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

2026 SEP 20

DIVISION MEMORANDUM
No., 709 s. 2026

**PARTICIPATION IN THE WORKSHOP ON THE DEVELOPMENT OF
INDIVIDUALIZED EDUCATION PROGRAM (IEP) AND ESTABLISHMENT
OF SCHOOL-BASED MULTIDISCIPLINARY TEAM (SBMDT)**

To: Assistant Schools Division Superintendent
Chief Education Supervisor, SGOD and CID
School Head (VCS)
All Others Concerned

1. In reference to the Regional Memorandum No. 1094, s. 2026 on the venue, list of participants per batch, and matrix of activities, the Schools Division Office of Vigan City announces the participation of the identified personnel in the Workshop on the Development of Individualized Education Program (IEP) and Establishment of School-Based Multidisciplinary Team (SBMDT).
2. The workshop aims to strengthen the capacity of schools to provide appropriate, responsive, and learner-centered support for learners with disabilities through the development and periodic review of IEPs and the establishment of functional school-based multidisciplinary teams.
3. The activity shall be held at J and V Resort, Purok 5, Barangay Sevilla, San Fernando City, La Union, in the following batches:

Batch 1: September 1-4, 2026

Name	Position
Elsie C. Amorin	Education Program Supervisor
Alicia D. Pescador	SPET I
Mc Cloyd Paa	SPET I
Precy Lenie Nevado	Teacher VI
Marlon Rapanut	Teacher VI
Prexcy Mae Rabago	Teacher I- ALS

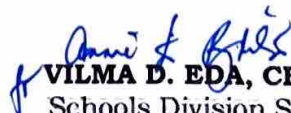
Batch 2: September 8-11, 2026

Name	Position
Jasmin Nina D. Rusibin	School SNED Coordinator
Elnore Rose Pagalanan	SPET I
Edgar Arizabal Jr.	SPET I
Theresa Tabangin	Teacher VI
Loricor Timbreza	Teacher VI
Janet Berzamina	Master Teacher I- ALS



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4. All identified participants shall pre-register through <https://tinyurl.com/IEP-MDTLink2026> on or before August 28, 2026. They are advised to complete the registration promptly and coordinate with the Curriculum Implementation Division for confirmation and other activity-related instructions.
5. The Curriculum Implementation Division, through the Education Program Supervisor in charge of Special Needs Education, shall monitor participation, completion of outputs, and the subsequent establishment and functionality of the SBMDT and implementation and periodic review of IEPs in the participating schools.
6. Travel and other incidental expenses relative to participation shall be charged against the 2026 Division SNED Program Support Fund. If the downloaded funds are insufficient, the expenses may be charged against MOOE, local funds, or other available sources, subject to existing budgeting, accounting, auditing, and procurement laws, rules, and regulations.
7. The detailed activity matrix contained in Regional Memorandum No. 1094, s. 2026 shall serve as the guide of the participants. All other provisions of the said Regional Memorandum and Regional Memorandum No. 1041, s. 2026 shall remain in force and effect.
8. All provisions, information, guidelines, requirements, and other pertinent details stipulated in Regional Memorandum No. 1041, s. 2026 shall remain in full force and effect.
9. Attached is the Regional Memorandum Nos. 1041 and 1094, s. 2026 for reference.
10. For information and guidance of all concerned.


VILMA D. EDA, CESO V
Schools Division Superintendent

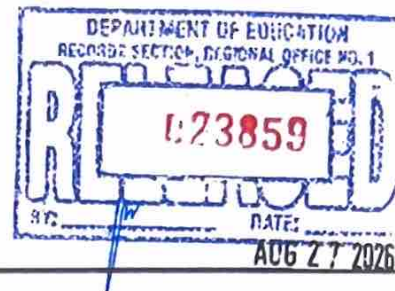
Encl.: None
References: As Stated

CID/eca/DM_IEP_MultiDisciplinaryTeam
August 27, 2026





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REGIONAL MEMORANDUM

No. 1094 s. 2026

**VENUE, LIST OF PARTICIPANTS PER BATCH AND MATRIX OF ACTIVITIES
FOR THE CONDUCT OF WORKSHOP ON THE DEVELOPMENT OF
INDIVIDUALIZED EDUCATION PROGRAM (IEP) AND ESTABLISHMENT OF
SCHOOL-BASED MULTIDISCIPLINARY TEAM (SBMDT)**

