



Republic of the Philippines
Department of Education
Region V- Bicol

SCHOOLS DIVISION OFFICE OF LIGAO CITY

Office of the Schools Division Superintendent

81726432

August 17, 2026

DIVISION MEMORANDUM

No. 403 s. 2026

**CAPACITY BUILDING OF SNED TEACHERS AND IMPLEMENTERS ON
UNDERSTANDING DIFFERENT DISABILITIES AND DESIGNING AN ADAPTABLE
LEARNING ENVIRONMENT**

To: Asst. Schools Division Superintendent
CID and SGOD Chief Education Supervisors
Elementary and Secondary School Heads
All Others Concerned

1. Inline with the principles of inclusive education provided for under RA 11650, otherwise known as the Instituting a Policy of Inclusion and Services for Learners with Disabilities in Support of Inclusive Education Act, this Office announces the conduct of a training workshop entitled, **Capacity Building of SNED Teachers and Implementers on Understanding Different Disabilities and Designing an Adaptable Learning Environment, on September 9 – 11, 2026** in a venue to be announced through a separate memorandum.
2. This activity aims to:
 - a. enhance the competencies of SNED teachers and implementers in recognizing the characteristics, strengths, and support needs of learners with various disabilities; and
 - b. provide teacher-participants with evidence-informed strategies for designing flexible, accessible, and learner-centered environments that promote active engagement, independence, functional participation, and social inclusion.
3. The participants in this training are **SNED teachers and program implementers**, preferably those handling learners in Key Stages 1 and 3 (KS1 and KS3). The allocation of participants is indicated in the Enclosure. Pre-registration is required on or before **August 31, 2026**, through the following link: <https://tinyurl.com/SNED-CapB> for grouping and other related arrangements.



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4. Expenses relative to the conduct of this activity shall be charged against SNED Program Support Funds, while the traveling and other incidental expenses shall be charged against School MOOE/Local Funds, subject to existing accounting and auditing rules and regulations.
5. Attached to this memorandum are the Training Matrix, Executive Committee and Program Management Team, and Allotted Number of Participants.
6. For information, guidance, and strict compliance.


NYMPHA D. GUEMO
Schools Division Superintendent

References:
As stated.

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

LEARNERS/TEACHERS
SPECIAL NEEDS EDUCATION
TRAININGS/SEMINARS



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Enclosure to Division Memo No. 1403, 2026

No.	Name of School	No. of Participants (SNED Teachers, KS1 & KS3)	No.	Name of School	No. of Participants (SNED Teachers, KS1 & KS3)
East District			West District		
1	AMTIC ES	1	1	ALLANG ES	1
2	BALIGANG ES	1	2	BONGA ES	1
3	BARAYONG ES	1	3	CAVASI ES	1
4	BASAG ES	1	4	CRPMES	1
5	BATANG ES	1	5	CULLIAT ES	1
6	BINANOWAN ES	1	6	GREENFIELD ES	1
7	BUGA ES	1	7	LWCES (B)	11
8	BUSAY ES	1	8	LWCES (P)	3
9	DON TEOTIMO ES	1	9	MACAEL ES	1
10	HERERRA ES	1	10	MACALIDONG ES	1
11	LAYON ES	1	11	MAHABA ES	1
12	LECS	3	12	PANDAN ES	1
13	NABONTON ES	1	13	PINAMANQUIAN ES	1
14	PAULOG ES	1	14	QUIASA EXT	1
15	PINIT ES	1	15	STA. CRUZ ES	1
16	TAMBO ES	1	16	TASTAS ES	1
17	TINAGO ES	1	17	TINAMPO ES	1
18	TOBGON E/S	1	18	TULA TULA (P) ES	1
South District			19	TULA TULA (G)ES	1
			Secondary		
1	ABELLA ES	1	1	AMTIC NHS	1
2	BACONG ES	3	2	BACONG NHS	1
3	BAGACAY ES	1	3	BARAYONG NHS	1
4	BALANAC ES	1	4	BRSHS	1
5	BUSAC ES	1	5	CABARIAN NHS	1
6	CABARIAN ES	1	6	DPPMHS	1
7	CATBURAWAN ES	1	7	MAONON NHS	1
8	FRANCIA ES	1	8	LCNTVHS	1
9	MALAMA ES	1	9	LNHS	7
10	MAONON ES	1	10	OMA-OMA NHS	1
11	OMA OMA ES	1	11	PALAPAS NHS	2
12	PALAPAS ES	1	12	PAULBA NHS	1
13	PAULBA ES	3			
14	SAN VICENTE ES	1			
15	TAMBAC ES	1			
16	TANDARURA ES	1			
17	TIONGSON ES	1			
18	TUPAS ES	1			



