



Republic of the Philippines
Department of Education
DIGOS CITY DIVISION



Office of the Schools Division Superintendent

DIVISION MEMORANDUM

CID-2025 - 569

To : Assistant Schools Division Superintendent
CID Chief
Public Schools District Supervisors
Education Program Supervisor (SNED Focal)
School Heads
All Others Concerned

Subject : **ATTENDANCE TO THE CONDUCT OF REGIONAL CAPACITY BUILDING ON UNDERSTANDING LEARNERS WITH DISABILITIES FOR UNTRAINED RECEIVING ELEMENTARY AND SECONDARY TEACHERS**

Date : October 22, 2025

Pursuant to Regional Memorandum CLMD-2025-591, dated October 7, 2025, re: Conduct of Regional Capacity Building on Understanding Learners with Disabilities for Untrained Receiving Elementary and Secondary Teachers, this office informs the field that the activity will be on October 25-26, 2025, at the Ritz Hotel, Obrero Street, Davao City.

The participants in the training are listed in the attached file.

The Division Office shall grant service credits to teachers and COC to non-teaching personnel during the conduct of the activity. It is emphasized that the COC is subject to the existing CSC and CSC-DBM Joint Circular No. 2, 2004, or non-monetary remuneration for the overtime service rendered.

Transportation and other incidental expenses of the participants shall be charged against local and PSF funds, while meals and accommodation are charged to regional PSF funds, subject to the usual accounting and auditing procedures.

Please refer to the enclosures for other important details.

For information, guidance and compliance.

MELANIE F. ESTACIO, PhD, CESO VI
Schools Division Superintendent

OCT 23 2025

Enclosed: As stated
CID/zms

DepEd Schools Division of Digos City
RECORDS SECTION

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BY: [Signature]



Address: Roxas Street cor. Lopez Jaena Street, Zone II, Digos City 8002
Telephone No: (082)553-8396 | (082)553-8376 | (082)553-9170 | (082)553-8375



Republic of the Philippines
Department of Education
DIGOS CITY DIVISION

Office of the Schools Division Superintendent

List of Participants	
NAME	School
1. IVY T. ALEJANDRO	Ramon Magsaysay CES
2. RINA JANE T. RUBAS	Ramon Magsaysay CES
3. EDELGRACE V. FUENTES	Ramon Magsaysay CES
4. JUANITO C. SARONA	Ramon Magsaysay CES
5. HELOISE S. BARBA	Ramon Magsaysay CES
6. SHEILA JOY V. FONDEVILLA	Ramon Magsaysay CES
7. RUNETTE D. ALEGADO	Don Mariano Marcos ES
8. RAQUELYN R. JAVILLO	Don Mariano Marcos ES
9. DARLENE G. GONZALES	Remedios P. Saplala ES
10. RENIELINE L. ENRERA	Remedios P. Saplala ES
11. BELLA P. LINGGOAN	San Miguel ES
12. MILAFE P. CANTILA	San Miguel ES
13. MONIKA M. TABLO	Pedro V. Basalan ES
14. LEE GLENDA C. PRECELLAS	Pedro V. Basalan ES
15. ANAN O. RONQUILLO	Pedro V. Basalan ES
16. IVYJEAN L. SANICO	Badiang ES
17. ROSALIE U. LEGASPI	Digos City NHS
18. SERENA S. IBAO	Digos City NHS
19. PHYLLISAIDE A. BIONGAN	Digos City NHS
20. JENNIFER E. ROSIMA	Digos City NHS
21. REEGEE C. RAZONABLE	Digos City NHS
22. MARRY ANNE L. CUICO	Digos City NHS
23. DONNA MARIE L. ADONA	Dawis NHS
24. MARITES CEDIGO	Palan Bagobo Tagabawa NHS
25. DARSYL MAY D. SILAYAN	Kapatagan NHS
26. BERNICE D. ABRENILLA	Balabag NHS
27. LUCIA P. DIAZ	Ramon Magsaysay CES
28. MICHELLE G. ERASMO	Ramon Magsaysay CES
29. KENNETH D. AQUINO	Igpit NHS
30. ADMIRAL A. BIONGAN	Senior HS of Digos City
31. ANTONETTE A. GONZALES	Digos City NHS
32. GINA S. SAPLAGIO	Digos City NHS
33. ZANDRIA M. SY	SDO- CID



Address: Roxas Street cor. Lopez Jaena Street, Zone II, Digos City 8002
Telephone No: (082)553-8396 | (082)553-8376 | (082)553-9170 | (082)553-8375



Republic of the Philippines
Department of Education
DAVAO REGION

October 14, 2025

REGIONAL MEMORANDUM
CLMD-2025-591

**CONDUCT OF REGIONAL CAPACITY BUILDING ON UNDERSTANDING LEARNERS
WITH DISABILITIES TO UNTRAINED RECEIVING TEACHERS**

To: Schools Division Superintendents

1. The Curriculum and Learning Management Division (CLMD) announces the Conduct of Regional Capacity Building on Understanding Learners with Disabilities to Untrained Receiving Teachers on October 25-26, 2025 at the Ritz Hotel, Obrero Street, Davao City.
2. The objectives are to:
 - a. capacitate SNED and receiving teachers on understanding our learners with disabilities (LWDs);
 - b. identify accommodation and interventions for Learners with Disabilities and;
 - c. implement initiatives that will ensure the continuity of learning for learners with disabilities through quality, relevant and appropriate learning that are accessible in any format.
3. Participants are the untrained receiving teachers. Further, all are encouraged to bring wellness attire, laptop and extension wires.
4. Transportation and other incidental expenses of the participants shall be charged against local and PSF funds, while meals and accommodation is charged to regional PSF funds, subject to the usual accounting and auditing procedures.
5. The Schools Divisions Offices (SDOs) shall grant service credits to the teachers and COC to non-teaching personnel during the conduct of the activity. It is emphasized that the COC is subject to the existing CSC and CSC-DBM Joint Circular No. 2, 2004, or non-monetary remuneration for the overtime service rendered.
6. Enclosed are the Matrix of Activities and list of Trainers.
7. Immediate dissemination of this Memorandum is desired.

ALLAN G. FARNAZO
Director IV

ROC3/jdc



Address: F. Torres St., Davao City (8000)
Telephone Nos.: (082) 291-0051
Email Address: region11@deped.gov.ph
Website: www.depedroxi.ph