To: Schools Division Superintendents

1. The Department of Education Regional Office I, through the Curriculum and Learning Management Division (CLMD), shall conduct the Workshop on the Development of Individualized Education Program (IEP) and Establishment of School-Based Multidisciplinary Team (SBMDT) to strengthen the capacity of schools in providing appropriate, responsive, and learner-centered support for learners with disabilities (LWDs).
2. The activity shall be conducted in two batches at J and V Resort, Purok 5, Barangay Sevilla, San Fernando City, La Union. The schedule and participant allocation for each batch are reflected in Enclosure No. 1 of this Memorandum.
3. The CLMD, through the concerned EPS and SNED personnel, shall monitor the conduct of the activity and the completion of the required outputs. The SDOs shall likewise monitor the subsequent establishment and functionality of the SBMDT and the implementation and periodic review of IEPs in participating schools.
4. The complete list of participants per batch, venue assignments, and detailed activity matrix are attached as Enclosures 1 and 2, respectively, and shall form an integral part of this Memorandum.
5. All identified participants are required to pre-register through the online registration link provided by the Regional Office on or before August 28, 2026:
Pre-Registration Link: <https://tinyurl.com/IEP-MDTLink2026>
6. Travel expenses and other incidental expenses relative to participation in this activity shall be charged against the 2026 Division SNED Program Support Fund. If the downloaded funds is insufficient, expenses shall be charged to MOOE/Local Funds or other source of funds subject to existing budgeting, accounting, auditing, and procurement laws, rules, and regulations.



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7. All provisions, information, guidelines, requirements, and other pertinent details stipulated in Regional Memorandum No. 1041, s. 2026 shall remain in full force and effect
8. For clarification and other concerns, please coordinate with the Curriculum and Learning Management Division (CLMD), DepEd Regional Office I through telephone number (072) 682-2324 local 120 and email at clmd.region1@deped.gov.ph
9. For information and guidance.


ESTELA P. LEON-CARIÑO, EdD, CESO III
Director IV/Regional Director

Encl.: Participant Allocation Per SDO, Matrix
Reference: RM 2041, s. 2026
To be indicated in the Perpetual Index:
under the subjects:

WORKSHOP

CLMD/magd/IEP_MDT
August 26, 2026



CLMD261270



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Enclosure 1

LIST OF PARTICIPANTS FOR BATCH 1
September 1-4, 2026

SDO	NAME OF PARTICIPANT
Alaminos City	1. Joesilin B. Pol
	2. Gerly Mamaril
	3. Josephine Rendon
	4. Kahren Picatoste
	5. Karen Raroque
	6. Rachel Marie B. Pol
Batac City	1. Joefrey C. Bataan
	2. Cheryl Ann L. Martinez
	3. Myline Jane B. Pacaoan
	4. Beulah Hephsibah T. Manglal-lan
	5. Jenela Ann G. Morales
	6. Joan Claire B. James
Candon City	1. Alexander M. Razo
	2. Ana Marjorie M. Ramos
	3. Jennifer M. Fontanilla
	4. Joshua Gabatino
	5. Alma Villanueva
	6. Christian Jade Magabilin
Dagupan City	1. Maria Socorro G. Dimalanta
	2. Zyrelle Mariado
	3. ClarizaRosario Cuntapay
	4. Jennifer Austria
	5. Jonathan Montoya
	6. Reynaldo Bohol
Ilocos Norte	1. Zyrill Ianna Pauline D. Pe Benito
	2. Rio Angela A. Losito
	3. Criselle Joy Bautista
	4. Jockerson Rick Bal
	5. Allelie Joy S. Quindica
	6. Helidel R. Lagazo
	7. Mai Mai Aguilar
	8. Richard Dela Cruz
Ilocos Sur	1. Emil R. Riodil
	2. Mary Jane S. Sistoza
	3. Lejen P. Isidro
	4. Annabel T. Abad
	5. Emee B. Prando
	6. Maricris A. Riodil
	7. Guillermo R. Alagadan Jr.
	8. Ruth J. Gironella



