Finally, all participants shall agree to indemnify JTB (including its employees and agents), and hold it harmless, of and from any and all claims arising from or relating to their breach of the terms and conditions of this Application Guideline.

All participants shall take responsibility for any and all consequences of his/her own behaviour not obeying any rules, regulations or warnings, or injury, loss or damage to any person or property due to his/her accident, theft, crime or any conduct. The participant shall agree to indemnify, defend and hold JTB and its staff free from/against any and all claims, demands or liabilities as a result of his/her own

conduct. JTB shall in no manner be responsible for such troubles.

10. Personal Information Protection (Attached : Annex5)

Personal information collected under JENESYS2019 shall be treated in compliance with Personal Information Protection Law in Japan. JTB shall ensure the appropriate handling of personal information.

JTB may provide personal information to publishers, cooperation organization, etc. in order to operate and report the program by means of postal mail, fax or E-mail. Personal information shall not be used for any purposes other than operating and reporting the program.

The participants shall disclose their personal information to JTB at their sole discretion. If the participants refuse to disclose such information, difficulties in the operation of the program are likely to occur. Therefore, the participants shall be requested to understand and provide consent to the provision on personal information.

11. Inquiries

Questions relating to the JENESYS 2019 shall be e-mailed to JTB at jenesys2019asean@jtb.com). Please enter **“Query: JENESYS2019 Group Theme: Japanese Language Communication, Japaese Culture Exchange”** in the mail title as the subject heading.

Implementing Agency: JTB Corp.(JTB)

The JTB Group

- Established: November 12, 1963 (Founded: March 12, 1912)
- Number of employees: 28,510 (JTB Group employees as of March 31, 2019)

The JTB Group was founded as the “Japan Tourist Bureau” in 1912, with the objective of contributing to Japan’s economy by welcoming overseas travellers to Japan. For over 100 years since then, the JTB Group has been the driving force behind Japan’s tourism industry.

The JTB Group is building an expansive network that currently covers 143 cities and 510 offices across 39 countries/regions. In keeping with the JTB Group philosophy of “Contributing to the realization of a peaceful and enriched society by creating opportunities for human exchange and interaction across the world stage”, around 29,000 JTB Group employees worldwide work in close coordination to offer high value services.

Annex

- 1 Role of Supervisors/Leaders for JENESYS2019 ASEAN
- 2 Entry Form
- 3 Letter of Understanding
- 4 Participants' List Form
- 5 Handling of Personal Information

No.	School	Principal	TEL	Address	
I	1	Bugayong Integrated School	Susan N. Mangrobang	075-562-0957	Bugayong, Binalonan, Pangasinan
	2	Juan G. Macaraeg NHS	Ms. Febe N. Juan	075-562-0957	Binalonan, Pangasinan
	3	Mangaldan National High School	Dr. Leo E. Blaguir	075-513-3053	P. de Guzman Street, Barangay Poblacion, 2432 Mangaldan, Pangasinan
	6	Laiya NHS	Purificacion L. Agquiz	043-773-7527	Brgy. Pantay Matanda, Tanuan City, Batangas
	7	Pantay Integrated HS	Purificacion L. Agquiz	043-773-7527	Brgy. Pantay Matanda, Tanuan City, Batangas
VI	9	Ochando NHS	Norlito V. Isagan	264-8151	Ochando, New, Washington. Aklan
	10	Sagay NHS	Rene M. Encabo	722-0856	National Highway, Poblacion 2, Sagay City
VII	11	Abellana National School	Dr. Emelita Lanaria	254-8248	Osmena Blvd, Cebu City
	12	Adlaon National High School	Dr. Rosario O. Palanca	09323854584 (Dr. Calledo)	Adlaon, Cebu City
	13	Buanoy National High School	Ms. Marivic M. Yballe	465-2217	Buanoy, Balamban, Cebu
	14	Cabancalan National High School	Ms. Marilou P. Mabansag	032-2685626	ML QUEZON St., Cabancaran, Mandaue City
	15	Cordova National High School	Mrs. Evelyn G. Malubay	0932-267-2131	Day-as, Cordova, Cebu
	16	Compostela NHS	Luis R. Arioja	9333313110	Poblacion, Compostela, Cebu
	17	Compostela Science and Technology High School	Ms. Ma. Teresa P. Selanoba	425-8184 425-8182	Cogon, Compostela, Cebu
	18	Don Carlos A. Gothong Memorial National High School	Mrs. Alice S. Ganar	418-6121 238-9350 239-2399	C. Padilla St., San Nicolas, Cebu city
	19	Francisco Dagohoy Memorial High School	Ms. Enrica G. Gudito	09302264442 (Ms. Gudito)	Magtangtang, Danao, Bohol
20	Lourdes National High School	Ms. MA. Buenaventurada G. Socorin	09399045527 (Ms. Socorin)	Lourdes, panglao, Bohol	

