



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

August 28, 2024

**REGIONAL MEMORANDUM**  
 No. 1000 s. 2024

**SUBMISSION OF DATA ON ATTENDANCE TO CAPACITY BUILDING  
 ACTIVITIES ON SPECIAL NEEDS EDUCATION**

To: Schools Division Superintendents  
 Division SNED Supervisors  
 All Others Concerned

- Attached is a DepEd Memorandum from the Office of the Undersecretary for Curriculum and Teaching dated August 8, 2024 requesting the Regions to submit data on attendance to capacity building activities on special needs education (SNED).
- Since data from the divisions must first be complied with to complete the regional report, the concerned offices are advised to utilize and accomplish a modified data sheet found in Enclosure 1 which shall be submitted to the Regional Office thru the SPED Supervisor's Group Chat not later than September 4, 2024.
- A short meeting with the Division SPED Supervisors via Google Meet shall also be held at 1:00 pm on September 2, 2024 to ensure a unified understanding and accurate accomplishment of the needed data.
- Meeting link shall be sent to the participants a day before the activity.
- Immediate dissemination of and compliance with this Memorandum are desired.

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

Enclosures: Data on the Number of Capacity Building Activities Attended or Completed by SNED Field Implementers in the Past Five Years  
 References: As stated

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

CAPACITY BUILDING      DATA      SPED/SNED



CLMD-DME



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Enclosure 1 to Regional Memorandum No. 1000 s. 2024

**DATA ON THE NUMBER OF CAPACITY BUILDING ACTIVITIES ATTENDED OR COMPLETED BY SNED FIELD IMPLEMENTERS  
IN THE PAST FIVE YEARS (2020-2024)**

TOTAL NUMBER OF TEACHERS AND PERSONNEL IN THE DIVISION FOR THE CURRENT SCHOOL YEAR (2024-2025)	SCHOOLS DIVISION:							Number of SNED and GenEd/Receiving Teachers Who Aailed of Special Education Insitution-Based Trainings Sponsored by DepEd
	Number of SNED and GenEd/Receiving Teachers Oriented or Trained on the following SNED Topics (2020-2024)							
Total Number of Teachers (SNED and GenEd/Receiving Teachers) in the Division for the Current School Year	MFAT	Special Education Content & Pedagogy	FSL	IE Act RA 11650	Braille	ILRC	Other Related Trainings	
Total Number of School Heads in the Division for the Current School Year	Number of School Heads Oriented or Trained on the following SNED Topics (2020-2024)							Number of School Heads Who Aailed of Special Education Insitution-Based Trainings Sponsored by DepEd
	MFAT	Special Education Content & Pedagogy	FSL	IE Act RA 11650	Braille	ILRC	Other Related Trainings	
Total Number of Supervisors (Chief, PSDS, and EPS) in the Division for the Current School Year	Number of Supervisors Oriented or Trained on the following SNED Topics (2020-2024)							Number of Supervisors Who Aailed of Special Education Insitution-Based Trainings Sponsored by DepEd
	MFAT	Special Education Content & Pedagogy	FSL	IE Act RA 11650	Braille	ILRC	Other Related Trainings	

Prepared by:

Noted:

Division SNED Supervisor

Schools Division Superintendent





Republic of the Philippines  
**Department of Education**

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

**MEMORANDUM**  
**OM-CT-2024-**

**TO :** REGIONAL DIRECTORS  
MINISTER OF BASIC, HIGHER AND TECHNICAL  
EDUCATION, BARMM

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

**SUBJECT :** REQUEST FOR DATA ON ATTENDANCE TO CAPACITY  
BUILDING ACTIVITIES ON SPECIAL NEEDS EDUCATION

**DATE :** 08 August 2024

This Office requests the submission of data on attendance to capacity building activities of field implementers in Special Needs Education (SNED). The information on the number of trained or oriented field implementers will be used to assess readiness for implementing the Special Needs Education Program, guide resource allocation, and inform policy development. Additionally, the data will support funding requests and aid in strategic planning by forecasting future training needs and aligning efforts with educational demands.

Provided as Attachment A is the template to guide the collection of data. Please ensure that the completed data is submitted by August 30, 2024 through the link <https://bit.ly/SNEDTrainingData>.

For any inquiries, please contact Mr. Vic Emerson C. Danao, Supervising Education Program Specialist, Bureau of Learning Delivery - Student Inclusion Division (BLD-SID), 4th Floor, Bonifacio Building, Department of Education Central Office, DepEd Complex, Meralco Avenue, Pasig City through email at [bld.sid@deped.gov.ph](mailto:bld.sid@deped.gov.ph) or at telephone number (02) 8637-4347.

For compliance.

cc: **REVSEE A. ESCOBEDO**  
Undersecretary for Operations