



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON



CLMD-RM-2025-660

29 August 2025

Regional Memorandum
No. 660, s.2025

ADDENDUM TO REGIONAL MEMORANDUM NO. 544, S. 2025

To **Schools Division Superintendents**

1. Relative to Regional Memorandum No. 544, s. 2025, dated July 15, 2025, this office through the Curriculum and Learning Management Division hereby announces that the final schedule of the **Regional Training on School Personnel on SNED Individualized Education Plan (IEP) and Creation of School-based Multidisciplinary Team (MDT)- Batches 1-3** shall be on the dates listed below at M.I. Sevilla Resort, Brgy. Domoit, Lucena City, Quezon Province, Philippines.

Batches	Clusters	Dates
Batch 1	Rizal & Quezon	September 11-13, 2025
Batch 2	Cavite & Laguna	October 16-18, 2025
Batch 3	Batangas	November 13-15, 2025

2. Attach herewith are the following enclosures, to wit:
Enclosure 1- List of Official Participants
Enclosure 2- Members of the Regional Technical Working Group (RTWG)
Enclosure 3 - Indicative Program of Activities, and
Enclosure 4 - Terms of Reference
3. All Inclusive and Special Needs Education (ISNED) Education Program Supervisors/ Focal Persons are advised to attend on the last batch of the training (November 13-15, 2025) and on their respective batch schedule.
4. The first meal to be served is breakfast on Day 1, while the last meal is PM Snacks on Day 3.
5. Day 3 of the scheduled activity falls on a Saturday. Pursuant to DepEd Order No. 4, s. 2025, officials and personnel required to report on-site during holidays/weekends are entitled to compensatory overtime credit or overtime pay. Further, in line with DepEd Order No. 53, s. 2003, participation in DepEd-wide programs may warrant the grant of vacation service credits. Thus, participants

are entitled to the appropriate compensatory time-off or service credit, consistent with the department policies.

6. Other provisions in R.M. No. 544, s. 2025 remain in effect.
7. For clarification and further inquiries, contact Philips T. Monterola, ADM/ALS/ISNED Regional Focal Person, and Viernalyn M. Nama, CLMD Chief Education Supervisor, at (02) 8681-2114 local 420.
8. Immediate and widest dissemination of this Memorandum is desired.


ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director

ROC18

Enclosure 1. Official Participants

**Regional Training on School Personnel on SNED Individualized
Education Plan (IEP) and Creation of School-Based
Multidisciplinary Team (MDT)**

BATCH 1

September 11-13, 2025

M.I. Sevilla Resort, Brgy. Domoit, Lucena City, Quezon Province

SDO QUEZON

No.	NAME	POSITION/DESIGNATION
1.	RENANTE A. VERZO	Principal II
2.	LADELYN A. REVELLAME	Master Teacher 1
3.	JULIE ANN R. MORGA	SPET I
4.	GEENA V. MENDIOLA	Guidance Designate
5.	MAYLA M. VICENCIO	Principal I
6.	SHAUN MARIE T. VARGAS	Guidance Designate
7.	LORNA B. PUEYO	Teacher II
8.	RIZZA A. GURANGO	SPET-I
9.	MIGNON P. RUDERA	SPET I
10.	DENNES R. LAGRIMAS	Principal III
11.	ZENIA D. FISCHER	Receiving Teacher
12.	ROSALIE Q. GINES	Master Teacher
13.	CALIXTO S. BLAZO	Principal IV
14.	CATHERINE M. CORONEL	Teacher III/Receiving Teacher
15.	MITOS AMADEL S. VILLAMOR	Guidance Counselor III
16.	ISIDRO R. OBMASCA JR.	Principal II
17.	MARICRIS V. DATOR	Master Teacher II/Guidance
18.	MIRA LUNA S. PLACINO	SPET I
19.	CLARISSA A. TERANDO	SPET III
20.	MICHAEL V. ABARICIA	Principal I
21.	DEISSEL B. VILLACORTA	School Guidance
22.	DIVINA GRACIA E. TERCIANO-ABSULIO	Receiving Teacher
23.	JOSEFA N. GIPANAO	SPET I
24.	REYNALDO V. NANONG	Principal IV
25.	ARISTEO A. SUARIO	Guidance Counselor I
26.	HEIDI S. RACOMA	Master Teacher I
27.	ROSE ANNE C. GABINETE	SPET I
28.	MARRY ANN M. MENDOZA	Master Teacher I
29.	JAIME L. MARTINEZ JR.	Principal II
30.	CARLOTA C. NANCA	Master Teacher1/assigned Guidance Councilor
31.	ELOISA E. BERDAN	SPETI
32.	MANOLITO C. VILLAMENA	Principal III
33.	ELCON A. TURGO	Guidance Counselor I
34.	JULITO V. VILLARAZO	Master Teacher I
35.	CYNTHIA B. LEOGO	SPET I
36.	MARIO A. GUEVARRA	Principal IV
37.	ARMIDA L. VALENCIA	Master Teacher 1

38.	RHEYMART J. GANDIA	Special Education Teacher I
39.	SHERYL LYN F. OSTONAL	Guidance Counselor III
40.	RONALDO V. GARCIA	Principal IV
41.	DOMINICK L. DERILO	Special Education Teacher I
42.	MERCIE GRACE C. MESICO	SPET I
43.	GILDA D. ACESOR	Teacher III/ Guidance Counselor
44.	ROMMEL V. ROPEREZ	Principal II
45.	ANALYN E. ESGUERRA	Master Teacher 1
46.	ROEL N. ASESOR	SPET I
47.	HYLO A. DELEN	Teacher II
48.	MARINA R. ABUEVA	Principal IV
49.	MYCA SAIBEL C. CABANGON	Guidance Counselor III
50.	RITCHELDA T. PORTE	SPET I
51.	JEANALYN G. MARTINEZ	Teacher III
52.	BEATRIZ P. DE CASTRO	Principal II
53.	KRIZZA MAE P. SAPUNGAN	SPET I
54.	MAGNOLIA F. JARAVATA	Teacher I
55.	NIMFA A. MARTINEZ	Teacher III
56.	GILBERT J. ROGADO	Principal III
57.	ALBERTA G. REGODON	SPET I
58.	MILDRED S. BUFILO	MTII
59.	PAULINE DENISE P. MALUBAY	Teacher I
60.	RHIENALD V. RIVERA	Principal II
61.	AYLENE S. ANDAL	Master Teacher II
62.	ALEXANDRA R. AVILA	Teacher III
63.	JUDITH R. GAGAN	SPET-II
64.	MARIVI D. LADINES	Principal I
65.	MARMILYN Q. JANDUSAY	Teacher II
66.	FLORY G. MANAOG	Master Teacher I
67.	CYNTHIA J. REYROSO	Principal III
68.	IMELDA P. DE GUIA	Spet-1
69.	DAPHNE I. MALABANAN	Master Teacher II
70.	LEODA Y. MAGPANTAY	Teacher III
71.	BUENAVENTURA D. LUCES	Principal IV
72.	SHERYL F. MORALES	Teacher III
73.	REA A. ROMULO	Teacher I
74.	MELECIO L. GAHOL	Teacher II
75.	LUNINGNING B. MADERAZO	Principal II
76.	MARIA LINDA F. DUDAS	Teacher II
77.	MYLA K. MENDOZA	Master Teacher I
78.	CRISELDA S. ILAGAN	Master Teacher I
79.	JOSEPHINE S. ARQUIZA	Principal II
80.	JULIE ANN D. MAPACPAC	SPET I
81.	MARGARITA L. BAUTISTA	Master Teacher II
82.	ELSA V. DINGLASAN	Master Teacher I
83.	ELMER M. ROCHA	School Head Teacher 1
84.	MA. JOAN A. VERGARA	Teacher 1
85.	LOIDA A. GARCIA	SPET III
86.	JENNY LYN M. BARQUILLA	SPET III
87.	RODERICK A. REYES	Principal III
88.	MA.ROWENA D. CAMPEÑA	Master Teacher I

89.	RONAPEARL L. LOZANO	SPET I
90.	SHERREL M. FELISMINO	Teacher III
91.	SERAFIN M. CARINGAL	Principal III
92.	BOBBIE M. TOLENTINO	Teacher III / Guidance Designate
93.	PERLA R. LEYNES	Teacher III
94.	CRISTINA F. MAGPANTAY	Teacher I
95.	LINA O. FLORES	Principal II
96.	ANACLETA D.OBDIANELA	Master Teacher 1
97.	JERICK A. HERNANDEZ	SPET I
98.	SHERNAND R.RODA	SPET I
99.	RICARDO L. DE GUZMAN	Principal I
100.	MARY ANNE G. MANGUNDAYAO	Teacher II
101.	MARIELL A. AGON	Teacher I/Designated Guidance Teacher
102.	MARIVIC A. LIMBO	Teacher III
103.	JESSICA B. CRUZ	Teacher I
104.	MARIA AIELA A. TORRES	SPET II
105.	MICHELLE L. CABANGON	Guidance Counselor III
106.	CHRISTIAN M. TIERRA	Teacher III
107.	MARIA ALETH D. BALOTE	Principal III
108.	RACHEL A. DERILO	Master Teacher II
109.	MARIA LEONALICE L. CASTILLO	Master Teacher I
110.	MARIA ANTONETE S.CERRUDO	SPET III
111.	ARLINA I. LAGRAZON	Principal III
112.	LORENA BISCO	Guidance Counselor Designate
113.	MARY ROSE PESIGAN	Teacher III
114.	ANGELICA A. FONTIPEDRA	SNET I
115.	FELIZA B. QUEVADA	Principal IV
116.	MELISA D. VIRREY	Teacher II
117.	RUTH M. DULAY	Guidance Counselor III
118.	RICHARD A. MERCADO	Teacher II
119.	ESTRELLA D. CUENO	Principal III
120.	JULIE ANNE S. TOLICA	Teacher II
121.	MARIANNE M. MANALO	SPET III
122.	MARIA LOURDES U. CARANDANG	SPET I
123.	JESSIE V. VASQUEZ	Principal IV
124.	MYRA E. DURAL	SNET I
125.	VANESSA MAE B. JIMENEZ	Teacher II
126.	JECHEL L. PUERTA	Teacher I
127.	DONATA J. AÑONUEVO	Principal III
128.	JOSEPHINE L. JOSEF	SPET I
129.	JANNIZE CAMILLE J. REYROSO	SPET I
130.	ROSE ANNE A. CAPISTRANO	Teacher I
131.	JANETTE A.ABANADOR	Principal III
132.	ELEANOR N.CASTRO	SPET I
133.	UNICE AMOR VILLAROSA	Teacher I/ Inclusion Coordinator
134.	ELLEN ROSE P.VERDAN	Teacher II/Receiving
135.	ELENA D. LIZANO	Principal
136.	LIBERTY L. VALLEDOR	SPET III
137.	JENNIFER C. DE GUZMAN	Guidance Counselor Designate