New Principal from June, 2016

Tel. no. from google <<https://www.entran>>

2016 New
abellanahs@yahoo.com
New Principal from June, 2016?

New Principal from June, 2017

New Principal from June, 2017
前連絡先 chaona.jumaoas@deped.gov.ph

New Principal from June, 2017
前連絡先 compostelasths@gmail.com

New Principal from June, 2017

Francisco.dagohoyememorialhs@gmail.com

lourdesnhs@yahoo.com

	21	Marigondon National High School	Mr. Ernesto E. Peteluna	340-9517	Marigondon, Lapu-lapu City	marigondonnhs@yahoo.com New Principal from June 9,2016
	22	Ramon M. Durano Sr. Foundation Science and Technology Education Center	Mr. Jorge A. Noya	09255784550 / 09778547430	Bonaba, Guinsay, Danao City, Cebu	New Principal from June, 2017 前連絡先rmdsfstec@yahoo.com
VIII	23	Leyte NHS	Basilisa D. Negru	(053)0321-3086	Lino Gonzaga Ave., Downtown, Tacloban City, Leyte	Tel. no. from google <http://www.google
	24	Linao NHS	Rhoda V. Dinoy	(053) 561-7923	Barangay Linao, Ormoc City	
XI	25	Alubijid NCHS, SHS	Reynaldo S. Cabillan	9162809273	Brgy. Poblacion, Alubijid, Cagayan de Oro	
	26	Talakag NHS	Samuel B. Quijardo	9176289929	Cagayan-Dominorog-Camp Kibaritan Rd., Brgy. San Isidro, Talakag, Bukidnon	
XI	27	Davao City National High School	Dr. Wenefredo F. Cagape	082-227-9102	F. Torres Street, Davao City, Davao	
	28	Mabini NHS	Chichie F. Yog	084-8100152	Brgy. Cuambog, Mabini, Compostella Valley Province	
	29	Mintal Comprehensive HS	Dr. Johnito O. Galan, Ed. D	293-0569	Davao-Bukidnon Rd., Mintal, Tugbok, Davao City	Tel. no. from google. <http://www.deped.
	30	Sta. Ana NHS	Evelyn Magno	222-4421/305-3423/3003443	Brgy. 28-C, Sta. Ana, Davao City	Tel no. and Address from google. < http://
	31	Capt. Albert Aguilar National High School (Main)	Mr. Efren Parilla	02-820-7575	caa rd. corner balikatan st. bf int'l village las piñas city, Laspiñas	
	32	Carlos Albert HS	Ms. Marivic B. Francisco	715-8457 468-6639(Eng. Dpt.)	Brixton Hill, Galas, Quezon City 1116 Philippines	New Principal from November 2017?
	33	City of Mandaluyong SHS	Dr. Corazon R. Regino	532-5357	E.Pantaleon St. Hulo,Mandaluyong City	New Principal SY 2018-2019
	34	Dofia Teodora Alonzo	Mrs. Mayet R. Delacruz	7314988	Alvarez St., Sta. Cruz Manila	New Principal from September 2017
	35	Dr. JOSEFA JARA MARTINEZ HIGH SCHOOL	Dr.Rommel Mar C.De Guzman	9209489858	53 Victory Avenue, Barangay Tatalon, Quezon City.	
	36	F.Torres HS	Mrs. Ma. Pura S. Talattad	256-3507	1725 Juan Luna St.Gagalangin, Tondo Manila	New Principal from December 2018
	37	GEN. RICARDO G. PAPA SR. MEMORIAL HIGH SCHOOL	Dr. Maria Delia F. Perocho	628-0007	Tuktukan, Taguig City	前校長Mr. Gene T. Pangilinan
	38	Jose Abad Santos HS	Mr. Robert P. Velasquez	498-5579 955-8421	Numancia Street, Binondo, Manila	前校長: MRS. NIDA DC. DELA CRUZ
	39	Lagro HS	Dr. Maria Noemi M. Moncada	939-2607	Misa De Gallo St. brangay Greater Lagro Novaliches Quezon City	New Principal from February

