



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

June 6, 2023

REGIONAL MEMORANDUM
 CLMD-2023- 560

**DOWNLOADING OF FUNDS FOR THE PARTICIPANTS INVOLVED IN THE
 DEVELOPMENT, VALIDATION, AND FINALIZATION OF THE
 INDIVIDUALIZED EDUCATION PLAN (IEP)
 POLICY GUIDELINES**

To: Schools Division Superintendents

- Division of Biliran
- Division of Borongan City
- Division of Catbalogan City
- Division of Maasin City
- Division of Ormoc City
- Division of Tacloban City

All Others Concerned

1. Attached is DepEd Memorandum DM-CT-2023-045 dated March 20, 2023 announcing the conduct of a series of workshops on the development, validation, and finalization of the policy guidelines on the IEP from April to August 2023 which requires regional participants to attend.

2. To expedite the reimbursement of travel expenses of the participants, this Office, through the Finance Division, shall download **Two Hundred Thousand Pesos (Php 200,000.00)** to the concerned Schools Division Offices (SDOs) based on the following breakdown of the amount:

SDO	No. of Participants	AMOUNT
Biliran	1	25,000.00
Borongan City	1	25,000.00
Catbalogan City	2	50,000.00
Maasin City	1	25,000.00
Ormoc City	2	50,000.00
Tacloban City	1	25,000.00
	8	200,000.00

3. The said amount shall be taken from the remainder of the Regional Office 2022 Special Education (SPED) Program Support Funds per SARO No. OSEC-8-22-2754 which was allotted to cover travelling expenses of participants in activities under the Special Education Program organized or sanctioned by the Bureau of Learning Delivery.



Address: Government Center, Candahug, Palo, Leyte
Telephone Nos.: (053) 832-5738
Email Address: region8@deped.gov.ph
Website: <https://region8.deped.gov.ph>

4. Should the downloaded fund become insufficient, the remainder of the amount to be reimbursed may be charged to the local funds of the participants.
5. Immediate dissemination of and compliance with this Memorandum are desired.


EVELYN R. FETALVERO, CESO IV
Regional Director *EF*

Enclosures: As stated
References: As stated

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

DOWNLOADING OF FUNDS TRAVEL EXPENSES SPED

CLMD-DME





Republic of the Philippines
Department of Education
OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

03458

MEMORANDUM
DM-CT-2023-045

TO: REGIONAL DIRECTORS
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FROM: **G.H. S. AMBAT**
Assistant Secretary
Officer-in-Charge
Office of the Undersecretary for Curriculum and Teaching

SUBJECT: **DEVELOPMENT, VALIDATION, AND FINALIZATION OF THE POLICY ON INDIVIDUALIZED EDUCATION PLAN FOR LEARNERS WITH DISABILITIES**

DATE: March 20, 2023

In support of the MATATAG agenda of Vice President of the Republic of the Philippines and Secretary of the Department of Education (DepEd) Sara Z. Duterte to "take good care of learners by promoting learner well-being, inclusive education, and a positive learning environment," DepEd, through the Bureau of Learning Delivery-Student Inclusion Division (BLD-SID), shall be conducting a series of workshops on the **Development, Validation, and Finalization of the Policy on Individualized Education Plan (IEP) for Learners with Disabilities (LWDs)**.

The policy shall provide clear guidelines for field implementers in understanding the process of preparing and implementing an IEP for LWDs.

The activities and timeline of the workshops are as follows:

Activity	Participants	Timeline and Venue*
Workshop on the Development of Policy on IEP for LWDs	three (3) participants per region except Region 4A	April 17-21, 2023 Within NCR
Workshop on the Validation of Policy on IEP for LWDs	three (3) participants per region except Region 4A	June 19-23, 2023 Within Region 7
Workshop on the Finalization of Policy on IEP for LWDs	three (3) participants per region except Region 4A	August 14-18, 2023 Within Region 3

*A communication on the final venue shall be sent.

Attached in this Memorandum is the criteria for the selection of the participants (*Annex A*). The selected participants are expected to attend all activities in order to ensure continuity.



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Kindly send the details of the selected participants **using the templates provided in Annexes B and C through email at zenaida.concon@deped.gov.ph not later than March 31, 2023.**

Links for the pre-registration of the selected participants will be provided through email addresses before every workshop commences.

Additionally, participants are expected to have internet connection and, preferably, laptops during the workshops.

For more information and clarifications, please contact **Mr. Vic Emerson Danao** or **Ms. Zenaida G. Concon**, Supervising Education Program Specialists of BLD-SID through email at bld.sid@deped.gov.ph.

Immediate dissemination of this Memorandum is desired.