138.	FRANCEINE JUDITH G. SANTUYO	TEACHER I
139.	ROGELIO P. VILLAPANDO	Principal II
140.	MARIA ROVEL A. LOAYON	SNED Coordinator
141.	ROMELYN O. VILLASANTA	Inclusion coordinator
142.	ALLAN S. OLVEDA	Principal III
143.	AMPARO B. SALVADOR	Teacher III/ Guidance Designate
144.	VENUS A. NATIVIDAD	SPET III
145.	SHANE G. MONDIDO	SPET I
146.	MARIA VIOLETA D. ELISES	Principal I
147.	PERLITA A. DE LOS REYES	Teacher III
148.	MARIA JEANNETTE H. DARILAG	Teacher II
149.	ELEANOR D. CLEOPE	Teacher III
150.	ROSSANA H. BRINAS	Master Teacher I / Guidance Disignate
151.	JOSEPH PRESLY R. LABAGUEZ	Principal IV
152.	MELVIN P. ROMASANTA	Inclusion coordinator
153.	MARECHEL E. SANGALANG	SNED Coordinator
154.	REX L. MIRANDO	Principal II
155.	ROXANNE O. GENSAYA	TI
156.	JAYMAR E. SAAVEDRA	SPET II
157.	ARLENE M. ARENAL	TII
158.	ADELINA A. GONZALES	Principal 1
159.	ANALYN M. MEDENILLA	Head Teacher 1/Guidance Des
160.	LIEZYL N. MENDOZA	Teacher II
161.	ANNIE MARIE N. DIOKNO	Principal I
162.	AMELIA A. LASQUETY	Teacher II
163.	JONABETH P. REDOMA	Teacher II
164.	CHERRY R. PELOBELLO	Principal IV
165.	JOAN V. CACHA	Master Teacher I
166.	JOCELYN C.DIOKNO	SPET II
167.	IVY E. FABRICANTE	T-I SNED Designate
168.	BELLA E. AUSTRIA	Master Teacher I
169.	FREDELYN P. MAGADIA	Teacher III/ Guidance Designate
170.	JOLINA JOY T. VILLAZON	SPET I
171.	ARLAN T. MELENDRES	Principal I
172.	SHERYL Y. ARAGON	SPET 1
173.	CLAUDETTE P. DARVIN	Teacher II
174.	CLARISSA L. AGUILAR	Principal II
175.	JOVIE S. FLAVIER	SPET-1
176.	LEVIELYN D. MARTINEZ	Teacher III
177.	ELVIRA B. LINAB	HT-III/ OIC
178.	MA. BENILDA JOY L. ROSSEL	T-III Guidance Designate
179.	EUCÉLL C. MARENTES	T-I Key Teacher
180.	MARISSA V. AMPARO	SNED/Receiving Teacher
181.	RODEL D. DIMATERA	Principal
182.	JOHN HOWARD NOMBREFIA	HT-1Guidance Designate
183.	MC JENRO A. DIMATERA	SPET I
184.	CATHERINE E. JARDEN	Teacher II
185.	ARIEL A. ARENAS	Principal II
186.	NENETTE A. VILLANUEVA	SPET I

187.	MICHAEL C. MANREAL	Teacher I/Guidance Designate
188.	BRENDA I. PEDIDA	Teacher II
189.	VILMA V. DELA CRUZ	Principal
190.	CARMELITA S. BATOCABE	SPET I
191.	JENEFER C. BELTRAN	Teacher I
192.	ARMEDA CASTILLO	MT I
193.	LEILANI A. PREGELLANA	Principal IV
194.	ROWEN M. URSOLINO	MT-II
195.	MARA ESTRELLA V. CAPARROS	Teacher II/Guidance Designate
196.	JOHN KIRBY MAGSINO	SPET I
197.	LIZA T. RODILLAS	Principal II
198.	JOY ANN L. ASIA	Master Teacher I
199.	MADELINE O. MANGUERRA	SPET I
200.	JAY IAN A. ALPAY	SPET I
201.	MARIA ELOISA A. ALTEZ	PRINCIPAL 1
202.	JUDITH V. CIAS	SPET-1
203.	AINA MARIE R. MONTERDE	MT I
204.	CRISANTA LIBERATO	Teacher II/Guidance Designate
205.	RENE L. PORTADES	Principal IV
206.	JADE ANN V. AQUINO	Guidance Counselor III
207.	CRISTINA A. PAR	SPET II
208.	CECILIA M. BARCELLANO	Head Teacher III
209.	ROBERTO B. REYES	Principal III
210.	LEA J. MARQUESES	Master Teacher II
211.	CHONA A. LOZARES	SPET 1
212.	LIBERTY P. DECENA	SPET 1
213.	JESSON R. PARALE	School Head
214.	GINALYN S. CAGUIMBAL	Guidance Counselor
215.	NENITA V. LEONAR	Receiving Teacher/SNED
216.	LEONARDO T. MENDOZA	Principal III
217.	ANNALIZA C. PACHO	SPET 1
218.	CELERINA A. ALBINDO	Teacher III/Receiving Teacher
219.	MABEL C. RAMIREZ	SPET III/Guidance Designate
220.	GELYN D. DE CASTRO	Principal IV
221.	MARIA LYN D. CRUZAT	Master Teacher 1
222.	JESSICA BERNADETTE M. ALCANTARA	Guidance Counselor 1
223.	ILUMINADA Q. BONIFACIO	PRINCIPAL 1
224.	LIZA T. MORALES	HEAD TEACHER III
225.	CARYL JOAN S. GOMEZ	SPET 1
226.	MERCEDES M. PASCO	SPET 1
227.	MARIA LORICA AURA L. CABUSORA-REJANO	SPET II
228.	GERRY A. GRIMALDO	Principal III
229.	ANALEE C. Te	Teacher II/Receiving Teacher
230.	GLENDA P. VERDAN	PDO
231.	CECILIA E. LOYOLA	Head Teacher IV, VE
232.	MAE ANNE SHIARI E. MANALO	SPET I
233.	VIGILINE A. DE VERA	Guidance Counselor III
234.	JENNIFER L. PRINCIPE	SPET 1
235.	VICTOR EMMANUEL D. MADERAZO	Principal IV
236.	MARY MIE N. ARGAMOSA	SPET I

237.	IRENE T. JOVIDA	Master Teacher I
238.	MARIA ELOISA S. CABRERA	Teacher III/ Guidance Designate
239.	MELANIE R.SARIO	Principal IV
240.	JAYSON F. LUNA	Master Teacher I/ Guidance Designate
241.	SULYVIE Y.PADUA	SPET II
242.	MARIEL C.ABELLERA	Receiving Teacher
243.	CARMEN F. VALDORIA	ESP-III
244.	MARIA GEMMALYN T. IBAÑEZ	Teacher II/Guidance Designate
245.	MAILA L ODOÑO	SPET I
246.	CHONA C. OGUAN	SPET I
247.	VERONICA O. REYES	PRINCIPAL 1
248.	MARIA VICTORIA A. DE LEON	Master Teacher 1
249.	ELIZABETH A. URSOLINO	SPET 1/ Guidance Designate
250.	GENELYN M. LARITA	Teacher III
251.	CARINA P. JAMILANO	PRINCIPAL I
252.	MA. FE G. CASTILLO	Master Teacher I
253.	THELMA B. GRIMALDO	Teacher II/Receiving Teacher
254.	DANAH MARIE T. OLAYAO	SPET I
255.	ANTONIO O. LUNA	Principal-III
256.	ANABEL D. MACATIAG	SPET I
257.	JONALYN D. CAWAS	Teacher III/Guidance Designate
258.	MARY ROSE D. SISPEREZ	Teacher III/Receiving Teacher
259.	LUZVIMINDA H. BERMAS	Principal-I
260.	CATHRINE A. JAPONE	Teacher III/Guidance Designate
261.	MICHELLE S. MERCADO	Teacher I/Receiving Teacher
262.	HELEN E. LICAS	Teacher III/ Key Teacher
263.	THELMA E. MANALO	Principal-III
264.	MERLINA S. SABAUPAN	SNET-I
265.	MA. LOURDES T. MATIBAG	SNET-I
266.	ANTONETTE S. OLVIGA	TEACHER-II
267.	ELIAS E. DE CASTRO	Principal IV
268.	FRANCIS R. VILLAFLORES	Teacher II/ Key Teacher
269.	ANGELIKA T. MATIBAG	Teacher II/Guidance Designate

SDO LUCENA CITY

No.	NAME	POSITION/DESIGNATION
1.	CARLOS V. VILLAESTER	Principal II
2.	GENIA A. DURAL	Guidance Counselor
3.	MA. VENERACION D. GOB	MT I
4.	CHRISTINE JOY L. OÑATE	Sned Teacher II
5.	ROWENA J. ADORMEO	Principal II
6.	MICHELLE M. LESONDATO	SPET III
7.	ANALYN V. LASPRILLA	Master Teacher
8.	WILHELMINA V. ABELIDO	Guidance Counselor