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40	Lakan Dula HS	Dr. Dante A. Felizardo	252-5094	2252 Juan Luna St. Gagalangin, tondo Manila
41	Makati SHS	Mrs. Eden Fredeluces-Samadan	896-2686 897-1362 478-8924 (fax)	Kalayaan Ave., Brgy. Cembo, Makati City
42	Manila SHS	Ms. Maria Eva S. Nacion	525-6197	Taft Ave. Cor. P. Faura St. Ermita, Manila
43	Manuel A. Roxas High School	Dr. Maria Elena C. Serquiña	562-2414	Quirino Ave Ext, Paco, Manila, Metro Manila
44	Marikina SHS	Ms. Jeanette J. Coroza	647-9457	Chanyungco St. Sta. Elena Marikina City
45	Muntinlupa SHS	Dr. Emelita Bautista	511-9770	999 Buendia St. ,Tunasan Muntinlupa City
46	Pasig City SHS	Mr. Jay Mathias A. Arellano	628-2177	F. Legaspi Street Rainforest Park, Maybunga ,Pasig City
47	Pitogo High School	Mr. Felix T. Bunagan	882-0460	Negros Street, Pitogo, Makati City, Metro Manila
48	Quezon City HS	Dr. Janet D. Dionio	352-3239	Scout Ybardolaza St. Sacred Heart, Kamuning Quezon City
49	San Antonio National High School	Dr. Samuel Sia	897-5160	San Antonio ,Manila, Mayapis, Makati, Metro Manila
50	Sauyo HS	Mrs. Marivic Francisco (OIC)	454-4101 454-6303	2nd laguna St. NIA Village ,Sauyo, Quezon City
51	Sen. Renato "Companero" Cayetano Memorial Science and Technology HS	Dr. George P. Tizon	828-01-40	31st Corner 51st Streets, Pamayanang Diego Silang, BCDA, Ususan, Taguig City
52	Sergio Osmeña Sr HS	Maximo P. Placio	441-5662	Del Monte Ave., Cor Araneta Ave., Masambong, Quezon City
53	Sta. Lucia HS	Mrs. Lucia D. Herrera	417-3811	J.P. Rizal St. Sta. Lucia Novaliches Quezon City
54	Taguig SHS	Mr. Nelson Quintong	838-1259	C.P. Tinga Complex, Hagonoy taguig City
55	Valenzuela City School of Mathematics and Science	Mr. Jaime S. De Vera Jr.	291-5591	A. Pablo St., Malinta, Valenzuela City
56	Benguet NHS	Wilbert H. Cuidno	422-51-64	Wangal, La Trinidad, Benguet
57	Irisan NHS	Ma. Lourdes B. Dumpayan	442-29-56	Purok 3, Irisan, Baguio City

New Principal from Dec. 2017
manuelroxas_manila@yahoo.com

New Principal from SY2017-2018

New Principal from August 31, 2018
前校長 Ms. Lilybeth Sagmaquen

sanantonio_nationalhs@yahoo.com

New OIC since Feb 1, 2018

今年度日本語教育未実施