



Republic of the Philippines
Department of Agriculture
SUGAR REGULATORY ADMINISTRATION
Sugar Center Bldg., North Ave., Diliman, Quezon City
Philippines 1101
TIN 000-784-336

MEMO-AFD-2016-Dec-137

December 27, 2016

MEMORANDUM CIRCULAR NO. 8-A
Series of 2016

SUBJECT: Revised Guidelines for the RA 10659, or the Sugarcane Industry Development Act Undergraduate and Post-Graduate Scholarship Program in partnership with the Commission on Higher Education (CHED)

Pursuant to the provisions of Section 6.b of the Republic Act No. 10659, or the Sugarcane Industry Development Act (SIDA) of 2015, and applicable General Appropriations Act, and SRA Board Resolution No. 344, series of 2016, the following are the **revised** guidelines that shall govern the implementation of the Undergraduate and Post-Graduate Scholarship Program, to wit:

1.0 OBJECTIVES

- 1.1 To enable the underprivileged but deserving graduate and postgraduate students taking up courses in relevant fields of discipline in State Universities and Colleges (SUCs) to avail of undergraduate and postgraduate scholarship grants;
- 1.2 To encourage interest in fields of discipline which are necessary for the development, sustainability and competitiveness of the Philippine sugarcane industry such as but not limited to agriculture; agricultural engineering, mechanics and extension; chemical engineering and sugar technology; agricultural extension; chemistry; agricultural business, economics, accounting and statistics; biology, microbiology and biotechnology;
- 1.3 To provide the sugarcane industry with highly qualified technical and extension personnel through undergraduate and postgraduate scholarships;
- 1.4 To generate responsive, adaptable and innovative technologies, and scientific knowledge/information; and
- 1.5 To sustain a strong agricultural and industrial research and development program that will support the stability and competitiveness of the Philippine sugarcane industry.

2.0 DEFINITION OF TERMS

2.1 Sugarcane Industry Workers – are small sugarcane farmers, and/or workers employed in the sugarcane farms, sugar mills, sugar refineries, bagasse-based power plants and bioethanol fuel distilleries using sugarcane, sugar from sugarcane, sugarcane juice or syrup, bagasse and sugarcane molasses as feedstocks, and other workers in the Philippine sugarcane industries.

2.2 Dependent – includes a) the legitimate, legitimated, illegitimate and/or legally adopted children of Sugarcane Industry Workers; b) relative of the Sugarcane Industry Workers up to third (3rd) degree of consanguinity or affinity who are living with them at least five (5) years prior to the filing of the subject application.

3.0 SCOPE OF THE PROGRAM

3.1 The Program covers the following priority/major and other relevant programs and fields of discipline:

PRIORITY/RELEVANT PROGRAMS	MAJOR FIELDS OF DISCIPLINE
BS/MS/PhD in Agriculture	Plant Breeding/Genetics Crop/Soil Science Agronomy Plant/Crop Physiology Plant Pathology Agricultural Bio-technology Entomology Agricultural Extension
BS/MS/PhD in Chemistry	Chemistry Soil Chemistry Agricultural Chemistry
BS/MS/PhD in Engineering	Chemical Engineering/Sugar Technology Mechanical Engineering Electrical Engineering Civil Engineering Agricultural Engineering
OTHER RELEVANT PROGRAMS:	BS Statistics BS Agricultural Economics BS Agricultural Business BS Financial Accounting/Management BS Biology/Microbiology and Biotechnology

Full Scholarship shall be granted to all qualified beneficiaries as provided for in the next paragraph.

3.2 Beneficiaries

The Program is open to all qualified dependents of Philippine Sugarcane Industry Workers as defined in Sections 2.0 and 5.0 of this Memo Circular.

3.3 Schools/State Universities and Colleges

Scholar/s shall enroll only in the State Universities and Colleges (SUCs) as identified and recognized by the Commission on Higher Education (CHED) and Sugar Regulatory Administration (SRA).

4.0 ANNUAL ALLOCATION OF SCHOLARSHIP SLOTS

The annual scholarship allocation per mill district shall be determined by the Human Resource Development Program Committee (HRDPC) to be approved by the SRA Sugar Board upon the recommendation of the Technical Working Group (TWG).