9.	FERLINDA M. BRIONES	Principal II
10.	ROY I. CASIPIT	Master Teacher I
11.	ROSEMARIE M. PESALBON	Guidance Counselor
12.	JURIS O. RANIN	SPET II
13.	MARIA CRISTINA V. DE TORRES	Principal II
14.	CRESTITA L. ARNIGO	Guidance Counselor/ MT
15.	MAY ANN E. VERZO	SPET I
16.	NILDA N. NODA	Receiving Teacher

SDO TAYABAS CITY

No.	NAME	POSITION/DESIGNATION
1.	RONAN R. RANILLO	School Principal
2.	RYAN O. SOMBRERO	Guidance Designate
3.	MARIAN O. FLORES	Master Teacher
4.	LEANIE R. CABUYAO	SNED Teacher
5.	GERALDINE M. CONSTANTINO	Assistant School Principal I
6.	SCARLET FRANCIA DELOS SANTOS	Guidance Counselor
7.	NIEL ORVEN TALAVERA	Master Teacher
8.	PAMILA J. QUINTERO	SNED Teacher
9.	HONESTO P. CAAGBAY JR.	School Principal
10.	JHOJEALENE T. ROMANO	Guidance Designate
11.	REMEDIOS L. PLACINO	Master Teacher
12.	LOIDA A. ARCETA	SNED Teacher

SDO RIZAL

No.	NAME	POSITION/DESIGNATION
1.	EMELITA DJ. SAULO	Principal IV
2.	MELISA C. CENIDOZA	Guidance Designate
3.	VIENNA MARIELLA O. VALDEZ	SPET I
4.	LUISITO G. VILLAFLO	Receiving Teacher
5.	MARIVIC C. VELASCO	Principal I
6.	ROWENA S. CABANILLA	Guidance Designated
7.	JANE D. GOLLA	Key Teacher
8.	RISCHELLE INFANTE	Receiving Teacher
9.	VIRGILIO P. RAMOS	Principal III
10.	JEAN U. BASAS	Guidance Counselor
11.	MAROSE AYDALIA	Key Teacher
12.	MELISSA PANTILLANAN	Receiving teacher
13.	RYZZA LYN S. FLORES	Head Teacher III
14.	RONALD C. ABASOLO	Guidance Designated
15.	ROWENA V. BOWMAN	Master Teacher
16.	AUGUSTEENA S. DELA CRUZ	Receiving Teacher
17.	LORELEI ANA H. SAN JUAN	Principal I
18.	KING PHILIP B. OCAMPO	Guidance Teacher
19.	ROXANNE MAY G. VALLESTERO	Key Teacher
20.	MARY JEAN L. DIMAS	Receiving Teacher

21.	MARGIE C. AYON	School Head
22.	ROWENA D. VALLESTEROS	Master Teacher
23.	LORNA R. SACRAMENTO	Guidance Designated
24.	MELINDA M. AGUADO	Receiving Teacher
25.	ELIZABETH O. REYES	School Head
26.	MARIBEL A. ARAN	Guidance Designated
27.	MARIANNE N. PADUA	Key Teacher
28.	NELICE LUZEA FERNANDEZ	Receiving Teacher
29.	RICHARD Z. ZONIO	Principal III
30.	LANIE B. KING	Key Teacher
31.	PRECITA B. CARRIDO	Guidance Designated
32.	GLYDEL VENTOSO	Receiving Teacher
33.	CRISTINA C. JUANGCO	School Head
34.	LEOVY O. FRANCISCO	Master Teacher
35.	RONALYN A. MAGSINO	Guidance Designated
36.	LYZZA MAE DC. TIERRA	Receiving Teacher
37.	DIONICIA C. FIGURA	Principal II
38.	MARIA CLEO M. RUSTIA	Guidance Designated
39.	GLADIES Y. OCAMPO	Master Teacher
40.	EILEEN D. CRUZ	SPET II
41.	ELISA S. BABELA	School Head
42.	TERESA P. GIRAY	Guidance Designated
43.	RACHEL ANNE PEPITO	Receiving Teacher
44.	TESSADIE M. SANVICTORES	Teacher I
45.	ELIZABETH B. MEDINA	School Head
46.	MAY M. SAN PEDRO	Master Teacher
47.	LIWAYWAY G. SAN ANDRES	Guidance Designate
48.	CHRISTIAN F. NARTATES	Receiving Teacher
49.	MELCHOR G. REVES	School Head
50.	LUZVIMINDA F. ESPERANZA	Guidance Designated
51.	NELIA D. TORIO	Key Teacher
52.	MHARIE BETH H. ESTANISLAO	Receiving Teacher
53.	LOLITA D. DE LEON	School Head
54.	LORENA L. REYES	Guidance Designated
55.	JEFFERSON DJ. FRANCISCO	Master Teacher
56.	JESALYN S. BARBA	Receiving Teacher
57.	LAMBERTO B. ELOMINA	Assistant Principal
58.	MAILA A. GARCIA	Guidance Designated
59.	GRACE GWENDOLYN S. COZ	Master Teacher
60.	RUTH TUNGA	Receiving Teacher
61.	EDNA H. VILLAMAYOR	School Head
62.	SIGRID M. SALINAS	Guidance Designate
63.	MARY ANN A. DURANA	SPED/KEY Teacher
64.	MARIA THERESA H. CLORES	Receiving Teacher
65.	REYNANTE V. FLANDEZ	School Head
66.	SHANE MARIE B. NUENA	Key Teacher
67.	JUDY LYNN M. BRADECINA	Receiving Teacher
68.	IRENE AMPARO	Guidance Designate
69.	GUILLERMO B. GOMEZ	School Head
70.	ALLILU A. SAN JOSE	Guidance Designate
71.	FEVI BROOKLYN ROSE U. GUZOM	Receiving Teacher

72.	FAITH H. ABELLON	SPED/KEY Teacher
73.	SOLITA F. COMBIS	PRINCIPAL I
74.	SHERYL P. AMORES	KEY TEACHER
75.	NOELYN P. BUENAFE	KEY TEACHER
76.	EMMALYN C. BAUTISTA	SPET
77.	MARICEL A. LATINA	Principal III
78.	MARIA AUREA B. MEDINA	Guidance Designate
79.	CARMELA MAE G. REVES	Receiving Teacher
80.	MARITESS G. ANDRES	Key Teacher
81.	EUSTAQUIO F. BALTAZAR	School Head
82.	YSABEL RAE V. ADOLFO	Guidance Designate
83.	FRIA ANN P. SAN JUAN	Key Teacher
84.	JENNIFER D. GAYARES	Receiving Teacher

SDO ANTIPOLLO CITY

No.	NAME	POSITION/DESIGNATION
1.	MARICEL R. TORTOZA	Principal IV
2.	SARAH C. ASPERA	Guidance Designate
3.	CATHERINE G. MANIKAD	SNED Key Teacher
4.	KIMBERLY L. BOCALOY	SNED Receiving Teacher
5.	GEMMA B. PICARDAL	Guidance Designate/SNED Key Teacher
6.	MARILYN R. CASTRO	Principal I
7.	LORA HAMA STEPHANIE N. ESTRADA	SNED Key Teacher
8.	CATHERINE JOY B. ACOBA	SNED Key Teacher
9.	GERALDINE A. SANTOS	SNED Key Teacher
10.	LILIBETH A. MALAYAO	SNED Receiving Teacher
11.	ANNA LYN P. RAYMUNDO	Principal IV
12.	RIESSA LEAH B. GONZALES	Guidance Counselor
13.	JOYANY ST. GUTIERREZ	Principal IV
14.	ROXANNE JADE C. RIVERA	Guidance Designate
15.	JEAN D. SAN JUAN	SNED Key Teacher
16.	NARISSA A. CABUGAWAN	SNED Receiving Teacher
17.	MARICEL R. TORTOZA	Principal IV
18.	SARAH C. ASPERA	Guidance Designate
19.	CATHERINE G. MANIKAD	SNED Key Teacher
20.	KIMBERLY L. BOCALOY	SNED Receiving Teacher

**Regional Training on School Personnel on SNED Individualized
Education Plan (IEP) and Creation of School-Based
Multidisciplinary Team (MDT)**

BATCH 2

October 16-18, 2025

M.I. Sevilla Resort, Brgy. Domoit, Lucena City, Quezon Province

SDO CAVITE PROVINCE

No.	NAME	POSITION/DESIGNATION
1.	ORVEN FRANCIS G. DE PEDRO	PRINCIPAL IV
2.	JOSIE D. ERNI	Master Teacher I/ SNED Coordinator
3.	ELVIN T. SAN MATEO	SPET I
4.	KIT RAFAEL P. DELIMA	Guidance Counselor
5.	ENRICO B. CAGANDA	School Principal I
6.	APRIL R. TUAZON	Teacher II/Receiving Teacher
7.	MARISOL R. ESTERON	SPET 1 / Guidance Designate
8.	RHEA V. BENGIO	SPET 1 / SNED Coordinator
9.	ROVINA MAE B. DE LEON	Teacher II/SNED Coordinator
10.	ARIES B. MANALO	Assistant Principal II
11.	ROMELISA TOCUS	Guidance Coordinator
12.	JANETH M. SATRAIN	Master Teacher I
13.	AGNES M. LIBAN	HT- IV / SNED Coordinator
14.	JANICE L. PARAGILE	Guidance Teacher/SPET
15.	ESTERLITA P. MANGUIAT	SPET-III / Key Teacher
16.	JENELYN A. CALONGE	SPET I
17.	PATRICK T. COQUILLA	Principal III
18.	GARY GILBERT B. TOLEDO	Guidance Counselor
19.	KEVIN-DUANE B. MADOLORA	Teacher I/ SNED 10 Coordinator
20.	TEDDY A. ALMUESTRO	Teacher I/ SNED 7 Coordinator
21.	CHRISTIAN P. DE GRANO	Master Teacher I/SNED Coordinator
22.	GRATCIELO CHIARA D. BADILLO	SPET I
23.	LOVELA M. PANGANIBAN	Head Teacher I
24.	CATHERINE P. TEAÑO	Teacher III/Receiving Teacher
25.	JENNIFER M. ROJO	Principal III
26.	IVY B. AVES	MT 1
27.	ANNA MAY L. ROMANO	SPET I
28.	VERONICA ROMEN	SPET 1 /Guidance Designate
29.	NILA C. BELARDO	Teacher I/ Receiving Teacher
30.	MAGDALENO R. LUBIGAN	Principal IV
31.	JOHN MICHAEL VINCENT MOJICA	Guidance Counselor III
32.	LIPSHERILLGAY R. GERONIMO	Master Teacher I
33.	EVELYN M. PEREY	SPET III
34.	JOELEN A. LIGSA	SPET III
35.	AMERIE H. ROMERA	Master Teacher I/SNED Coordinator/Receiving Teacher
36.	SHIRLEY S. AQUILO	Principal III