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SDO	NAME OF PARTICIPANT
La Union	1. Ryanbille R. Cabading
	2. Leah Marjorie B. Yanes
	3. Mutya R. Madiam
	4. Ellen Ramos
	5. Rose Ann M. Millares
	6. Katrina Mae B. Pascua
	7. Marife N. Quimoyog
	8. Anna Mae A. Sabado
Laoag City	1. Flenie A. Galicinao
	2. Fritzie Hazel M. Aplacador
	3. Luzviminda T. Sagario
	4. Joanne B. Farrah Rival
	5. Mary Joyce A. Ariem
	6. Marjorie R. Molina
Pangasinan I	1. Princess May G. Parayno
	2. Anna Jane Ramos
	3. Mary Joy C Agsalon
	4. Gellie H. Repato
	5. Sofronio G. Arizo Jr.
	6. Ruby Ana Espejo
	7. Lea Ramos
	8. Vanessa Mabaga
Pangasinan II	1. Macario F. De Vera
	2. Victoriano P. Jugo
	3. Jeanibie Agustilo
	4. Florence M. Revilla
	5. Gemma A. Abian
	6. Virginia C. Mercado
	7. Aurora M. Fabia
	8. Nympha Y. Bait
	9. Evajene B. Silvestre
San Carlos City	1. Minerva A. Munoz
	2. Jenny Lagartija
	3. Elizabeth Tamondong
	4. Roberto F. Quijano
	5. Jovelyn S. Paningbatan
	6. Vanessa B. Adriano
San Fernando City	1. Genevieve B. U gay
	2. Desiree M. Apostol
	3. Christine N. Palabay
	4. CarolJo I. Cacdac
	5. Joy c. Lagrana
	6. Donald T. Palabay



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SDO	NAME OF PARTICIPANT
Urdaneta City	1. Edmundo A. Bisquera
	2. Analyn Dela Cruz
	3. Noralyn J. Penuliar
	4. Nathalie Grace Arquero
	5. Marilou M. Alejo
	6. Jeremy O. Carpio
Vigan City	1. Elsie C. Amorin
	2. Alicia D. Pescador
	3. Mc Cloyd Paa
	4. Precy Lenie Nevado
	5. Marlon Rapanut
	6. Prexcy Mae Rabago



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LIST OF PARTICIPANTS FOR BATCH 2
September 8-11, 2026

SDO	NAME OF PARTICIPANT
Alaminos City	1. Mark Anjo Balois
	2. Monica Chan
	3. Deborah Abarquez-Tan
	4. Molina C. Remeindo
	5. Siegfried Saylago
	6. Marie Chris delos Santos
Batac City	1. Lilibeth C. Dierpo
	2. Mylene S. Bagaoisan
	3. Frezar Marvyl F. Somera
	4. Fricilla Batangan
	5. Anie Faye Aribuabo
	6. Diane Mary B. Yala
Candon City	1. Jacel P. Galibut
	2. Jonnidine Barit
	3. Ma. Luz Unggay
	4. Alona Almazan
	5. Alma Janer
	6. Dianne Therese Toquero
Dagupan City	1. Marisel Gatchalian
	2. Jennifer Paras
	3. Ginalyn Rodas
	4. Mary Jane Soiano
	5. Catherine Ignacio
	6. Jonavelle Poquiz
Ilocos Norte	1. Mariefeanne Joy Dorotan
	2. Leigh Andrea Caluya
	3. Gloria Parico
	4. May Rose Q. Bernardo
	5. John Louis R. Asuncion
	6. Rochelle Abian Diego
	7. Mark Conrad Noroño
	8. John Raymond Rosqueta
Ilocos Sur	1. Miller S. Agbulos
	2. Cristabel Abaya
	3. Alma Europa
	4. Arlene Abad
	5. Dr. Emmanuel F. Jacosalen
	6. Kaezel Ann S. Simbe
	7. Jayson C. Casia
	8. Franklin Modesto



