



Republic of the Philippines
Department of Education
 REGION I
 SCHOOLS DIVISION OF VIGAN CITY

DIVISION MEMORANDUM

No. 497, s. 2026

**CONDUCT OF CONSULTATION ASSESSMENT OF LEARNERS WITH
 MANIFESTATION OF LEARNING DIFFICULTIES AND
 DEVELOPMENTAL CHALLENGES**

To: Assistant Schools Division Superintendent
 Chief Education Supervisors-CID and SGOD
 Public Elementary, Secondary & Integrated School Heads
 All Others Concerned

1. In line with the effective utilization of the downloaded Special Needs Education (SNED) Program Support Fund (PSF), a consultation assessment shall be conducted by duly licensed medical and allied medical specialists for identified learners who exhibit manifestations of learning difficulties and developmental challenges.
2. The enclosed schedule of assessment should be strictly observed to ensure the orderly and efficient conduct of the activity.
3. To ensure proper coordination and facilitation, all concerned are reminded of the following:
 - a. Only learners with signed parental consent shall be accommodated for the assessment.
 - b. Each learner must be accompanied by a parent or legal guardian on the day of the consultation assessment.
 - c. Strict adherence to the assigned schedule is expected to maintain order and avoid unnecessary delays.
4. School SNED Coordinators and LGU-funded SNED Teachers shall inform and prepare the concerned learners and their families for the activity and shall accompany them to the assessment venue at the scheduled time to ensure an orderly process. This memorandum shall also serve as their locator slip.
5. This initiative aims to facilitate proper referral, professional assessment, and educational planning for learners who may require special education services. The cooperation of all concerned is highly appreciated.
6. Immediate dissemination of this Memorandum to all concerned is desired.

Encls.: Schedule of Assessment
 Reference: None
 CID/eca/ConductAssessmentLWAs
 June 29, 2026



Vilma D. EDA
VILMA D. EDA, CESO V
 Schools Division Superintendent



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Enclosure No. 1 to Division Memorandum No ____, s. 2026

SCHEDULE OF LEARNERS TO BE ASSESSED

Date/Venue	Time	School	No. of Learners to be Assessed
July 3, 2026 St. James Hospital (20 learners)	8:00 a.m.-12:00 noon	Vigan Central School	10
	1:00 p.m.-2:00 p.m.	Vigan Central School	4
	2:00 p.m.-5:00 p.m.	APES	6
July 24, 2026 St. James Hospital (20 learners)	8:00 a.m.-10:00 a.m.	CCES	9
	10:00 a.m.-12:00 noon	CAPES	7
	1:00 p.m.-3:00 p.m.	BPES/GESIIMS	2
	3:00 p.m.-5:00 p.m.	JSES	2

Note: Concerned schools shall be informed of the next schedule once finalized by the physician