



Republic of the Philippines  
**Department of Education**  
REGION VIII - EASTERN VISAYAS

April 28, 2022

**REGIONAL MEMORANDUM**

No. **406** 2022

To: Schools Division Superintendents  
All Others Concerned

**MONITORING AND EVALUATION ON THE IMPLEMENTATION OF THE SPECIAL  
EDUCATION (SPED) PROGRAM IN THE REGION AND CONVERSION OF SPED  
CENTERS INTO INCLUSIVE LEARNING RESOURCE CENTERS (ILRCs)**

1. To realize the objectives of the national monitoring activity set by the Bureau of Learning Delivery – Student Inclusion Division (BLD-SID) stipulated in DM-CI-2022-00072 dated March 4, 2022, this Office, through the Curriculum and Learning Management Division (CLMD) and in partnership with the Division of Ormoc City, shall conduct Monitoring and Evaluation (M&E) on the Implementation of the Special Education (SPED) Program in the Region and Conversion of SPED Centers into Inclusive Learning Resource Centers (ILRCs) on May 16-20, 2022 in the Schools Division of Ormoc City.
2. In view of this, the Schools Division Offices (SDOs) are directed to send their participants to the M&E activity following the herein attached activity matrix which contains the required participants, schedule of group sessions, and modality of meeting.

<b>PARTICIPANTS</b>	<b>NO. OF PAX</b>	<b>ACTIVITIES</b>	<b>DATES</b>	<b>MODE</b>
BLD-SID Monitors	<b>3</b>	ILRC and SPED Program M&E	05/17-19/22	F2F
EFD Monitors	<b>4</b>	ILRC Ocular Inspection	05/17/22	F2F
RO Personnel	<b>4</b>	ILRC and SPED Program M&E	05/17-19/22	F2F
Ormoc City Division Personnel	<b>7</b>	ILRC and SPED Program M&E	05/17-19/22	F2F
Division SPED Supervisors	<b>13</b>	SPED Program M&E, SPED Supervisors Conference	05/18/22	F2F
School Heads from Ormoc City Schools Implementing the SPED Program	<b>19</b>	SPED Program M&E, FGD with School Heads	05/18/22	F2F



School Heads from Elementary or Secondary Schools Outside Ormoc City Implementing the SPED Program	<b>12</b> (1 Elem or JHS SH per SDO)	SPED Program M&E, FGD with School Heads	05/18/22	Virtual
SPED and Receiving Teachers from Ormoc City	<b>15</b>	SPED Program M&E, FGD with SPED and Receiving Teachers	05/19/22	F2F
SPED Teachers from Elementary Schools Outside Ormoc City	<b>12</b> (1 Elem Teacher per SDO)	SPED Program M&E, FGD with SPED and Receiving Teachers	05/19/22	Virtual
GenEd/Receiving Teachers from Secondary Schools Implementing the SPED Program Outside Ormoc City	<b>12</b> (1 HS Teacher per SDO)	SPED Program M&E, FGD with SPED and Receiving Teachers	05/19/22	Virtual
	<b>101</b>			

3. The activity shall be conducted in a blended setup as the Division SPED Supervisors, Regional Office Personnel, and all participants from the Host Division shall be required to attend physically while school heads and teachers outside the Division of Ormoc City shall join virtually. Face-to-face participants, however, should already be vaccinated and should observe the existing health protocols with the help of a health officer/nurse who will be with the group during the duration of the activity.

4. Furthermore, in consideration of these health protocols and the practice of ensuring manageable virtual sessions, a limited number of participants are going to attend the sessions only on the dates specified for their group.

5. The Division SPED Supervisors are expected to be at the venue during the start of the opening ceremony at 8:00 am on May 18, 2022 and should be ready with their updated data on the implementation of the SPED Program in their respective Divisions.

6. Details on the specific venue for the F2F participants and meeting links for the virtual attendees shall be shared later.

7. Expenses that will be incurred in the conduct of the activity, including the reimbursement for travel of the regional/division participants outside the Host Division, shall be charged to the Regional Office SPED Program Support Funds under SARO No. OSEC- 8-21-3568 which will be downloaded to the Division of Ormoc City. In case the allotted budget will not be enough, travel expenses of the participants may also be charged to their respective local funds or school MOOE, subject to the applicable accounting and auditing rules and regulations.

8. The Schools Divisions are tasked to send their confirmation using the specific attached template to [clmd.region8@deped.gov.ph](mailto:clmd.region8@deped.gov.ph) not later than May 6, 2022.
9. Immediate dissemination of and compliance with this Memorandum are desired.