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SDO	NAME OF PARTICIPANT
La Union	1. Blinda M. Balderas
	2. Pier Paolo S. Lopez
	3. Efren B. Argueza
	4. Roselyn Joy S. Mauricio
	5. Ryandell Anne O. Ledda
	6. Jocelyn G. Lopez
	7. Sarah Jane M. Danupen
	8. John Ray M. Puruganan
Laoag City	1. Eufrecino. Factores
	2. Rene B. Paguirigan
	3. Jenylynn G. Soliman
	4. Ma. Paulyne R. Aglugob
	5. Mikka Jane P. Aguinaldo
	6. Levi Jan Rose L. Roncal
Pangasinan I	1. Shenna April Q. Godoy
	2. Kristine Joy P. OH
	3. Myla P. Vergara
	4. Carina Joy De Guzman
	5. Felly Ann Flores
	6. Jenneth T. Cudal
	7. Luchille Ruaboro
	8. Margie De Guzman
Pangasinan II	1. Grace L. Lapeña
	2. Kristin Marie . cabanayan
	3. Romulo T. Oganiza, Jr.
	4. Alfea M. Lucena
	5. Virginia C. Nuñez
	6. Arian O. Abrio
	7. Hay-Joan B. Fernandez
	8. Karen Jean T. Mariñas
	9. Laila Lyn J. Ancheta
San Carlos City	1. Virginia de Guzman
	2. Ursula Rosario
	3. Jeanny Fernandez
	4. Ginalyn C. Mejia
	5. Patricia Louise M. Aquino
	6. July S. Macumpang
San Fernando City	1. Connie Ellen A. Gualberto
	2. Elsa C. Daan
	3. Jocelyn J. Costales
	4. RinaG. Sabado
	5. Neriza J. Valdez
	6. Christina M. Rodriquez



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SDO	NAME OF PARTICIPANT
Urdaneta City	1. Edmundo A. Bisquera
	2. Desiree Laranang
	3. Russel R. Gongob
	4. Ma. Luz F. Cabanada
	5. Cindy S. Bautista
	6. Maricel R. Gomez
Vigan City	1. Jasmin Niña D. Rusibin
	2. Elnore Rose Pagalanan
	3. Edgar Arizabal Jr
	4. Loricor Timbreza
	5. Theresa Tabangin
	6. Janet Berzamina



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Enclosure 2

**Workshop on the Development of Individualized Education Plan (IEP) and
Establishment of School-Based Multidisciplinary Team (SBMT)
J and V Resort, San Fernando City, La Union
September 1-4, 2026 (Batch 1) and September 8-11, 2026 (Batch 2)**

BATCH 1

TIME	DAY 1 Opening and Orientation	DAY 2 Understanding and Developing the IEP	DAY 3 IEP Development, Generative AI, and Team Establishment	DAY 4 Output Presentation and Closing
8:00– 8:15 AM	—	Management of Learning	Management of Learning	Management of Learning
8:15– 10:00 AM	—	Session 1: Salient Features of RA 11650 and Policy Foundations of the IEP Speaker: Mary Ann Grace B. Dulay	Session 6: Maximizing Assistive Technology for LWDs Speaker: Reynaldo D. Salayog II	Workshop 5: Finalization of Outputs Facilitator: Mary Ann Grace B. Dulay
10:00– 10:15 AM	—	Health Break	Health Break	Health Break
10:15 AM– 12:00 NN	—	Session 2: Understanding the Learner: Learner Profile, Strengths, Needs, and Assessment Data Speaker: Yani Pearl Natalie Caballero	Session 7: Ethical, Responsible, and Appropriate Use of Generative AI in IEP Development Speaker: Reynaldo D. Salayog II	Presentation of Outputs: IEP, SBMDT/IEP Team Structure, and School Action Plan Facilitator: Mary Ann Grace B. Dulay Closing Program
12:00– 1:00 PM	—	Lunch Break	Lunch Break	Lunch Break
1:00– 3:00 PM	—	Session 3: The IEP Development Process and the Role of the IEP Team	Workshop 3: Development and Completion of the IEP with AI-Assisted Strategies	



