



Republic of the Philippines
Department of Education
DIGOS CITY DIVISION

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

CID-2025-582

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

Subject : **CONDUCT OF REGIONAL CAPACITY BUILDING ON THE USE OF
FILIPINO SIGN LANGUAGE (FSL) FOR UNTRAINED RECEIVING
TEACHERS**

Date : November 10, 2025

Pursuant to Regional Memorandum CLMD-2025-635, dated October 29, 2025, re: Conduct of Regional Capacity Building on the Use of Filipino Sign Language (FSL) for Untrained Receiving Teachers on December 6-7, 2025, at the Ritz Hotel, Obrero Street, Davao City.

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

Service credits shall be granted 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.

Enclosed: As stated
CID/zms

Melanie P. Estacio
MELANIE P. ESTACIO, PhD, CESO VI
Schools Division Superintendent

DepEd Schools Division of Digos City
RECORDS SECTION

RELEASED

DATE: NOV 10 2025 TIME: 8:14 AM
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
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Office of the Schools Division Superintendent

List of Participants	
NAME	School
1. Zandria M. Sy	SDO- CID
2. Phyllisaide A. Biongan	Digos City National HS
3. Serena S. Ibao	Digos City National HS
4. Juliet J. Adolfo	Ramon Magsaysay CES
5. Kenneth G. Aldeguer	Ramon Magsaysay CES
6. Sherrie B. Ragus	Ramon Magsaysay CES
7. April K. A. Gonzaga	Pedro V. Basalan ES
8. Karina P. Leopardas	Pedro V. Basalan ES
9. Cecilia S. Ramos	Remedios N. Saplala ES
10. Norma S. Baron	San Miguel ES
11. Mariejoy B. Carido	Don Mariani Marcos ES
12. Analiec. Orio	Don Mariani Marcos ES



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Republic of the Philippines
Department of Education
 DAVAO REGION

October 29, 2025

REGIONAL MEMORANDUM

CLMD-2025-635

CONDUCT OF REGIONAL CAPACITY BUILDING ON THE USE OF FILIPINO SIGN LANGUAGE (FSL) FOR UNTRAINED RECEIVING TEACHERS

To: Schools Division Superintendents

1. The Curriculum and Learning Management Division (CLMD) announces the Conduct of Regional Capacity Building on Filipino Sign Language (FSL) for Untrained Teachers on December 6-7, 2025 at the Ritz Hotel, Obrero Street, Davao City.
2. The objectives are:
 - a. to capacitate receiving teachers to learn the Filipino Sign Language;
 - b. promote awareness and appreciation of Deaf culture, identity, and the use of sign language as a vital aspect of that culture; and
 - c. facilitate effective and natural communication among Deaf individuals and between Deaf and hearing individuals.
3. Participants to the training are the untrained receiving teachers. Further, all are encouraged to bring laptop and extension wires.
4. Transportation and other incidental expenses of the participants shall be charged against local and PSF funds, subject to the usual accounting and auditing procedures.
5. Two days service credits is hereby granted 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.

DEPARTMENT OF EDUCATION RO
 REGIONAL OFFICE
RELEASED

ALLAN G. FARNAZO
 Director IV

Nov. 03, 2025
 2005

ROC3/jdc



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Republic of the Philippines
Department of Education
DAVAO REGION

**CONDUCT OF REGIONAL CAPACITY ON THE USE OF FILIPINO SIGN
LANGUAGE (FSL) FOR UNTRAINED RECEIVING TEACHERS**

The Ritz Hotel, Davao City
December 6-7, 2025

ACTIVITY MATRIX

Date and time	Activities	Person Involved
Day 0 December 5, 2025 5:00 pm onwards	➤ Arrival of participants ➤ Registration ➤ First dinner	Jeselyn B. dela Cuesta DepEd Regional Office XI SNED Focal Person
Day 1 December 6, 2025 6:00-7:45 am 8:00am – 8:30 am	➤ Breakfast at the hotel ➤ Opening Program	Jeselyn B. dela Cuesta DepEd Regional Office XI SNED Focal Person
9:00-10:00 am	➤ Rationale ➤ Orientation on RA 11106	Jeselyn B. dela Cuesta DepEd Regional Office XI SNED Focal Person
10:00 – 11:00 AM	➤ Orientation on five (5) Parameters ➤ Basic Sign Language	Sheila O. Inid National Interpreter Davao City Special National High School, Davao City
11:00-12:00 AM	➤ Alphabets ➤ Greetings and Polite Expression	Maya D. Mosqueda Regional Interpreter Mintal National High School, Davao City
12:00nn – 1:00pm	LUNCH BREAK	
1:00- 2:00 pm	➤ Numbers ➤ Family Members and Community Workers	Hanna Mae T. Salvo Regional Interpreter Daniel L. Perez SPED Center Central School Davao City
2:00-3:00 pm	➤ Places	Sheila O. Inid National Interpreter Davao City Special National High School, Davao City
3:00- 5:00 pm	➤ Sign Language Interpretation for prefatory and other songs	All Resource Speakers
2nd Day December 7, 2025, 6:30 am- 7:45 am 8:00 8:30 am	➤ Breakfast ➤ Management of Learning	At the restaurant TWG



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8:30-9:30 pm	➤ Pronoun and Action Words	Maya D. Mosqueda Resource Speaker
9:30- 10:30 AM	➤ Review of Basic Sign language	All Trainers
10:30- 12:00 NN	➤ Breakout Session/Video Making	All Trainers (Assigned Task)
	LUNCH BREAK	
1:00 -2:00 PM	➤ Continuation of group practice for the closing performance	All Trainers
4:00 – 5:00 pm	➤ Closing Program ➤ IT/Facilitator ➤ Certificates and Awards ➤ Documentations/Attendance/Host	HOST/ Regional TWGs Annaliza M. Sarabia Sofia T. Salvo Cherry P. Canda Rizza C. Merto

Prepared by:


JESELYN B. DELA CUESTA
RO XI SNED Focal Person

ROC3/fbdc



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CAPACITY BUILDING ON THE USE OF FILIPINO SIGN LANGUAGE
(FSL) FOR UNTRAINED TEACHERS

NO. OF PARTICIPANTS PER SDOs/
And TECHNICAL WORKING GROUP

DIVISION	NO. OF PAX	TRAINERS	EPS	Teachers	TOTAL
Chief	1				1
RO XI SPED Focal	1				1
TWG	4				4
Trainers		3			3
QATAME	1				1
Davao City			1	14	15
Davao de Oro			1	14	15
Davao del Norte			1	14	15
Davao del Sur			1	14	15
Davao Occidental			1	14	15
Davao Oriental			1	14	15
Digos City			1	11	12
IGACOS			1	11	12
Mati City			1	11	12
Panabo City			1	11	12
Tagum City			1	11	12
Total	7	3	11	139	160

Prepared by: -


JESELYN B. DELA CUESTA
SNED Focal Person

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