  
**EVELYN R. FETALVERO, CESO IV**  
Regional Director

Enclosures: A - Confirmation Sheet for the Participants Outside the Host Division  
B - Confirmation Sheet for the Participants from the Host Division  
C - BLD-SID Letter Request and List of Monitors  
References: As stated

To be indicated in the Perpetual Index under the following subjects:

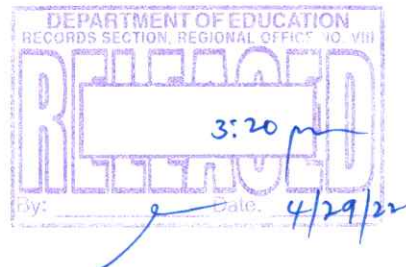
FGD

ILRC

MONITORING AND EVALUATION

SPED

CLMD-DME



Enclosure A to Regional Memorandum **406** s. 2022

**CONFIRMATION SHEET FOR THE PARTICIPANTS OUTSIDE THE HOST DIVISION**

**Monitoring and Evaluation on the Implementation of the Special Education (SPED) Program in the Region and Conversion of SPED Centers into Inclusive Learning Resource Centers (ILRCs)**

May 16-20, 2022, Ormoc City

Schools Division: \_\_\_\_\_

Date: \_\_\_\_\_

NAME OF PARTICIPANTS	POSITION	OFFICE/SCHOOL	DATE OF ATTENDANCE
1.	SPED Supervisor		May 18, 2022 (F2F)
2.	Elem/ Secondary School Head		May 18, 2022 (Virtual Mode)
3.	Elem SPED Teacher		May 19, 2022 (Virtual Mode)
4.	HS Receiving Teacher		May 19, 2022 (Virtual Mode)

Prepared by:

Approved:

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Division SPED Supervisor

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Schools Division Superintendent

Enclosure B to Regional Memorandum **406** s. 2022

CONFIRMATION SHEET FOR THE PARTICIPANTS FROM THE HOST DIVISION

**Monitoring and Evaluation on the Implementation of the Special Education (SPED) Program in the Region and Conversion of SPED Centers into Inclusive Learning Resource Centers (ILRCs)**

May 16-20, 2022, Ormoc City

Schools Division of Ormoc City

Date: \_\_\_\_\_

NAME OF PARTICIPANTS	POSITION/ DESIGNATION	OFFICE/SCHOOL	DATE OF ATTENDANCE
1.	CID Chief		May 18, 2022 (F2F)
2.-20.	School Heads		May 18, 2022 (F2F)
21-35.	SPED/ Receiving Teachers		May 19, 2022 (F2F)
36.	SPED Supervisor		May 17-20, 2022 (F2F)
37.	Planning Officer		May 18, 2022 (F2F)
38.	(ICT Officer)		May 18-19, 2022
39.	(ICT Officer)		
40.	SDO Nurse/ Health Officer		May 17-20, 2022
41.	EMCEE/Host		May 18-19, 2022
42.	Registration and Documentation Officer		May 16-20, 2022

Prepared by:

Approved:

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Division SPED Supervisor

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Schools Division Superintendent



Enclosure C to Regional Memorandum 406 s. 2022



Republic of the Philippines  
Department of Education  
Bureau of Learning Delivery

Office of the Director

March 25, 2022

**EVELYN R. FETALVERO**  
Director IV  
DepEd Region VIII  
Gov't. Center, Candahug, Palo, Leyte



Dear **Dir. Fetalvero**:

This has reference to OUCI Memo DM-CI-2022-0072 dated March 4, 2022 on the conduct of Monitoring and Evaluation (M & E) of the status of the conversion of identified SPED Centers into Inclusive Learning Resource Centers (ILRCs) and the implementation of the SPED program in your region. This activity aims to gather data on the implementation of Inclusive Education in SPED during the pandemic and to track the progress of conversion of the SPED Centers into ILRCs.

The M & E will be conducted on May 16-20, 2022 by the Bureau of Learning Delivery- Student Inclusion Division (BLD-SID) and Educational Facilities Division (EFD). The M & E Team is composed of the following:

- Mita Parocha - BLD-SID
- Allan Mesoga - BLD-SID
- Christine Graza-Magboo - BLD - SID
- Marjorie Tiburcio - EFD
- Rommel Esplana - EFD
- Jet Raymond Alabaso- EFD
- Ive Jay Tambis- EFD

In this regard, this office requests appropriate assistance be accorded to the M & E Team during their stay in your region.

Thank you.

Very truly yours,

**LEILA P. AREOLA**  
Director IV