



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

November 7, 2024

**REGIONAL MEMORANDUM**

No. 1419 s. 2024

**PARTICIPANTS IN THE ORIENTATION OF CORE TRAINERS OF ILRC  
MULTIDISCIPLINARY TEAM ON THE INDIVIDUALIZED  
EDUCATION PLAN (IEP) DEVELOPMENT  
FOR LEARNERS WITH DISABILITIES**

To: Schools Division Superintendents  
All Others Concerned

1. Attached is DM-CT-2024-405 dated October 14, 2024 requesting the Regions to send participants who will attend the **Orientation of Core Trainers of Inclusive Learning Resource Center (ILRC) Multidisciplinary Team on the Individualized Education Plan (IEP) Development for Learners with Disabilities (LWDs)** on November 13-15, 2024 at Great Eastern Hotel (Aberdeen Court), Quezon Avenue, Quezon City.

2. In view of this directive, the Regional Office has identified the following participants who shall attend the activity.

<b>PARTICIPANTS</b>	<b>DESIGNATION</b>	<b>DIVISION/OFFICE</b>
Jose Aldrin F. Avellana	Division SNED Supervisor	Baybay City
Caroline Y. Lumagsao	School Head	Biliran
Angela N. Villasin	Head Teacher	Borongan City Division
Dioleriano Y. Cacait Jr.	School Head	Calbayog City Division
Carmen R. Lim	Division SNED Supervisor	Catbalogan City
Evelyn C. Adao	Division SNED Supervisor	Eastern Samar
Celeste Casinillo	School SPED Coordinator	Leyte
Hilario B. Genovia	School Head	Maasin City
Ginalyn H. De Guia	School Head	Northern Samar
Maria Pia B. Chu	Division SNED Supervisor	Ormoc City
Nancy M. Abarracoso	Division SNED Supervisor	Samar
Charity M. Nogra	Division SNED Supervisor	Southern Leyte
Sonia Epiphany F. Palanas	School SNED Coordinator	Tacloban City
Dean M. Endriano	Regional SNED Supervisor	DepEd Regional Office VIII

3. Board and lodging and travel expenses of the participants shall be charged against the 2024 SNED Program Support Funds. In case the downloaded funds are not sufficient to cover all expenses for reimbursements, other sources of funds including the local funds of the respective participants may be used, subject to the applicable accounting and auditing rules and regulations.

4. Other details about the activity are stipulated in the attached DepEd memorandum and advisory.
5. Immediate dissemination of and compliance with this Memorandum are desired.

  
**EVELYN R. FETALVERO, CESO III**  
Regional Director *RF*

Enclosures: As stated  
References: As stated

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

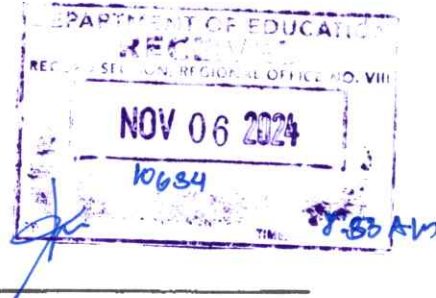
INDIVIDUALIZED EDUCATION PLAN  
INCLUSIVE LEARNING RESOURCE CENTER  
LEARNERS WITH DISABILITIES  
SPECIAL NEEDS EDUCATION

CLMD-DME



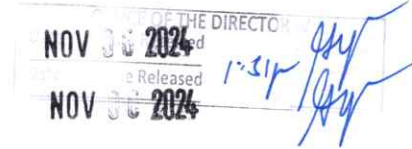


Republic of the Philippines  
**Department of Education**  
 BUREAU OF LEARNING DELIVERY



**ADVISORY**

November 4, 2023



This has reference to Memorandum DM-CT-2024-405 regarding the conduct of the **Orientation of Core Trainers of ILRC Multidisciplinary Team on Individualized Education Plan (IEP) Development for Learners with Disabilities** by the Bureau of Learning Delivery-Student Inclusion Division (BLD-SID), Department of Education (DepEd) Central Office.

Please be informed that the aforementioned activity shall be held on **November 13 to 15, 2024** at the **Great Eastern Hotel (Aberdeen Court)**, located at 1403, R-7, Quezon Ave, Quezon City, 1104, National Capital Region. For information and guidance, the first meal to be served is **BREAKFAST** on **NOVEMBER 13, 2024**, and the last meal shall be **LUNCH** on **NOVEMBER 15, 2024**. The Program of Activities is attached for ready reference of all concerned.

Traveling and incidental expenses of the participants shall be chargeable to FY 2024 SNED Funds downloaded by DepEd Central Office to the Regional Offices (ROs). Should there be deficiencies with the downloaded fund, it may be charged through the program support fund, local funds, and other sources of funds, subject to the usual government accounting and auditing rules and regulations.

