



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

June 29, 2023

REGIONAL MEMORANDUM  
 No. **693** s. 2023

**DOWNLOADING OF FUNDS FOR THE TRAVEL EXPENSES REIMBURSEMENT OF PARTICIPANTS WHO ATTENDED THE WORKSHOP ON THE DEVELOPMENT OF INCLUSIVE LEARNING DELIVERY GUIDES FOR LEARNERS WITH DISABILITIES**

To: Schools Division Superintendents  
 All Others Concerned

- Attached is DepEd Memorandum DM-CT-2023-089 dated April 25, 2023 announcing the conduct of the Workshop on the Development of Inclusive Learning Delivery Guides for Learners with Disabilities in the K to 12 Program on May 8-12, 2023 at the National Capital Region (NCR) which required participants from the 13 schools divisions to participate.
- As the project fund was still unavailable for immediate release, the participants were requested to shoulder first the travel expenses.
- In view of the foregoing, this Office, through the Finance Division, shall download a total amount of **Four Hundred Forty-Three Thousand Pesos (Php 405,000.00)** to the Schools Division Offices (SDOs) based on the actual number of participants that they sent which are indicated as follows:

SDO	No. of Participants	AMOUNT
Baybay City	2	40,000.00
Biliran	1	20,000.00
Borongan City	1	21,000.00
Calbayog City	2	44,000.00
Catbalogan City	2	44,000.00
Eastern Samar	2	42,000.00
Leyte	2	40,000.00
Maasin City	2	44,000.00
Northern Samar	1	21,000.00
Ormoc City	2	40,000.00
Samar	1	22,000.00
Southern Leyte	1	21,000.00
Tacloban City	2	44,000.00
	21	443,000.00



4. The said amount shall be taken from the Project Fund per SARO No. OSEC-8-23-1620 which was allotted to cover travelling expenses of participants in activities organized or sanctioned by the Bureau of Learning Delivery - Student Inclusion Division.
5. Should the downloaded fund become insufficient, the remainder of the amount to be reimbursed may be charged to the local funds/school MOOE of the participants.
6. Immediate dissemination of and compliance with this Memorandum are desired.

  
EVELYN R. FETALVERO, CESO IV  
Regional Director 

Enclosures: As stated  
References: As stated

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

DOWNLOADING OF FUNDS      TRAVEL EXPENSES      SPED

CLMD-DME





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

May 3, 2023

**REGIONAL MEMORANDUM**

No. **398**, s. 2023

**PARTICIPANTS TO THE WORKSHOP ON THE DEVELOPMENT OF INCLUSIVE  
 LEARNING DELIVERY GUIDES (ILDGs) FOR LEARNERS WITH  
 DISABILITIES (LWDs) IN THE K TO 12 PROGRAM**

To: Schools Division Superintendents  
 All Others Concerned

1. Attached is DepEd Memorandum DM-CT-2023-089 from the Office of the Undersecretary for Curriculum and Teaching dated April 25, 2023 announcing the conduct of the Workshop on the Development of Inclusive Learning Delivery Guides for LWD in the K to 12 Program on May 8-12 at the Grand Opera Hotel, Doroteo Jose, Manila.

2. In response to its directive to identify qualified supervisors, school heads, or teachers who shall join the crafting of the said ILDGs, this Office, through the Curriculum and Learning Management Division (CLMD), has selected the following personnel as the official participants to the activity:

<b>PARTICIPANT</b>	<b>POSITION</b>	<b>OFFICE/SCHOOL</b>	<b>SDO</b>	<b>LEARNING AREA</b>
Jose Adrin F. Avellana	Division SPED Supervisor	SDO of Baybay City	Baybay City	English
Nelsie O. Lopez	SPED Teacher III	Baybay I CS	Baybay City	AP
Herman D. Donato	Principal II	Naval Central School SPED Center	Biliran	English
Naomi C. Agda	SPED Teacher I	SDO of Borongan City	Borongan City	English
Athena Abigail B. Bedio	SPED Teacher I	Calbayog City SPED Center	Calbayog City	Science
Irene M. Jalayajay	SPED Teacher III	Calbayog City SPED Center	Calbayog City	MAPEH
Aileen Theresa M. Tatierra	SPED Teacher III	Catbalogan I SPED Center	Catbalogan City	Science
Maricel C. Machate	Teacher III	Guinsorongan Elementary School	Catbalogan City	MAPEH
Zyrelle A. Abuda	SPED Teacher I	Lupok Central ES	Eastern Samar	Science
Josephine J. Jongco	Principal II	Nadacpan ES	Eastern Samar	MAPEH
Kya Demecillo	SPED Teacher I	Palo I Central School	Leyte	Mathematics



DEPARTMENT OF EDUCATION REGION VIII - EASTERN VISAYAS

Famela L. Fegi	SPED Teacher I	Isabel Central School	Leyte	EPP/TLE
Eden O. Maamo	SPED Teacher IV	Maasin City SPED Center	Maasin City	Mathematics
Xavier Sindo	SPED Teacher I	Maasin City SPED Center	Maasin City	EPP/TLE
Mildred R. Horca	SPED Teacher II	Catarman SPED Center	Northern Samar	Mathematics
Mabel M. Tomada	SPED Teacher I	L Y Palou ES	Ormoc City	Filipino
Elaisa Mae Tan	SPED Teacher I	Ormoc City SPED Integrated School	Ormoc City	Araling Panlipunan
Lailany M. Canes	SPED Teacher I	Calbiga ES	Samar	Filipino
Cristine M. Jayma	Master Teacher I	Malitbog Central School	Southern Leyte	Filipino
Kharla Zoila R. Tamayo	Teacher II	St. Niño SPED Center	Tacloban City	Araling Panlipunan
Lily Juliana T. Dumas	Principal III	RTR Elementary School	Tacloban City	EPP/TLE

3. The Schools Division Superintendents shall ensure the participation of their identified personnel and shall facilitate the preparation of the needed travel authority prior to their attendance to the activities.

