



Republic of the Philippines  
**Department of Education**  
NATIONAL CAPITAL REGION

**REGIONAL MEMORANDUM**  
**ORD-2024-1166**

**TO :** **SCHOOLS DIVISION SUPERINTENDENTS**  
Attention: *SNED Division Coordinators*

**FROM :** **JOCELYN DR ANDAYA**   
Director IV

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

**DATE :** **NOVEMBER 4, 2024**

1. This has reference to the attached Memorandum No. DM-CT-2024-405 dated October 14, 2024, from Gina O. Gonong, Undersecretary for Curriculum and Teaching relative to the above-captioned subject on November 13-15, 2024 in a venue within NCR, for information and appropriate action.
2. Enclosed is the list of participants.
3. Immediate dissemination of this Memorandum is desired.

CLMD/RDM



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Republic of the Philippines  
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**NCR Official List of Participants**

**Conduct of the Orientation of Core Trainers of ILRC Multi-Disciplinary Team on Individualized Education Plan (IEP) Development for Learners with Disability on November 13-15, 2024**

RO/SDO	Participants Regional/Division Sped Program Focal Person
ROP	Roland D. Montes
Caloocan City	Jocelyn L. Pancito
Las Pinas City	Sheila F. Soriano
Mandaluyong City	Olivia L. Pagurayan
Manila	Amcy M. Esteban
Makati City	Osarlo M. Cantos
Marikina City	Zenaida S. Munar
Muntinlupa City	Liliosa B. Palce
Malabon City	Zenaida M. Roberto
Pasay City	Rosalie R. Condes
Paranaque City	Arlyn M. Brigola
Pasig City	Susan L. Cobarrubias
San Juan City	Leovigilda G. Gempisao
Navotas City	Eloisa S. Sanchez
Taguig City and Pateros	Virginia L. Eboña
Quezon City	Marietta S. Caballero
Valenzuela City	Ma. Teresita U. Pangan



Republic of the Philippines

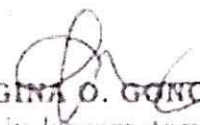
## Department of Education

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

MEMORANDUM  
DM-CT-2024-

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 PM Snack on November 12, 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

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

### National Technical Working Group:

1. Leila F. Areola, Director IV, BLD
2. Marilyn B. Sino, Director III, BLD
3. Rosalie E. Bongon, Chief EPS, BLD-SID
4. Vic Emerson Danao, Supervising EPS, BLD-SID
5. Angelito Cortez Jr., Supervising EPS, BLD-SID
6. Ria Cereno, Supervising EPS, BLD-SID
7. Erlinda Leva, Supervising EPS, BLD-SID
8. Rosemarie Abecia, Senior EPS, BLD-SID
9. Ronald John Inguito, Senior EPS, BLD-SID
10. Marcelino Bataller, Administrative Assistant II
11. Benjamin Laza, Technical Assistant I

### 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 Number of Participants
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



Republic of the Philippines

**Department of Education**

**OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING**

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

Immediate dissemination of this memorandum is requested.

*Copy furnished:*

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