37.	REA C. FAMORCAN	Principal IV
38.	JANETTE EGUIA	Guidance Counselor
39.	FREIDALEN C. BAUTISTA	Master Teacher I
40.	MARILOU C. DULCE	SPET II/SNED Coordinator
41.	BRENDA G. ALEGRE	Principal III
42.	APRYL R. NUESTRO	SPET-III / Key Teacher
43.	ROBIN E. MALLARI	Teacher I/ Receiving Teacher
44.	GUILBERT P. PAZ	Teacher I/ Receiving Teacher
45.	ROSALYN R. GALANG	Guidance Teacher
46.	RIEZL M. EMELO	Master Teacher II
47.	MARIBEL RICHELLE R. BAYOT	Principal IV
48.	SHELLIE N. ANGELES	SPET I
49.	ROWENA D. MAPANOO	Principal IV
50.	JANE J. BANTIGUE	Guidance Counselor
51.	QUENIE G. ESTUYE	Teacher III/ SNED Coordinator
52.	ILYN D. JADULAN	Teacher III
53.	RYAN S. CUTAMORA	OIC-Assistant Principal/Master Teacher II
54.	ERWIZA B. PELAYO	Teacher II/Guidance Teacher
55.	LYDIA ZITA A. MAÑIBO	Teacher II/SNED Coordinator
56.	VENEDICT S. LIM	Teacher II/SNED Coordinator
57.	JOSEPHINE M. GONZALES	School Principal I
58.	MARILYN B. LENGSON	Master Teacher II/Guidance Teacher
59.	RICHEL D. CENEDOZA	Teacher III / Receiving Teacher
60.	JAZZER C. CUARE	SPET I
61.	MERCEDITA C. VILLANUEVA	School Principal III
62.	VERONICA F. ROMANES	Master Teacher II
63.	ROWENA V. PEREA	Guidance Teacher
64.	MARIE APRIL D. RAMIREZ	Teacher I/ Receiving Teacher
65.	IRENE R. GEROY	School Principal III
66.	PILAR A. RAPSING	Teacher III/Guidance Teacher
67.	MARY CANE R. LUCAS	Master Teacher I
68.	LEAH JOY N. DIMAANO	Teacher II/Receiving Teacher
69.	FELINO B. SIDOCON JR.	Principal IV
70.	LEA T. STENING	Master Teacher II
71.	ROSALINDA D. TABADA	SPET II
72.	LOREN FRANCESCA C. CUSTODIO	SPET-III / Key Teacher
73.	FLORPINA B. GALAY	School Principal IV
74.	MYLENE R. DOLATRE	Master Teacher I
75.	MA. MARGARETTE Y. PANGILINAN	Teacher I/ Guidance Teacher
76.	CARMELYN C. LAYSA	SPET I
77.	ILUMINADA L. LOPEZ	School Principal III
78.	RENARY R. JAVONITALLA	Guidance Designate
79.	PAMELA MAYE S. VILLARUEL	SPET I
80.	AUBREY NICOLE T. TRINIDAD	Receiving Teacher
81.	ROWENA G. ERMITA	School Principal III
82.	REA G. RETOLLA	SNED Teacher
83.	CECILIA B. ALVAREZ	Receiving Teacher
84.	GINA J. MALIGAYA	Guidance Coordinator
85.	GLAIZA R. ENCARNACION	SPET II
86.	MIKA ELLA C. MARFIL	Teacher I/ Receiving Teacher

87.	DAISY C. BAGUIORO	School Principal II
88.	ELDEE C. SACLOLO	Teacher III/ Guidance Designate
89.	GINA C. PADUA	School Principal II
90.	EUFEMIA G. MARTINEZ	Teacher II/ Receiving Teacher
91.	GERALDINE S. CONSTANTE	Master Teacher II
92.	MAILYN M. PADILLA	Guidance Coordinator
93.	RAMUEL I. BERSAMIN	School Principal II
94.	SHERYLL F. MACATIGOS	Guidance Advocate
95.	MYRA A. ARELLANO	Teacher II/ Receiving Teacher
96.	LEILA P. REMIGIO	Master Teacher I

SDO CAVITE CITY

No.	NAME	POSITION/DESIGNATION
1.	MA. THERESA C. REMALLA	OIC-Assistant Principal
2.	MERCEDITA A. ASUNCION	Teacher I / Guidance Teacher
3.	MYLENE T. MOJICA	SPET III / SNED School Coordinator
4.	SHERILL G. YARZO	Teacher II - Receiving Teacher
5.	MARISSA M. ESTEBAN	HT VI- School SNED FP
6.	GENISIS F. DELA CRUZ	Guidance Counselor III
7.	KRISTINE DS. PANGANDOYON	Teacher II - Receiving Teacher
8.	JOANN A. OBIAS	SPET I - SNED teacher

SDO DASMARIÑAS CITY

No.	NAME	POSITION/DESIGNATION
1.	MARGARITA A. SAPIDA	Principal
2.	JEAN B. CAYABAN	Guidance Designated
3.	LUCIL R. UMALI	Master Teacher I
4.	JEVILYN M. SERRANO	Receiving Teacher
5.	LILYBETH A. VIDAL	Principal
6.	MYDEE M. OLAES	Guidance Designated
7.	JENNIFER B. POLO	Master Teacher I
8.	SUNSHINE M. LLEVA	Receiving Teacher
9.	REFUGIA D. DURAN	Principal
10.	ELPEDIO P. DUAVIS JR.	Guidance Designate
11.	ANNA KRISTINA I. TALADOC	Master Teacher I
12.	MERLINA E. DUA	Receiving Teacher

SDO BACOR CITY

No.	NAME	POSITION/DESIGNATION
1.	BENITA R. BORROMEO	Principal IV
2.	RANDY A. MAÑO	Master Teacher I
3.	JOCELYN M. LUCING	SNED Teacher
4.	EIRA N. FEOLINO	Guidance Advocate
5.	MARIVIC J. DINGLASAN	Principal III

6.	NIEVES H. FIGUEROA	Master Teacher I
7.	CHRISTINE JOY C. DELAPAZ	SPET I
8.	MARIA MOLLY D. MENDOZA	Guidance Advocate

SDO IMUS CITY

No.	NAME	POSITION/DESIGNATION
1.	DIVINA A. NARVAEZ	Principal IV
2.	MA. CRISTINA P. ZAGALA	Teacher III/Guidance Teacher
3.	MILDRED I. GABUAT	Master Teacher II
4.	NENITA P. SABATER	SPET III
5.	AIDA C. BELLON	Principal IV
6.	ANNA LEAH M. CRUZ	Master Teacher I
7.	LALLY S. RUBIO	Teacher I/Guidance Teacher
8.	CHRISTINE B. BUMANGLAG	SPET I

SDO GENERAL TRIAS CITY

No.	NAME	POSITION/DESIGNATION
1.	MARY ANN B. PASCUA	Principal
2.	FELICES CHRISTY C. CORDERO	Master Teacher
3.	HERMINIA S. RONZAIRO	SNET
4.	KRISTINE R. MABALAY	Guidance Designate
5.	FRANCIS VICTOR A. MEDRANO	Head Teacher II/ OIC
6.	ARMANDO S. URBIZTONDO	Head Teacher I/ Guidance Advocate
7.	KATHERINE Q. MEDRANO	Master Teacher I
8.	VHERONICA JOICE M. ORLANES	Teacher I
9.	MARK AIRON P. CREUS	Principal IV
10.	ANGELITA P. ALLAREY	Teacher III/Guidance Designate
11.	JENNIBETH D. ILAGAN	Master Teacher I
12.	IRENE M. DULAY	Teacher III / SNED Receiving Teacher

SDO LAGUNA

No.	NAME	POSITION/DESIGNATION
1.	MYLENE M. DIMACULANGAN	School Head
2.	CRYSEL C. BELARMINO	School Guidance Designate
3.	MARITES P. URGENA	Master Teacher
4.	DONALYN T. PALAPOZ	SPED Teacher
5.	MARICAR A. AFUANG	School Head
6.	DEBRA P. TARAN	School Guidance Designate
7.	LEONILA R. BAGUISA	Master Teacher
8.	MARY GERALDINE JOY B. ILAGAN	SPED Teacher
9.	MYLENE M. GUTIERREZ	School Head
10.	JORRAINE ANNE P. YOUSAF	School Guidance Designate
11.	ESTER G. BANAAG	Master Teacher

