



Republic of the Philippines  
**Department of Education**  
Region VI – Western Visayas  
**SCHOOLS DIVISION OF CAPIZ**  
Banica, Roxas City

16 OCT 2026

**DIVISION MEMORANDUM**

No. 505, s. 2026

**ADDENDUM TO DIVISION MEMORANDUM NO. 465, S. 2026 TITLED  
DIVISION TRAINING FOR RECEIVING TEACHERS IN ELEMENTARY ON  
SPECIAL NEEDS EDUCATION CONTENT AND PEDAGOGY, INDIVIDUALIZED  
EDUCATIONAL PLAN (IEP) DEVELOPMENT AND FILIPINO SIGN LANGUAGE  
(FSL) AS IMPLEMENTERS FOR INCLUSIVE EDUCATION**

To: OIC, Assistant Schools Division Superintendent  
OIC, Office of the Chief Education Supervisors  
Education Program Supervisors  
Public Schools District Supervisors  
Heads of Public Elementary, Secondary and Integrated Schools  
All Others Concerned

1. In reference to **Division Memorandum No. 465, s. 2026** titled **Division Training for Receiving Teachers in Elementary on Special Needs Education Content and Pedagogy, Individualized Educational Plan (IEP) Development and Filipino Sign Language (FSL) as Implementers for Inclusive Education**, please be informed that the venue will be at **Circulo Convention Center Inc.** Pueblo de Panay, Lawa-an, Roxas City.
2. Other provisions of the aforementioned Memorandum remain in effect.
3. Immediate dissemination of this Memorandum is desired.

**ROEL F. BERMEJO**  
Schools Division Superintendent

Enclosure: As Stated  
Reference: As Stated  
To be indicated in the Perpetual Index  
Under the following subjects

SPECIAL NEED EDUCATION

TRAINING

TEACHERS



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Republic of the Philippines  
**Department of Education**  
Region VI – Western Visayas  
SCHOOLS DIVISION OF CAPIZ

28 SEP 2026

**DIVISION MEMORANDUM**

No. 465, s. 2026

**DIVISION TRAINING FOR RECEIVING TEACHERS IN ELEMENTARY  
ON SPECIAL NEEDS EDUCATION CONTENT AND PEDAGOGY,  
INDIVIDUALIZED EDUCATIONAL PLAN (IEP) DEVELOPMENT  
AND FILIPINO SIGN LANGUAGE (FSL) AS IMPLEMENTERS  
FOR INCLUSIVE EDUCATION**

To: OIC, Office of the Assistant Schools Division Superintendent  
OIC, Office of the Chief Education Supervisors  
OIC, Office of the School Governance Division  
Education Program Supervisors  
Public Schools District Supervisors  
Heads of Public Elementary, Secondary and Integrated Schools  
All Others Concerned

1. In reference with the **Regional Memorandum No. 525 s. 2026**, titled **Regional Training for Receiving Teachers on SNED Content, Pedagogy, IEP Development and MFAT as Implementers for Inclusive Education**, this Office through the Curriculum Implementation Division will conduct a Division Training for Receiving Teachers in Elementary on Special Need Education Content and Pedagogy, IEP Development and Filipino Sign Language as Implementers for Inclusive Education on **October 17, 18 and 25, 2026** and the venue to be at announced later.

2. This activity has the following objectives:

- a. equip all the participants with a comprehensive understanding of RA No. 11650 and its IRR, focusing on the Zero Rejection Policy and Reasonable Accommodation;
- b. enhance the pedagogical skills and content knowledge of receiving teachers in implementing differentiated instruction and evidence-based strategies tailored for learners with disabilities;
- c. develop and implement quality Individualized Education Plan (IEPs) that are learner-centered, measurable, and responsive to the strengths and needs of learners with disabilities; and
- d. equip participants with signing skills and promotes an inclusive, accessible society where everyone is heard and understood.

3. The above mentioned orientation shall be attended by Receiving Teachers in Elementary School, Education Program Supervisors and Public School District Supervisors.



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4. The following are Enclosures to this Memorandum:
  - Enclosure No. 1 – List of Program Management Team and Trainers;
  - Enclosure No. 2 – Official List of Participants;
  - Enclosure No. 3 - Matrix of Activities.
5. Expenses relative to the conduct of this activity shall be charged against *SNED PSF* while travel and incidental expenses shall be charged against their respective school MOOE or local funds, subject to the usual accounting and auditing rules and regulations.
6. Walkthrough will be conducted on October 16, 2026, which will be attended by the designated resource persons and selected program management team.
7. Participants are entitled to service credits in accordance with DepEd Order No. 53, s. 2003 titled: *Updated Guidelines on the Grant of Vacation Service Credits to Teachers*. On the other hand, non-teaching personnel including the management staff shall be provided with Compensatory Time Off (CTO) as per Civil Service Commission (CSC) and Department of Budget and Management (DBM) Joint Circular No. 2, s. 2004 on *Non-Monetary Remuneration for Overtime Services Rendered*.
8. It is understood that in the conduct of this activity, there shall be no discrimination on account of age, gender, civil status, disability, religion, or other similar factors/personal circumstances that run counter to the principles of equitable opportunity.
9. This Memorandum serves as an Authority to Travel of all participants.
10. Immediate dissemination of and compliance with this Memorandum is desired.

  
**ROEL F. BERMEJO**  
Schools Division Superintendent

Enclosure: As Stated

Reference: As Stated

To be indicated in the Perpetual Index  
Under the following subjects

INCLUSIVE EDUCATION

TRAININGS

CURRICULUM



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