4. Travel expenses of the participants shall be **charged against the project funds downloaded to the Region**. In case the fund is insufficient, the same expenses may be charged to the remainder of the 2022 SPED-Program Support Funds thru SARO No. OSEC-8-22-2754 or to the local funds (2023 SPED PSF/MOOE) of the respective participants, subject to the existing accounting rules and regulations.

5. The participants are also required to submit a report about their involvement in the said workshops not later than two weeks after their return.

6. Immediate dissemination of and compliance with this Memorandum are desired.

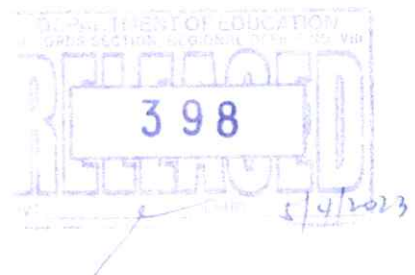
  
**EVELYN R. FETALVERO, CESO IV**  
Regional Director 

Enclosures: As stated  
References: As stated

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

ILDG                      LWDs                      SPED                      WORKSHOP

CLMD-DME



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Republic of the Philippines  
**Department of Education**  
OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

DEPARTMENT OF EDUCATION  
**RECEIVED**  
12<sup>th</sup> SECTION, REGIONAL OFFICE NO. V  
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RY: [Signature]  
TIME: 1:40 PM

**MEMORANDUM**  
DM-CT-2023-089

OFFICE OF THE DIRECTOR IV  
Date and Time Received: 07 MAY 2023 2:35  
Date and Time Released: 02 MAY 2023  
Signature: [Signature]

**TO :** CONCERNED REGIONAL DIRECTORS

**FROM :** GINA O. GONONG  
Undersecretary for Curriculum and Teaching

**SUBJECT :** WORKSHOP ON THE DEVELOPMENT OF INCLUSIVE LEARNING DELIVERY GUIDES FOR LEARNERS WITH DISABILITY IN THE K TO 12 PROGRAM

**DATE :** April 25, 2023

The Department of Education (DepEd), through the Bureau of Learning Delivery-Student Inclusion Division (BLD-SID) will be conducting the Workshop on the Development of Inclusive Learning Delivery Guides for Learners with Disability in the K to 12 Program on **May 8-12, 2023** within the **National Capital Region (NCR)**. An Advisory on the actual venue of the workshop shall be released later.

The workshop aims to develop learning delivery guides that shall be used in the teaching and learning process for learners with difficulty/disability in an inclusive classroom. The conduct of the aforementioned activity shall contribute to the MATATAG Agenda on [a] (TA)ke good care of learners by promoting learner well-being, inclusive education, and a positive learning environment; and [b] (G)ive support to teachers to teach better.

The participants of the activity are subject teachers in Special Education (SPED), Education Program Supervisors, School Heads, and Public Schools District Supervisors who have had experience in teaching learners with disability/difficulty, and in handling subjects in the elementary level. The board and lodging of the participants shall be charged against the SPED Funds; while travel expenses and other allowable expenses of regional participants are chargeable to project fund downloaded to their respective regions. For reference, enclosed is the allocation of participants per region.

Participants are requested to register online through <https://bit.ly/ILDGWorkshop>. Additionally, participants are expected to bring them their laptops to be used during the workshop.

For inquiries or clarifications, please contact **Mr. Vic Emerson Danao**, Supervising Education Program Specialist, BLD-SID through email at [bid.sid@deped.gov.ph](mailto:bid.sid@deped.gov.ph) and copy furnish [vic.danao@deped.gov.ph](mailto:vic.danao@deped.gov.ph).

Immediate dissemination and compliance to this Memorandum is desired.

Copy furnished. **ATTY. REVSEE A. ESCOBEDO**, Undersecretary for Operations

1/F Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City, Philippines  
Direct Line: (632) 8633-7202  
E-mail: [ouct@deped.gov.ph](mailto:ouct@deped.gov.ph)

OKD  
5/2/23



Republic of the Philippines  
**Department of Education**  
 OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

ANNEX A

Number of Participants

Region	English	Science	Math	Filipino	AP	MAPEH	APP-TLE	Others	Total
I	3	3	3	3	3	3	3		21
II	3	3	3	3	3	3	3		21
III	3	3	3	3	3	3	3		21
IVA	2	2	2	2	2	2	2		14
IVB	2	2	2	2	2	2	2		14
V	3	3	3	3	3	3	3		21
CAR	2	2	2	2	2	2	2		14
NCR	3	3	3	3	3	3	3		21
VI	3	3	3	3	3	3	3		21
VII	3	3	3	3	3	3	3		21
VIII	3	3	3	3	3	3	3		21
IX	3	3	3	3	3	3	3		21
X	3	3	3	3	3	3	3		21
XI	3	3	3	3	3	3	3		21
XII	3	3	3	3	3	3	3		21
CARAGA	3	3	3	3	3	3	3		21
BLD - SID								10	10
BLD- TLD								7	7
BCD								2	2
BLR								1	1
Resource Person								1	1
<b>TOTAL</b>									<b>336</b>

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