12.	PAMELA V. SUNIEGA	SPED Teacher
13.	ROSELYN A. OREJOLA	School Head
14.	MELY ANN D. VALENTE	School Guidance Designate
15.	PINKY C. GAHITE	Master Teacher
16.	JACQUILINE C. VALDOPENAS	SPED Teacher
17.	MARIEFE D. GRATUITO	School Head
18.	BEVERLY V. MAGNAYE	School Guidance Designate
19.	MELIZA D. ACOMULAR	Master Teacher
20.	SHYRILINE M. VERIDIANO	SPED Teacher
21.	FERDINAND P. CASTRO	School Head
22.	ERIKA N. SILVANIA	School Guidance Designate
23.	MARIVIC G. SUYOD	Master Teacher
24.	FERRY ROSE L. GOMEZ	SPED Teacher
25.	MAYRASOL O. HONRADE	School Head
26.	MA. CECILIA E. DAVID	School Guidance Designate
27.	JOEL A. DE CHAVEZ	Master Teacher
28.	GERALD JAY B. CREDO	SPED Teacher
29.	ROGEL E. BARCENAS	School Head
30.	NANCY D. GUTIERREZ	School Guidance Designate
31.	LEONISA ALEGRE MAGSIPOC	Master Teacher
32.	REVO M. BAYOT	SPED Teacher
33.	ROSIE C. ABAD	School Head
34.	DONNA R. ORAJAY	School Guidance Designate
35.	MARIA BELINDA V. BANSAG	Master Teacher
36.	CHARMAINE G. BIJER	SPED Teacher
37.	CAMILO R. ATIENZA JR.	School Head
38.	KATELYN U. TABIRAO	School Guidance Designate
39.	ALICIA B. ABEN	Master Teacher
40.	MICHIEL U. AQUINO	SPED Teacher
41.	GERALDINE F. DORADO	School Head
42.	NELIA A. CASTASUS	School Guidance Designate
43.	LOTIS P. SABINIANO	Master Teacher
44.	MARY DANE D. QUISAO	SPED Teacher
45.	MARIBETH M. CABISCUELAS	School Head
46.	SHEILA MARIE F. MAYANI	School Guidance Designate
47.	AILEEN L. AGUILAR	Master Teacher
48.	JUNIL B. ANCOG	SPED Teacher
49.	EDELITA L. ARTILLERO	School Head
50.	KHARLA RAPUNZYLLE A. TROVELA	School Guidance Designate
51.	ELPIDIA E. TROVELA	Master Teacher
52.	BELEN A. DE LOS REYES	SPED Teacher
53.	ERLINDA L. RAPIRAP	School Head
54.	ANNIE LEDA B. CORTEZ	School Guidance Designate
55.	GLENDA M. ARUEJO	Master Teacher
56.	MARIVIC S. CO	SPED Teacher
57.	ANTONIA H. QUIMERISTA	School Head
58.	JOANADINE E. DE VERA	School Guidance Designate
59.	VANGIE B. BHOPAL	Master Teacher
60.	DEMSIE C. ESTALILLA	SPED Teacher
61.	RAMONA C. BASA	School Head
62.	SEVERINA ROSSANA C. RAGRAGIO	School Guidance Designate

63.	PAMN FAYE HAZEL V. CABANERO	Master Teacher
64.	ELOISA FRANCES C. OPINIANO	SPED Teacher
65.	ALAN A. PARUNGAO	School Head
66.	CARMELA M. RENIVA	School Guidance Designate
67.	JASMIN V. RIVERA	Master Teacher
68.	MYRA D. VALENDON	SPED Teacher
69.	RHODA R. VILLANUEVA	School Head
70.	EMELITA B. CUATERNON	School Guidance Designate
71.	EMELINDA I. ADRALES	Master Teacher
72.	RHEA P. GO	SPED Teacher
73.	CARMELITA A. OLMEDA	School Head
74.	HARLEY QUEENIE C. FLORES	School Guidance Designate
75.	TEOFILA R. MEDINA	Master Teacher
76.	MICHELLE L. SAMONTE	SPED Teacher
77.	ELIEZER A. LACSON	School Head
78.	LADYAIRLYN A. MARALIT	School Guidance Designate
79.	SHIRLEY C. DELA CRUZ	Master Teacher
80.	JENNYFER S. CREDO	SPED Teacher
81.	THEA A. GALEMA	School Head
82.	EMMA RUTH G. CARPIO	School Guidance Designate
83.	MARY JEAN C. CASTRO	Master Teacher
84.	CES ARIANE S. LAURESTA	SPED Teacher
85.	ANNABELLE R. CASTRO	School Head
86.	JAMELA D. ARROYO	School Guidance Designate
87.	MIRIAM P. ZARA	Master Teacher
88.	MARIFFI B. ONGTANGCO	SPED Teacher
89.	LOREDEL C. GECALAO	School Head
90.	RAYLENE C. AYUSON	School Guidance Designate
91.	GINA S. CAYCHINGCO	Master Teacher
92.	CHERRY ANN S. GAYETA	SPED Teacher
93.	ELSA AURA V. PLETO	School Head
94.	JOCELYN Y. REBONG	School Guidance Designate
95.	ROCELYN G. PRECIOSA	Master Teacher
96.	GEMARIE S. CODIAM	SPED Teacher

SDO CALAMBA CITY

No.	NAME	POSITION/DESIGNATION
1.	JOCELYN V. REYES	Principal IV
2.	ANGELIQUE JOY V. REYES	Teacher I
3.	CARMELITA ALVAREZ	Teacher I
4.	JENNIFER MONTANA	Guidance Designate
5.	LORNA T. ALCOVER	Principal III
6.	ANGÉLICA M. GECOLEA	Teacher I
7.	SARAH JANE F. ALIGNAY	Teacher III
8.	NERRISSA P. ROMERO	Guidance Designate
9.	ARLENE M. AALA	PRINCIPAL I
10.	GERALDINE T. HERNANDEZ	MASTER TEACHER I
11.	MA. JENNIFER B. LIBERO	SPECIAL EDUCATION TEACHER I
12.	MARICEL P. PEREZ	TEACHER I

13.	WILLIAM B. BARTOLOME	Principal III
14.	IRENE LOURDES BERNADETTE D. MEDRANO	SPECIAL EDUCATION TEACHER III
15.	TEODOCIA E. DUNGO	Guidance Designate
16.	AVEGAEL B. RIVERA	Teacher III

SDO SAN PABLO CITY

No.	NAME	POSITION/DESIGNATION
1.	SHERIDAN P. MOLINA	School Head
2.	MARILYN B. BEJO	Master Teacher
3.	BERLYN S. DUHA	Guidance Coun. designated
4.	REDILYN T. ABETO	Inclusive Coordinator
5.	PETRICK HENRY L. ILAGAN	School Head
6.	JENELYN A. SAMSAMAN	Master Teacher
7.	RECHEL A. RIVERA	Guidance Coun. designated
8.	MARINELA S. ALCANTARA	Inclusive Coordinator
9.	RHODORA V. DELFINO	School Head
10.	ENRIQUE A. DIOSO	Master Teacher
11.	MA. VINIA E. MARCELINO	Guidance Coun. designated
12.	APRIL EVITTAH A. ESEO	Inclusive Coordinator
13.	FEDERICO A. MURILLO	School Head
14.	YANILY PANGANIBAN	Master Teacher
15.	REBEKAH CLARA S. ABAIRO	Guidance Coun. designated
16.	VIVIAN ARO	Inclusive Coordinator
17.	CHRISTOPHER M. PALACIO	School Head
18.	VILMA L DIMAISISP	Master Teacher
19.	MA. JOSELLA D. VELASCO	Guidance Coun. designated
20.	BABYLENE A. PALMA	Inclusive Coordinator

SDO STA. ROSA CITY

No.	NAME	POSITION/DESIGNATION
1.	CHERYL C. CARPENA	Principal II
2.	RIVA RONQUILLO	Guidance Coordinator
3.	ORLEAN DELOSO	Master Teacher II
4.	CHERLIE M. TIAMSON	SPED Teacher II
5.	MARY JANE I. MACALINAO	Guidance Coordinator
6.	JONA L. CASTRILLO	Principal IV
7.	CHRISTIANNE HANA CONCEPCION G. CANONIZADO	Master Teacher I
8.	SHERRY ANN G. BADAJOS	SPED Coordinator
9.	FABIE M. PASILAN	Principal I
10.	MARIA HEART TIANES	SNED Coordinator
11.	ANGELO M. GASPILO	Head Teacher I
12.	HAZEL V. CABALLERO	Guidance Coordinator - Teacher Designate

SDO BIÑAN CITY

No.	NAME	POSITION/DESIGNATION
1.	ANA MARIE S. SILDO	Teacher 1
2.	MA. ELEANOR MAALA	Teacher II
3.	ROSELLE A. GAVERIA	Teacher 1
4.	ABNER A. CAYA	Teacher II
5.	GERARDO B. REY	Principal 1
6.	RON LEMUEL I HERNANDO	Teacher 1
7.	ANNA MARIE T. MANDAPAT	Teacher III
8.	JEANNELYN A. GARROL	Teacher I
9.	JENNIFER P. FAJIMOS	Teacher
10.	JOAN Q. BARTOLOME	Teacher
11.	ROSHELLE A. CUAREZ	Teacher
12.	ALYSSA MARIE M. CASUPANG	Teacher 1
13.	RHEA D. BILBES	EPS

SDO CABUYAO CITY

No.	NAME	POSITION/DESIGNATION
1.	SHEM JOSEPH B. ALDUEZA	Psychologist I
2.	CLARICE FRANCESCA L. CANTILLANO	Physical Therapist I
3.	BLESSY ANN JANE D. MANTALA	Nurse I
4.	JERAHMEEL S. LAVIÑA	Psychometrician
5.	FLOREJANE C. TOLOSA	SPET II
6.	MA. ELSA P. BUENAAGUA	SPET II
7.	HAYDE D. LORIO	SPET I
8.	ELVIRA C. DATU	Guidance Advocate
9.	ANGELI C. QUIDATO	SNED Teacher
10.	CHRISTINE FAYE L. CANTILLANO	SPET I
11.	LORETO P. REGIO	Guidance Counselor
12.	ROSEMARY P. LANDAN	SNED Teacher
13.	PHILIP D. CRUZ	Education Program Supervisor

