



Republic of the Philippines  
**Department of Education**  
 REGION I




**REGIONAL MEMORANDUM**

No. 1486, s. 2024

**ORIENTATION OF CORE TRAINERS OF ILRC MULTIDISCIPLINARY TEAM ON INDIVIDUALIZED EDUCATION PLAN (IEP) DEVELOPMENT FOR LEARNERS WITH DISABILITIES**

To: Schools Division Superintendents

1. The Department of Education through the Bureau of Learning Division – Student Inclusion Division (BLD-SID) shall conduct the Orientation of Core Trainers of ILRC Multidisciplinary Team on Individualized Education Plan (IEP) Development for Learners with Disabilities on November 13-15, 2024 at 1403, R-7, Quezon Ave. Quezon City, 1104, National Capital Region.
2. The participants in the orientation are the Division Education Program Supervisors In-charge of the Special Needs Education or SNED Alternate.
3. Travel and other incidental expenses shall be charged to the FY 2024 SNED Funds. Should there be an insufficiency in the amount downloaded for the travel expenses of the participants, the deficit shall be charged against local funds or other sources of funds, subject to usual accounting and auditing rules and regulations.
4. Should there be queries or clarifications, please contact Mr. Vic Emerson C. Danao or Mr. Angelito R. Cortez Jr., Supervising Education Program Specialist through landline: (02) 8637-43-47 or email addresses: **vic.danao@deped.gov.ph**, **angelito.cortez@deped.gov.ph** or bld.sid@deped.gov.ph.
5. For information and guidance.

  
**TOLENTINO G. AQUINO**  
 Director IV

Encl.: DM-CT-2024-405  
 Reference: Advisory dated November 4, 2024  
 To be included in the Perpetual Index  
 Under the following subject



INDIVIDUALIZED EDUCATION PLAN

CLMD/magd/RM\_IndividualizedEducationPlan  
 November 6, 2024



Flores St., Catbangan, City of San Fernando, La Union

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Republic of the Philippines  
**Department of Education**  
BUREAU OF LEARNING DELIVERY



## ADVISORY

November 4, 2023

This has reference to Memorandum DM-CT-2024-405 regarding the conduct of the **Orientation of Core Trainers of ILRC Multidisciplinary Team on Individualized Education Plan (IEP) Development for Learners with Disabilities** by the Bureau of Learning Delivery-Student Inclusion Division (BLD-SID), Department of Education (DepEd) Central Office.

Please be informed that the aforementioned activity shall be held on **November 13 to 15, 2024** at the **Great Eastern Hotel (Aberdeen Court)**, located at 1403, R-7, Quezon Ave, Quezon City, 1104, National Capital Region. For information and guidance, the first meal to be served is **BREAKFAST** on **NOVEMBER 13, 2024**, and the last meal shall be **LUNCH** on **NOVEMBER 15, 2024**. The Program of Activities is attached for ready reference of all concerned.

Traveling and incidental expenses of the participants shall be chargeable to FY 2024 SNED Funds downloaded by DepEd Central Office to the Regional Offices (ROs). Should there be deficiencies with the downloaded fund, it may be charged through the program support fund, local funds, and other sources of funds, subject to the usual government accounting and auditing rules and regulations.

For inquiries or clarifications, please contact the BLD-SID, DepEd Central Office, attention: Mr. Vic Emerson C. Danao or Mr. Angelito R. Cortez Jr., Supervising Education Program Specialists at telephone number (02) 8637-4347 or through the following email addresses: [bld.sid@deped.gov.ph](mailto:bld.sid@deped.gov.ph), [vic.danao@deped.gov.ph](mailto:vic.danao@deped.gov.ph), and [angelito.cortez@deped.gov.ph](mailto:angelito.cortez@deped.gov.ph)

Immediate dissemination of this advisory is desired.

  
LEILA P. AREOLA  
Director IV



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Republic of the Philippines  
**Department of Education**  
 BUREAU OF LEARNING DELIVERY

**Orientation of Core Trainers of ILRC Multi-Disciplinary Team on Individualized Education Plan (IEP) Development for Learners with Disabilities**

**Schedule of Activities / Matrix of Activities**

Time	November 13, 2024	November 14, 2024	November 15, 2024
6:00-7:00	<b>BREAKFAST (First Meal)</b>	BREAKFAST	BREAKFAST
7:00-8:00	Registration		
8:00-8:30	Opening/Preliminaries	Plenary Speaker	Plenary Speaker Status of SNED Program
8:30-9:00	Plenary Speaker	IEP: Priority Setting for Learners with Disabilities	Plenary Presentation of Outputs of Select Participants
9:00-10:00	Evaluation: Theory, Practice and Application in Clinical Settings"		
10:00-11:00			
11:00-12:00			
12:00-1:00	LUNCH	LUNCH	LUNCH (Last Meal)
1:00-1:15	UNFREEZING	UNFREEZING	CHECK-OUT
1:15-2:00	Plenary Speaker Prevention, Early Identification, and Intervention of Delays, Disorder, and Disabilities in Early Childhood	Plenary Speaker Presenting the Developments in ILRC to Partner LGUs & Govt Agencies	
2:00-3:00	PM SNACK	IEP Policy	
3:00-3:15			
3:15-4:00	Individual Work Activity	Reflection on the IEP	
4:00-5:00		Action Plan	
5:00-6:00			
6:00-8:00	DINNER	DINNER	



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Republic of the Philippines


**Department of Education**

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

MEMORANDUM  
DM-CT-2024- 405

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 breakfast on November 13, 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

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

Immediate dissemination of this memorandum is requested.

*Copy furnished:*

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



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