For inquiries or clarifications, please contact the BLD-SID, DepEd Central Office, attention: Mr. Vic Emerson C. Danao or Mr. Angelito R. Cortez Jr., Supervising Education Program Specialists at telephone number (02) 8637-4347 or through the following email addresses: [bld.sid@deped.gov.ph](mailto:bld.sid@deped.gov.ph), [vic.danao@deped.gov.ph](mailto:vic.danao@deped.gov.ph), and [angelito.cortez@deped.gov.ph](mailto:angelito.cortez@deped.gov.ph)

Immediate dissemination of this advisory is desired.

  
**LEILA P. AREOLA**  
 Director IV

NOV 16 2024



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Republic of the Philippines  
**Department of Education**  
 BUREAU OF LEARNING DELIVERY

**Orientation of Core Trainers of ILRC Multi-Disciplinary Team on Individualized Education Plan (IEP) Development for Learners with Disabilities**

Schedule of Activities / Matrix of Activities

Time	November 13, 2024	November 14, 2024	November 15, 2024
6:00-7:00	<b>BREAKFAST (First Meal)</b>	BREAKFAST	BREAKFAST
7:00-8:00	Registration		
8:00-8:30	Opening/Preliminaries	Plenary Speaker	Plenary Speaker Status of SNED Program
8:30-9:00	Plenary Speaker	IEP: Priority Setting for Learners with Disabilities	Plenary Presentation of Outputs of Select Participants
9:00-10:00	Evaluation: Theory, Practice and Application in Clinical Settings"		
10:00-11:00			
11:00-12:00			
12:00-1:00			LUNCH
1:00-1:15	UNFREEZING	UNFREEZING	CHECK-OUT
1:15-2:00	Plenary Speaker Prevention, Early Identification, and Intervention of Delays, Disorder, and Disabilities in Early Childhood	Plenary Speaker Presenting the Developments in ILRC to Partner LGUs & Govt Agencies	
2:00-3:00	PM SNACK	IEP Policy	
3:00-3:15			
3:15-4:00	Individual Work Activity	Reflection on the IEP	
4:00-5:00		Action Plan	
5:00-6:00		DINNER	
6:00-8:00	DINNER	DINNER	



Republic of the Philippines

## Department of Education

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

**MEMORANDUM**

DM-CT-2024- 405

**TO :** REGIONAL DIRECTORS

**MINISTER, MINISTRY OF BASIC, HIGHER, AND TECHNICAL  
EDUCATION, BARRM**

**FROM :**  **GINA O. GONONG**

Undersecretary for Curriculum and Teaching

**SUBJECT :** CONDUCT OF THE ORIENTATION OF CORE TRAINERS OF  
ILRC MULTI-DISCIPLINARY TEAM ON INDIVIDUALIZED  
EDUCATION PLAN (IEP) DEVELOPMENT FOR LEARNERS WITH  
DISABILITIES

**DATE :** October 14, 2024

As part of the Department of Education (DepEd) commitment to promote inclusive education, particularly for learners with special needs, the Department, through the Bureau of Learning Delivery-Student Inclusion Division (BLD-SID) shall conduct the **Orientation of Core Trainers of ILRC Multi-Disciplinary Team on Individualized Education Plan (IEP) Development for Learners with Disabilities** from November 13-15, 2024 at a venue within the National Capital Region, to be announced on a separate advisory.

The following are the objectives of the activity:

1. discuss the salient points of Individualized Education Plan (IEP) for Learners with Disabilities;
2. familiarize with the implementation and utilization of the IEP; and
3. prepare an implementation plan for the utilization of the IEP.

Board and lodging, and travel expenses of the participants shall be charged to **2024 Special Needs Education (SNED) Funds**. In case the downloaded funds are insufficient, additional funds shall be sourced through the available local funds, subject to usual auditing and accounting rules and regulations. On the other hand, the traveling expenses of BARMM participants are charged against the local funds.

The first meal of the participants is breakfast on November 13, 2024, and the last meal to be served shall be lunch on November 15, 2024. Check-out time is at 12:00 noon on the same date.

For further details or clarifications, please contact **Mr. Vic Emerson C. Danao**, Supervising Education Program Specialist or **Mr. Angelito R. Cortez Jr.**,



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**Department of Education**  
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Supervising Education Program Specialist, BLD-SID through landline: (02) 86374347 or via the following email addresses: [vic.danao@deped.gov.ph](mailto:vic.danao@deped.gov.ph) / [angelito.cortez@deped.gov.ph](mailto:angelito.cortez@deped.gov.ph).

Immediate dissemination of this memorandum is requested.

*Copy furnished:*

**ATTY. REVSEE A. ESCOBEDO**  
Undersecretary for Operations

**Participants:**

- Regional and Division Special Needs Education Focal Person
- Select heads of Inclusive Learning Resource Center (ILRC) in the regions/divisions
- DepEd Central Office Personnel
- Select Resource Persons and Facilitator

Region	Allocated Participants	Number of
I		15
II		14
III		15
IV CALABARZON		14
IV MIMAROPA		14
V		14
VI		14
VII		14
VIII		14
IX		14
X		14
XI		14
XII		14
CARAGA		14
BARMM		12
CAR		14
NCR		15
CO		15