SDO SAN PEDRO CITY

No.	NAME	POSITION/DESIGNATION
1.	JODELYN D. LABAD	PRINCIPAL II
2.	CRISELDA S. REYES	MASTER TEACHER II
3.	JOFER B. BERNAL	SPET III
4.	MARICEL B. ANCIANO	TEACHER II
5.	JANETTE B. SENARILLOS	PRINCIPAL IV
6.	CHERRYL C. LORESCA	GUIDANCE COUNSELOR III
7.	JOEL G. MUSTAR	SNED COORDINATOR /RECEIVING TEACHER
8.	LAARNI B. MONTEROLA	RECEIVING TEACHER
9.	VERONICA Y. REJUSO	RECEIVING TEACHER
10.	RYAN S. BATANGANTANG	HEAD TEACHER III

**Regional Training on School Personnel on SNED Individualized
Education Plan (IEP) and Creation of School-Based
Multidisciplinary Team (MDT)**

BATCH 3

November 13-15, 2025

M.I. Sevilla Resort, Brgy. Domoit, Lucena City, Quezon Province

SDO BATANGAS PROVINCE

No.	NAME	POSITION/DESIGNATION
1.	PRIMILA A. MENDIOLA	Teacher I
2.	ELIZABETH P. MACALINCAG	MASTER TEACHER I
3.	ELENITA J. HERNANDEZ	SCHOOL GUIDANCE COUNSELOR/DESIGNATE
4.	MARIA EMMA CARIDAD A. TENORIO	OIC - MASTER TEACHER I
5.	RACHELLE G. MASUAY	Teacher I
6.	GINA D. BAUTISTA	Master Teacher II
7.	LOIDA D. INCIONG	Teacher III/ Guidance Designate
8.	REYNALYN S. MENDOZA	Principal II
9.	EDNA D. GAMO	Teacher III
10.	JAY-AR A. TENORIO	SPECIAL EDUCATION TEACHER I
11.	TOMASA A. GARCIA	Principal III
12.	JOSELYN C. VEGA	Master Teacher 1/ ICT school Coor
13.	DR. VICKY P. DE TORRES	PRINCIPAL IV
14.	OFELIA E. CHUA	MASTER TEACHER I
15.	JOCELYN D. ROBLES	T111/ Guidance Teacher
16.	MARY GRACE B. CABRERA	TEACHER 1
17.	CHELSEY L. ULANDAY	SPET 2
18.	HAYDEE B. BINTER	SPET 2
19.	MARYJANE B. PRIGO	Teacher III/ Guidance Designate
20.	ROSALINDA V SANCHEZ ,EdD	P-IV
21.	ANNALIZA A. DE SAGUN	Master Teacher I
22.	EVANGELINE L. OCAMPO	Principal II
23.	ANGELYN M. VERGARA	SPET II
24.	MARIA CORAZON A. CAPINPIN	School Guidance Designate
25.	DIONISIO D. CRUZAT	Principal III
26.	LORENZ AIRA L. MARANAN	SPECIAL EDUCATION TEACHER I
27.	MARISSA C. CAIMBON	MASTER TEACHER I
28.	OFELIA M. HERNANDEZ	Teacher III /School Guidance Designate
29.	JULIET J DIMACULANGAN	Principal II
30.	LOVELY M. BARRION	SPET I
31.	RUBY D. ESCABOSA	MASTER TEACHER I
32.	PERLA P. SILVA	Master Teacher I
33.	REMEDIOS D. SAMANIEGO	MASTER TEACHER II

34.	JOSELYN D. ORENCE	Master Teacher 2
35.	NOEL C. ASEREMO	Principal I
36.	ROWENA B. PORIO	Teacher III
37.	BELEN P. TERRAGO	PRINCIPAL-II
38.	LEOVINA D. GARCIA	MT-I/ GUIDANCE DESIGNATE
39.	KRISTINE JOY R. CARSOCHO	T-III
40.	MYRA S. ATIENZA	SPECIAL EDUCATION TEACHER I
41.	ZENaida G. GUTIERREZ	Principal III
42.	ANGELENE R. LOJO	Master Teacher I
43.	REALYN M. GONZALES	SPET I
44.	EDEN MELANIE A. MAGPANTAY	SPET-II
45.	MA. MICHELLE D. BALLELOS	SPET 1
46.	GLORIA E. APACIBLE	Teacher III / Guidance Designate
47.	GINA M. ASEREMO	School Principal IV
48.	ELSA B. MARCELLANA	MASTER TEACHER I
49.	CONSTANCIA A. PEREZ	Principal IV
50.	ANNABELLE E. DILAY	MASTER TEACHER 1
51.	VIOLETA M. GUERRA	Spet3
52.	VALENTINA G. PEREZA	GUIDANCE DESIGNATE
53.	TORIBIA B. COZ	Principal IV
54.	LUZMINDA E. DOBLE	Teacher III / Guidance Teacher
55.	MARY ANN S. BABARAN	Master Teacher I
56.	LUCIA G. ALCANTARA	SPECIAL NEEDS EDUCATION TEACHER III
57.	JENNIFFER M. ARIOLA	Principal III
58.	MARJORIE ANNE D. BELGA	SPECIAL EDUCATION TEACHER I
59.	MYLA L. BISCOCHO	Master Teacher 1
60.	JUSTINE M. DE CASTRO	TEACHER I
61.	LOUIE L. ALVAREZ	Principal III
62.	SHIELA C. BANAAG	TEACHER III
63.	DEBRALYN T. NESNIA	SPET 1
64.	PRINCESS PAOLAH L. DE GUZMAN	Master Teacher I
65.	SHERLINA P. BIROT	Guidance Designate
66.	RACHELL ANNE R. ALFONSO	Teacher III
67.	ANLYN P. BAESA	MASTER TEACHER I
68.	GELYN L. JONSON EdD	School Principal II
69.	LINA M. MAGOLING	Principal Iii
70.	JUDY ANN V. BATHAN	SPET-I
71.	ROSEL D. CARMONA	MASTER TEACHER II
72.	LEONISA A. PELINGON	TEACHER III
73.	JOY M. GALLON	School Principal I
74.	MADEL P. SALCEDO	Teacher III/ Guidance Designate
75.	JOSYL C. ARANAS	Teacher I
76.	ANALYN L. MANALO	Master Teacher 1
77.	ANNALYN E. JUSI	Spet-I
78.	LENIE MARAMOT BAUTISTA	TEACHER 3/ GUIDANCE DESIGNATE
79.	ARLYN C. BUELA	Master Teacher 1

80.	GILMA C. PORLEY	PRINCIPAL IV
81.	NINO A. VIARO	Head Teacher III
82.	GEMMA D. CABRERA	Master Teacher 1
83.	JOVITA A. UMALI	MASTER TEACHER I
84.	ANGIE ROSE G. CREUS	SPET 1
85.	ARMIDA SANDOVAL ESTACIO	TEACHER III
86.	EVANGELINE E. SANDOVAL	School Guidance Designate
87.	BRENDA R. MENDOZA	MASTER TEACHER 1
88.	OFELIA M. DEL MUNDO	PRINCIPAL III
89.	DORIS B. PANOPIO	Principal II
90.	SUZETTE A. ALBO	Teacher III
91.	LOURDES A. BALITA	Master Teacher I
92.	BRAULIA ADALIA AGILLON	TEACHER III
93.	GILBERTO L. PEREZ	SCHOOL PRINCIPAL III
94.	JENNYLINE T. VILLALOBOS	SPET 1
95.	TESSIE T. MORCILLA	MASTER TEACHER I
96.	CHARINA ANNE ROSE M. VALENCIA	TEACHER III GUIDANCE DESIGNATE
97.	FELISA D. GUIA	SPET III
98.	EDNA C. ILAGAN	Principal III
99.	JENETH A. CASTILLO	Master Teacher 2
100.	EVELYN V. MARANAN	Teachers III/Guidance Designate
101.	NERISSA C. GAMBOA	Teacher III/School Guidance Coordinator
102.	MARILOU O. SOLIS	HEAD TEACHER III
103.	MICHELLE ANNE M. CALINISAN	TEACHER II
104.	ADELAIDA D. MAYUGA	Master Teacher 1
105.	PATRICIA RUTH A. PANGANIBAN	SPET I
106.	LOUELLA J. OLBOC	SPET III
107.	PAULINA E. GALIT	Master Teacher II
108.	MARISSA C. BETCHAIDA	Principal III
109.	BENILDA A.ATIVO	Master Teacher I
110.	MARIA BELEN L. DASTAS	SPET- 1
111.	RUFINA B. SAMONTE	PRINCIPAL IV
112.	NERILYN C. CALBAYAR	TEACHER III
113.	JOANNE KRISTINE V. QUINTO	Teacher I
114.	HERBERT A. SALVA CRUZ	Principal I
115.	MARILYN A. HERNANDEZ	TEACHER III
116.	MERLITA P. DE TORRES	MASTER TEACHER I
117.	Dr. ELENITA D. DIMAYUGA	School Head
118.	LIZA O. BRIONES	SPET I
119.	JUVY M. GAMLANGA	Master Teacher II
120.	MARIA ELOISA MALALUAN	Guidance Designate
121.	JOSEPHINE H. ARNIGO	Principal IV
122.	GEREN N. GARCIA	SPET III
123.	MARY GRACE MABANSAG PESTANIO	Teacher III
124.	FLORA L. CABARTEJA	Master Teacher II
125.	MINERVA L. MAGNAYE	Master Teacher I
126.	ALELI M. VELASQUEZ	SPET I
127.	IRENE B. NAKPIL	Principal IV
128.	ARLENE M. ATIENZA	TEACHER III