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Enclosure to Division Memo No. 40, 2026

TRAINING MATRIX

Date	Time	Activity	Resource Speaker/In-Charge	Persons Involved
August 17, 2026, and onwards		Preparatory Activities/ Planning Conference	Leo S. Moral	Program Management Team
Day 1				
September 09, 2026	7:30 – 8:00	Arrival/ Registration	Committee on Registration	Participants and PMT
	8:00 – 8:30	Opening Program	Committee In-Charge	-do-
	8:30 – 10:00	Emotional Behavior Disorder (EBD) – Understanding Different Characteristics	Invited Resource Speaker CWYTAC	
	10:00 – 10:15	Health Break		
	10:15 – 12:00	Managing Emotional Behavior Disorder in Classroom Instruction	Invited Resource Speaker CWYTAC	
	12:00 – 1:00	LUNCH		
	1:00 – 3:00	Inclusive Education in SDO Ligao City: An Update	Leo S. Moral	do
	3:00 – 3:15	Health Break		
	3:15 – 4:30	Understanding ASD Learners and Promoting Functional Participation and Social Inclusion in Inclusive Education	Maryjoy A. Marquez & Francis Batalla	do
	4:30 – 5:00	Debriefing	PMT	
OFFICER OF THE DAY			Romy Pintor	
DAY 2 September 10, 2026	8:00 – 8:30	MOL	PMT	PMT & Pax
	8:30 – 10:00	 Continuation: Understanding ASD		
	10:00–10:15	Health Break		
	10:15 – 12:00	Creating A Structured and Predictable Environment that Promotes Functional Participation and Social Inclusion	Maryjoy A. Marquez & Francis Batalla	-do-
	12:00 – 1:00	LUNCH		
	1:00 – 3:00	Understanding the Attention Deficit/Hyperactivity Disorder (ADHD) Diagnostic Profile	Christine Joy Daluz	-do-
	3:00 – 3:15	Health Break		
	3:15 – 4:30	Creating a Focus-Friendly Learning Environment to Maximize Functional Inclusion of Learners with ADHD.	Christine Joy Daluz/Maryjoy A. Marquez	Do
	4:30- 5:00	Debriefing	PMT	Do
Officer of the Day			Elixer M.Ubalde	



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Day 3 September 11, 2026	8:00 – 8:30	MOL	Assigned a group from the participants	Participants and Trng. Team
	8:30 – 10:00	Understanding Intellectual Disability Diagnosis	Vivian Sta. Maria & Agnes Pobar	Participants and Trng. Team
	10:00–10:15	Health Break		
	10:15 – 12:00	Creating a Supportive and Adaptive Learning Space for Learners with Intellectual Disability	Vivian Sta. Maria & Agnes Pobar	do
	12:00 – 1:00	Lunch Break		
	1:00 – 3:00	Adapting environment, instructional approaches, and materials for accessibility, self-regulation in an inclusive classroom setting - Synthesis	Alan G. Alconera	
	3:00 – 3:15	Health Break		
	3:15 – 4:00	Open Forum	Leo Moral	
	4:00 – 5:00	Closing Program	PMT	
Officer of the Day			Ginalyn Celos	



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EXECUTIVE COMMITTEE

NYMPHA D. GUEMO
Schools Division Superintendent

MELCHIZEDEK C. TONGCO
Assistant Schools Division Superintendent

TITA V. AGIR
Chief – Education Supervisors

LEO S. MORAL
Education Program Supervisor

PROGRAM MANAGEMENT TEAM/WORKING COMMITTEE

Division Level Chairman		Leo S. Moral
Division Level Co-Chairman		Alan G. Alconera
Program and Invitation	Chairman	Agnes Resare
	Member	Sherlyn Gubot
Accommodation Sound/Stage/Hall Preparation	Chairman	Romy Pintor
	Member	Francis Batalla
Registration/Attendance	Chairman	Sheryl Anciro
	Member	Alma Sadia
Certificates and Awards	Chairman	Gina Betito
	Member	Angelica Salimbao
Documentation	Chairman	Elixer M. Ubalde
	Member	Vanessa Mendoza
Committee On Health		HNU – Nurse
Master of Ceremonies		Jobelle P. Garce

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