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		Speaker: Laurice Dela Cruz	Speaker: Reynaldo D. Salayog II	
3:00–3:15 PM	Registration	Health Break	Health Break	
3:15–4:00 PM	Opening Program	Session 4: Developing Present Levels of Academic Achievement and Functional Performance (PLAAFP) Speaker: Laurice Dela Cruz	Session 8: Establishment of the School-Based Multidisciplinary and IEP Teams: Composition, Roles, and Functions Speaker: Rosebeth Gabay	
4:00–5:00 PM	Pre-Test and Training Orientation	Workshop 1: Learner Case Analysis and Development of PLAAFP Facilitator: Laurice Dela Cruz	Workshop 4: Establishment of SBMDT/IEP Team and Development of School-Based Implementation Plan Facilitator: Rosebeth Gabay	
5:00 PM	End of Session	End of Session	End of Session	

BATCH 2

TIME	DAY 1 Opening and Orientation	DAY 2 Understanding and Developing the IEP	DAY 3 IEP Development, Generative AI, and Team Establishment	DAY 4 Output Presentation and Closing
8:00–8:15 AM	—	Management of Learning	Management of Learning	Management of Learning
8:15–10:00 AM	—	Session 1: Salient Features of RA 11650 and Policy Foundations of the IEP Speaker: Mary Ann Grace B. Dulay	Session 6: Maximizing Assistive Technology for LWDs Speaker: Reynaldo D. Salayog II	Workshop 5: Finalization of Outputs Facilitator: Mary Ann Grace B. Dulay



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10:00– 10:15 AM	—	Health Break	Health Break	Health Break
10:15 AM– 12:00 NN	—	Session 2: Understanding the Learner: Learner Profile, Strengths, Needs, and Assessment Data Speaker: Yani Pearl Natalie Caballero	Session 7: Ethical, Responsible, and Appropriate Use of Generative AI in IEP Development Speaker: Reynaldo D. Salayog II	Presentation of Outputs: IEP, SBMDT/IEP Team Structure, and School Action Plan Facilitator: Mary Ann Grace B. Dulay Closing Program
12:00– 1:00 PM	—	Lunch Break	Lunch Break	Lunch Break
1:00– 3:00 PM	—	Session 3: The IEP Development Process and the Role of the IEP Team Speaker: Laurice Dela Cruz	Workshop 3: Development and Completion of the IEP with AI-Assisted Strategies Speaker: Reynaldo D. Salayog II	
3:00– 3:15 PM	Registration	Health Break	Health Break	
3:15– 4:00 PM	Opening Program	Session 4: Developing Present Levels of Academic Achievement and Functional Performance (PLAAFP) Speaker: Laurice Dela Cruz	Session 8: Establishment of the School-Based Multidisciplinary and IEP Teams: Composition, Roles, and Functions Speaker: Mary Ann Grace B. Dulay	
4:00– 5:00 PM	Pre-Test and Training Orientation	Workshop 1: Learner Case Analysis and Development of PLAAFP Facilitator: Laurice Dela Cruz	Workshop 4: Establishment of SBMDT/IEP Team and Development of School-Based Implementation Plan Speaker: Mary Ann Grace B. Dulay	
5:00 PM	End of Session	End of Session	End of Session	