129.	MARIA FE A. ALVAREZ	HEAD TEACHER I
130.	MICHELLE M. REYES	TEACHER 1
131.	HANNAH MAE A.BAGOS	Teacher II
132.	MICHELLE M. REYES	TEACHER 1
133.	MARILYN C. MARASIGAN	PRINCIPAL IV
134.	EDMOND R. ESCABOSA	Master Teacher I
135.	DONNA R.HORNILLA	Teacher III
136.	DOROTHY C. CHAVEZ	SPET I
137.	IMELDA C. TAPERO	Principal III
138.	MYLINE B. LITONG	TEACHER III
139.	JEANNETTE E. REYES	SPET I
140.	JOY P. MENDOZA	TEACHER III
141.	PERLA M. ANG CAYA	Teacher II/Guidance designate
142.	EUFROCINO C. ERNA	Head Teacher III
143.	GEMMA C. DIMACULANGAN	PRINCIPAL II
144.	LENNY P. SALIGAO	Master Teacher I/Guidance Designate
145.	MERCY S. ARELLANO	Master Teacher 1
146.	MARY ROSE D. CLERIGO	SPET I
147.	MICHAELA I. LIMBO	OIC/T-III
148.	ROWENA M. PENDEL	TEACHER III
149.	ELSA P. PATRON	Special Education Teacher I
150.	ROBINA C.CAPONPON	Master Teacher II
151.	MARITES C. PASIGPASIGAN	TEACHER III/SCHOOL GUIDANCE ADVOCATE
152.	MARITES A. ALCANCES	Teacher II
153.	MARICEL A. MAGSOMBOL	MASTER TEACHER I
154.	ROMANA M. HERNANDEZ	Principal III
155.	GENEFER M. PESIGAN	Master Teacher II
156.	SUSANA E. CASALME	Principal III
157.	LIWAYWAY T. BON SOL	Teacher III/School Guidance Designate
158.	RINA B. DE SAGUN	T-1
159.	NINA D. DIMACULANGAN	PRINCIPAL IV
160.	EMELIE O. MARQUEZ	MASTER TEACHER I
161.	MARIA LAUREEN G. BEREDO	Teacher III
162.	YOLY Y. MENDOZA	Teacher III
163.	JOY A. GONZALES	SPET 1
164.	ALONA V. SALAZAR	MASTER TEACHER I
165.	ELISA D. BAGOS	Teacher III/Guidance Designate
166.	MYLENE B.BATHAN	Principal III
167.	NELLIE JANE P. ALCAZAR	Special Education Teacher II
168.	ROSEMARIE C. DEL MUNDO	TEACHER III/GUIDANCE DESIGNATE
169.	JENNIFER H. CABELLO	Principal III
170.	CECILIA C.MAALA	MASTER TEACHER II
171.	LOIDA P. ROSALES	PRINCIPAL IV
172.	RAQUEL T. REYES	Guidance Advocate
173.	JAQUELINE C. CABUNGCAL	Teacher III/ receiving teacher
174.	IRENE M. CASAPAO	Master Teacher II
175.	MARY JANE E. BACAY	Principal II

176.	LIGAYA GUIA MENDOZA	MASTER TEACHER
177.	NELLIE B. ACOSTA	SCHOOL GUIDANCE DESIGNATE
178.	MIRALYN M. ENCENA	SPET 1
179.	ANALIZA P. GALICIA	TEACHER III
180.	BELINDA D. ARELLANO	Principal IV
181.	AIZA A. SEDIGO	Teacher 1
182.	TEODORA M. MACATANGAY	MASTER TEACHER I
183.	ROSCHEL G. MULINGBAYAN	Guidance Designate
184.	RUUILANDO A. VILLALOBOS	Head Teacher III
185.	MARILLOU T. SARA	PRINCIPAL IV
186.	AMELIA C. VILLALOBOS	Teacher II/Guidance Advocate
187.	CRISTETA L. BON SOL	MASTER TEACHER II
188.	MAYROSE P. BARRO	SPET 1
189.	MARY GRACE L. MENDOZA	PRINCIPAL IV
190.	MIA COLLEN E. ATIENZA	SPECIAL EDUCATION TEACHER III
191.	JANETTE S. CUEVAS	MASTER TEACHER I
192.	MYRA L. GALLIVO	Master Teacher 1/School Guidance Designate
193.	ARDELYN C. GURTIZA	SPET 1
194.	MARIVEL V. DELA VEGA	TEACHER III
195.	SIENA GRACE V. ATIENZA	Master Teacher I
196.	MA. CECILIA P. SEVILLA	Principal II
197.	AURELIA A. AGUILA	Principal IV
198.	RUBY ANN O. SILANG	Teacher III
199.	FLORENTINA A. DE QUINA	Master Teacher I
200.	JOVELYN A. CRUZAT	Teacher III/Guidance Designate

SDO BATANGAS CITY

No.	NAME	POSITION/DESIGNATION
1.	ANGELINA B. PERADILLA	Principal
2.	ANTHONY M. LOPEZ	Guidance Coordinator
3.	DIVINE GRACE A. DELA CRUZ	SPET 1
4.	RIZA F. BABASA	Gen. Educ. Teacher
5.	RICA A. SUAREZ	Principal
6.	JASMIN M. CONTRERAS	Master Teacher
7.	GEMMA C. CLAVERIA	Gen. Educ. Teacher
8.	ABIGAIL B. PAMPLONA	SPET 1
9.	JANE L. ANTE	School Head
10.	ANALY B. PAZ	Guidance Coordinator
11.	MICHELLE P. FADERAGAO	SPET 1
12.	NOILYN D. ASTOR	Gen. Educ. Teacher
13.	MILAGROS C. CALINGASAN	School Head
14.	LORNA P. ARAJA	Guidance Coordinator
15.	MANILYN D. MENDOZA	SPET 1
16.	LORETA M. BERON	Gen. Educ. Teacher
17.	LEONCIA B. ESPINA	School Head

18.	ABIGAIL O. CATIBOG	SPET 1
19.	RONALYN M. DE GUZMAN	Guidance Coordinator
20.	ROBELYN D. BARAERO	Gen. Educ. Teacher
21.	EVELYN E. DELOS REYES	School Head
22.	MARICEL A. MARANAN	Guidance Designate
23.	JANICE F. FADERA	SPET 1
24.	RAQUEL E. MADRIGAL	Gen. Educ. Teacher
25.	AIDA C. GUTIERREZ	Principal IV
26.	SHEENA WELLA G. ARGUELLES	Guidance Coordinator III
27.	RHEA R. LUANSING	SPET 1
28.	HAZEL D. PEREZ	Teacher III

SDO LIPA CITY

No.	NAME	POSITION/DESIGNATION
1.	LIZA O. CALIBARA	Principal IV
2.	RIA D. CATINDIG	Teacher III/ Guidance Designate
3.	KRYSTINE B. PROMENTILLA	SPET III/ Key Teacher
4.	MARJORIE M. GARLITOS	Teacher II/Receiving Teacher
5.	ROBERTO B. RODRIGUEZ	Principal III
6.	RAMIL L. GONZALES	Teacher III/Guidance Designate
7.	CARMELITA D. REYES	Master Teacher I/ Recieving Teacher
8.	AILYN L.BAUTISTA	Teacher III/Receiving Teacher
9.	MELANIE AN P. CARANDANG	Principal III
10.	LOVELLY F. LAT	Teacher I
11.	JOHARA U. GONZALES	Teacher I
12.	AURELIO M. BRIONES	Head Teacher III
13.	RENATO F. FAJUTAGANA	Principal III
14.	Ma. DHELMA O. PIELAGO	Teacher III/Guidance Designate
15.	MICHELLE GLADYS M. LOMEDA	SNED Teacher III/Key Teacher
16.	MARY JANE O. VILLOSTAS	Teacher III/Receiving Teacher
17.	MARIBEL T. LESCOANO	Principal IV
18.	AMOR M. LOISAGA	Teacher III/Guidance Designate
19.	ROWENA C. BATHAN	SNED Teacher III/Key Teacher
20.	CHARLENE KATE M. TORRES	SNED Teacher I/Receiving Teacher
21.	TERESITA O. BRUCAL	Principal I
22.	JENNIE P. DELA ROCA	Teacher II/Receiving Teacher
23.	NORA M. VILLAVICENCIO	Principal IV
24.	MEL JOY L. DIMAANO	Teacher III/Receiving Teacher

SDO TANAUAN CITY

No.	NAME	POSITION/DESIGNATION
1.	EVELYN A. FANO	Education Program Supervisor
2.	ENRICO O. OPULENCIA	Head Teacher-I
3.	CATHERINE T. CUNAHAP	Teacher-III
4.	RAQUEL M. ESCABEL	Teacher-III
5.	GINA A. TENORIO	Teacher-III
6.	ALLEN FRIENTH C. PAMPLONA	Head Teacher-I
7.	GLADYS L. MENDOZA	Teacher III
8.	MELODY C. RAMILO	Master Teacher I
9.	JOYCE ANN M. OCAMPO	Teacher III
10.	MARY ANN M. ENCISO	SPET III
11.	LOVELY MAY D. ACOSTA	Teacher II
12.	KENNETH D. LAT	Teacher III/Guidance Designate
13.	MARITES O. MIRANDA	Principal
14.	CRISTINA C. CASTOR	Teacher III
15.	MAYLENE M. CRISTOBAL	Master Teacher I
16.	DAISY A. DESEPEDA	Teacher III

SDO STO. TOMAS CITY

No.	NAME	POSITION/DESIGNATION
1.	MARITES Q. BALBA	EPS
2.	EMELDA H. MALOLOS	PRINCIPAL IV
3.	JULIETA D. DE LEUS	MASTER TEACHER 1
4.	JEMUEL B. BERNABE	SPECIAL EDUCATION TEACHER 1
5.	CHRISTINE G. DELIMA	SCHOOL GUIDANCE
6.	MARIA LEILA P. CATAPANG	PRINCIPAL IV
7.	MARIA SIENNA MALVATAAN	MT II/ SCHOOL GUIDANCE
8.	MERCY CABAL	MASTER TEACHER 1
9.	CRISHIA MICCA M. PITOGO	SPECIAL EDUCATION TEACHER 1

SDO CALACA CITY

No.	NAME	POSITION/DESIGNATION
1.	LUWELA V. MACALINDONG	Principal IV
2.	MARICEL A. SALVA	Teacher III/Guidance Coordinator
3.	JOAN REYES	SPET I
4.	JUANA C. BAUTISTA	Master Teacher II
5.	JOE M. ARENAS	Principal IV
6.	AIRENE Y. GATDULA	Teacher III/Guidance Coordinator
7.	RHEA D. HERNANDEZ	SPET I
8.	DOROTEA M. MARASIGAN	Master Teacher I