5.0 QUALIFICATION REQUIREMENTS

5.1 Undergraduate Program

- 5.1.1 A Filipino Citizen;
- 5.1.2 High school graduate, or had earned college/university academic units related to the abovementioned required degrees or courses of the Program;
- 5.1.3 Passed the entrance academic requirements of the recognized SUCs;
- 5.1.4 Qualified dependent of a Philippine Sugarcane Industry Worker as certified by SRA: with
 - 5.1.4.a A combined annual gross family income of not more than P11P 500,000.00, with priority being given to the following:
 - i) Those living below the poverty line as defined by the Philippine Statistics Authority (PSA); or
 - ii) Sugarcane farm and mill workers.

5.2 Graduate Program

- 5.2.1 A Filipino Citizen;
- 5.2.2 Graduated from a relevant and related undergraduate course/degree;
- 5.2.3 Passed the entrance academic requirements of the recognized SUCs for the graduate programs;
- 5.2.4 Qualified dependent of a Philippine Sugarcane Industry Worker as certified by SRA: with
 - 5.2.4.a A combined annual gross family income of not more than P11P 500,000.00, with priority being given to the following:
 - i) Those living below the poverty line as defined by the Philippine Statistics Authority (PSA); or
 - ii) Sugarcane farm and mill workers.

6.0 UNDERGRADUATE AND GRADUATE PROGRAMS: APPLICATION PROCEDURE AND DOCUMENTARY REQUIREMENTS

- 6.1 The applicant-beneficiary shall secure the scholarship application form from the SRA Mill District Officer (MDO) (Annex-A) assigned at the concerned mill district.
- 6.2 The applicant-beneficiary shall submit the completely filled-out application form to MDO together with all the following documents:
 - 6.2.1 Admission papers or any other document showing proof of admission to the recognized SUC;
 - 6.2.2 Verified / certified photocopy of the Authenticated Certificate of Live Birth from the Philippine Statistics Authority (PSA), formerly NSO; or Certificate of Live Birth issued and certified by the Local Civil Registrar;
 - 6.2.3 Latest income tax returns of the applicant's parents or guardians and/or if exempted from filing, a certification from the BIR – Revenue District Office (RDO), or a Certificate of Indigency issued and certified by the Barangay Chairman/Captain where an applicant resides.
 - 6.2.4 Employment certificate or an endorsement from the Chairperson / Head of the following sugarcane industry entities, that *she / he is a bona fide child / dependent of a sugarcane industry worker*:
 - 6.2.4.1 Mill District Development Councils (MDDCs);
 - 6.2.4.2 Block farm organizations;
 - 6.2.4.3 Sugarcane planters' confederations and associations;
 - 6.2.4.4 Workers unions or federations;
 - 6.2.4.5 Sugar millers and sugar refiners associations; and
 - 6.2.4.6 Bioethanol fuel producers associations.
- 6.3 The MDO shall verify the applicant's documents and endorse the same to the HRDPC TWG for further evaluation, review and screening.
- 6.4 The HRDPC TWG shall recommend the qualified beneficiaries to the HRDPC.
- 6.5 HRDPC shall endorse the list of qualified applicants to the SRA Board for approval.
- 6.6 Upon board approval, the HRDPC TWG shall transmit the list of Board-approved scholars to the CHED.
- 6.7 CHED shall coordinate with the approved scholars and SUCs.

7.0 DUTIES AND RESPONSIBILITIES

- 7.1 SRA-SIDA Human Resource Development Program (HRDP) Committee
 - 7.1.1 Review and approve proposed guidelines, policies and procedures of the Program; and
 - 7.1.2 Approve qualified applicants based on the recommendation of the TWG.
- 7.2 Technical Working Group (TWG)
 - 7.2.1 Draft guidelines, policies and procedures of the Program;
 - 7.2.2 Determine the allocation of scholars per Mill District;
 - 7.2.3 Disseminate information to all stakeholders regarding the SIDA scholarship guidelines;
 - 7.2.4 Receive scholarship applications and evaluate applicants' submitted documents;

- 7.2.5 Provide CHED with the list of relevant and priority courses/degrees as provided for under Sub-Item 3.1 of this Memo Circular;
- 7.2.6 Provide CHED with the list of approved scholars; and
- 7.2.7 Provide the necessary technical assistance to CHED Office of the Student Development Service (OSDS) and CHED Regional Offices (ROs) which may involve the background checking and investigation of the applicant.
- 7.2.8 Conduct monitoring and evaluation on the implementation of the program.

8.0 EFFECTIVITY

This Memorandum Circular hereby amends the previously issued SRA MC # 8, series of 2016, and shall take effect immediately and remain in full force unless revoked in writing.

By the Authority of the Sugar Board:



ANNA ROSARIO V. PANER
Administrator