Enclosure 2. Regional Technical Working Group

**Regional Training on School Personnel on SNED Individualized
Education Plan (IEP) and Creation of School-Based
Multidisciplinary Team (MDT) Batch 1-3**

M.I. Sevilla Resort, Brgy. Domoit, Lucena City, Quezon Province

A. Regional Technical Working Group	
Name	Position/ Designation
Chairperson	
VIERNALYN M. NAMA	CLMD Chief ES
Vice-chairperson/ Focal Person	
PHILIPS T. MONTEROLA	ALS Regional Coordinator
EUGENE RAY F. SANTOS	EPS
Regional Technical Working Group	
KHARL CHRIS-AN M. AQUINO	Technical Assistant II
JOHN CHRISTIAN P. GALVEZ	Technical Assistant I
MIKAELA PAULA MARIE E. MONTILLA	Technical Assistant I

B. Resource Persons	
DR. JEROME T. BUENVIAJE	Assistant Secretary, Learning System
ATTY. ALBERTO T. ESCOBARTE, CESO II	Regional Director
DR. LOIDA N. NIDEA, CESO V	Assistant Regional Director
DR. VIERNALYN M. NAMA	CLMD Chief ES
DR. MYRA T. TANTENGCO	UP Diliman- College of ISNED
ASST. PROF ELAINE A. DOROJA	UP Diliman- College of ISNED
DR. LUTZE-SOL APLAON VIDAL	UP Diliman- College of ISNED

C. ISNED Education Program Supervisor/ Focal Persons	
ROWELA M. CAPERINA	Lucena City
MARCELA Z. DELA CRUZ	Cavite City
PHILIP D. CRUZ	Cabuyao City
MARITES Q. BALBA	Sto. Tomas City
RODERICA R. CAMACHO	Laguna Province
MELANIE AN P. CARANDANG	Lipa City
ROSALINA H. PANGANIBAN	Batangas City
CRISELDA D. MORESCA	San Pablo City
ANNIE C. MARAAN	General Trias City
MILDRED Z. GALLEN	Tayabas City
JOSEPHINE M. MONZAGA	Cavite Province
NIDA C. SANTOS	San Pedro City
MERCY R. VILLANUEVA	Batangas Province
MARIBEL M. DE VERA	Santa Rosa City
EVELYN A. FANO	Tanauan City
ARCELI G. TEJADA	Rizal Province
RAQUEL I. BLONES	Bacoor City
RIZA C. GARCIA	Imus City
ENELYN T. BADILLO	Calamba City

RHEA DM. BILBES	Biñan City
JOAN ALEJAIDA R. MAUHAY	Quezon Province
JESSIE LAYUGAN	Dasmariñas City
MERLITA SAYAGO	Antipolo City
LUWELA MACALINDOG	Calaca City

D. Documenter/ Minute Taker (BATCH 1)	
NIMPHA L. REYES	PSDS
RUTH B. SON	PSDS
BERNA R. BARRENO	Principal I
ERIC V. MORNAOL	Principal I
MARY GRACE COLLANTES	Master Teacher I
DON KIRBY M. ALVAREZ	Teacher II

Documenter/ Minute Taker (BATCH 2)

MHYLEN CALLOS	PSDS
ALARICE C. BANASIHAN	Master Teacher I
MYDEL ROZUL	Receiving Teacher
REN PEJI	Receiving Teacher
LAARNI B. MONTEROLA	Receiving Teacher

Documenter/ Minute Taker (BATCH 3)

MYRASOL D. BELTRAN	Master Teacher II
RUSSELL L. PEREZ	Principal II
JOCELYN D. NAVARETE	Principal I
LEA C. MACALALAD	Head Teacher

Enclosure 3. Indicative Program of Activities

3 DAY MATRIX
Regional Training on School Personnel on SNED Individualized
Education Plan (IEP) and Creation of School-Based
Multidisciplinary Team (MDT) Batch 1-3
M.I. Sevilla Resort, Brgy. Domoit, Lucena City, Quezon Province

Day 1		
Time	Sessions/Activities	Person-in-Charge
7:00 – 8:30	ARRIVAL/REGISTRATION	PMT
8:30 – 9:30	OPENING PROGRAM	
9:30 – 10:00	SNACKS	PMT
10:00 -12:00	Learner Diversity and Inclusive Education	UP ISNED
12:00 – 1:00	LUNCH	PMT
1:00 – 1: 15	MANAGEMENT OF LEARNING	PMT
1:15 – 3:00	Inclusive Education in Calabarzon Workshop: Addressing Elephants	UP ISNED
3:00 – 3:15	SNACKS	PMT
3:15 – 4:15	Assessment of LWD: Intro, Tools and Strategies	UP ISNED
4:15 – 4:30	Session Announcements	PMT
4:30 – 5:00	ROOM ASSIGNMENTS & CHECK-IN	PMT
Day 2		
Time	Sessions/Activities	Person-in-Charge
7:45 – 8:30	Management of Learning	PMT
8:00 – 10:30	Assessment of LWD: Procedure, Guidelines and Reporting	UP ISNED
10:30 – 10:45	SNACKS	PMT
10:45 – 12:15	The PDSP Workshop: Crafting the PDSP	UP ISNED
12:15 – 1:15	LUNCH	PMT
1:15 – 2:15 PM	Workshop: The Continuum of Skills	UP ISNED
2:15 – 3:15 PM	The IEP: Goal-setting	UP ISNED
3:15 – 3:30 PM	SNACKS	PMT
3:30 – 4:30 PM	The IEP: Activity Planning	UP ISNED
4:30 – 5:00 PM	SESSION ANNOUNCEMENTS	PMT
Day 3		
Time	Sessions/Activities	Person-in-Charge
8:00 – 8:30	Management of Learning	PMT
8:30 – 9:40	The IEP: Mastery Setting	UP ISNED

9:45 – 10:15	SNACKS	PMT
10:15 – 12:15	Workshop: Crafting the IEP	UP ISNED
12:15 – 1:00	LUNCH	PMT
1:00 – 1:30	Open Forum	UP ISNED
1:30 – 2:00	Workshop: Crafting the IEP	UP ISNED
2:00 – 2:45	Presentation of Outputs	UP ISNED
2:40 – 3:15	CLOSING PROGRAM	PMT
	Thank you!	

*Enclosure 4***TERMS OF REFERENCE**

The Training Management Team shall be responsible for the entire training from the venue to the logistics needed.

A. The Training Management Chairperson and Vice-Chairperson shall:

- prepare the ATC, RBA, proposal, memorandum and Authority to Procure;
- Coordinate with the training venue management and prepare the contract for the event;
- Coordinate with the Supplies Officer for the supplies needed;
- Conduct meetings with the facilitators;
- Lead the review and evaluation of the presentation to be used for the activity;
- Oversee the conduct of the activity; and
- Lead the team in the conduct of debriefing sessions.

B. The Members of the TWG shall:

- Prepare the completion report;
- Prepare the contract and supplies;
- Prepare the room listing;
- Coordinate with the moderator regarding the materials needed for the workshop and the documents needed to be accomplished daily;
- Prepare the documents needed for the payment/liquidation;
- Prepare and print certificates of recognition, participation and appearance; and
- Submit the needed requirements to respective functional divisions after the conduct of the activity.

C. The Resource Persons shall:

- Prepare the presentation slide deck;
- Deliver the assigned topic convincingly;
- Provide instructions and inputs during the training;
- Ensure maximum participation and learnings from the participants; and
- Answer all the queries and questions of the participants satisfactorily.

D. The Facilitators shall:

- Lead the MOL;
- Check the attendance;
- Introduce the participants and resource speakers;
- Lead the FGD;
- Prepare materials needed for the workshop;
- Facilitate the collection and presentation of outputs;
- Give the synthesis;

- Ensure maximum & active participation of the participants; and
- Address all concerns of the participants;

E. The Documenter/ Minute Taker shall:

- Document agreements, issues and concerns, important scenario or proceedings during the training; and
- Submit the newsletter at the end of the training.

F. The Participants shall:

- Always observe punctuality and mutual respect;
- Follow the house rules and regulations of the venue;
- Attend and participate actively in all engagements and activities;
- Secure and submit all necessary forms and other documents necessary;
- Report any significant event related to the activity; and
- Submit all the target outputs on time.



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON



CLMD-IOCL01-2025-366

August 29, 2025

ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director

Sir:

Greetings of Peace!

Pursuant to RA 11650, also known as "An Act Instituting a Policy of Inclusion and Services for Learners with Disabilities in Support of Inclusive Education" and in support to the MATATAG Agenda, Curriculum and Learning Management Division shall conduct the **Regional Training on School Personnel on SNED Individualized Education Plan (IEP) and Creation of School-based Multidisciplinary Team (MDT)- Batch 1** on September 11-13, 2025 at Sevilla Hotel and Garden Resort, Brgy. Domoit, Lucena City.

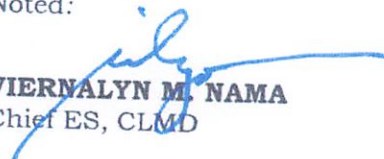
Unfortunately, the date of this activity coincides with the **QAD-OM-2025-162** titled: **Conduct of National Quality Management System (NQMS) Recertification Audit and Special Management Review**, which requires all personnel to be present in the office. Hence, we would like to seek permission to pursue the activity due to the reason of availability of the Resource Speakers from UP Diliman – College of ISNED.

Thank you very much for your kind consideration.

Very truly yours,


PHILIPS T. MONTEROLA
SNED Regional Coordinator

Noted:


VIERNALYN M. NAMA
Chief ES, CLMD

Approved:


ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director

02/ROC18



Address: Gate 2, Karangalan Village, Cainta, Rizal
Telephone No.: 02-8682-2114
Email Address: region4a@depd.gov.ph
Website: depedcalabarzon.ph



Certificate No. PHP QMS
22 93 0085