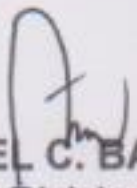




## MEMORANDUM

TO : OIC-Asst. Schools Division Superintendent  
OIC-Chief, Curriculum Implementation Division  
OIC-Chief, Schools Governance Operation Division  
Public Elementary and Secondary School Heads  
All Others Concerned

FROM :   
**DR. ROMMEL C. BAUTISTA, CESO V**  
City Schools Division Superintendent

SUBJECT : **INSTITUTION-BASED SUMMER TRAINING PROGRAM FOR  
SECONDARY SCHOOL TEACHERS ON SPECIAL EDUCATION**

DATE : April 20, 2018

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Relative to the Unnumbered Memorandum DC-CI-2018-0105 from the Office of the Undersecretary for Curriculum and Instruction dated last April 6, DepEd Antipolo Announces the conduct of the Institution-Based Summer Training Program for Secondary School Teachers under the Basic Education Curriculum Funds (BEC).

The Scholarship Program that includes Emotional Behavior Disorder (EBD) Autism Spectrum Disorder (ASD), Visual Impairment (VI), and Hearing Impairment (HI) will be conducted beginning May of 2018.

Details of the Scholarship Program are indicated on the documents attached herewith.

Immediate and wide dissemination of this Memorandum is desired.



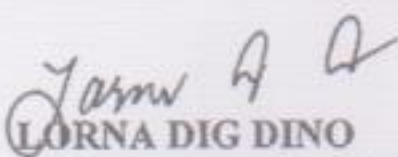


*Undersecretary for Curriculum and Instruction*

MEMORANDUM

DC-CI-2018 - 0105

TO : REGIONAL DIRECTORS  
DEPED ARMM SECRETARY

FROM :   
LORNA DIG DINO  
Undersecretary for Curriculum and Instruction

SUBJECT : INSTITUTION-BASED SUMMER TRAINING PROGRAM FOR  
SECONDARY SCHOOL TEACHERS ON SPECIAL EDUCATION

DATE : April 6, 2018

1. In support of the Department's thrust on improving the education for learners with special educational needs, the Bureau of Learning Delivery (BLD), Student Inclusion Division, (SID) announces the conduct of the **Institution-Based Summer Training Program for Secondary School Teachers** under the Basic Education Curriculum Funds (BEC).

2. Scholarship grant is designed as a customized two (2) summer trainings, which aims to provide the SPED and regular teachers with the knowledge and skills on various educational programs and interventions appropriate to learners with special educational needs. The program will be conducted in the following selected Centers of Excellence beginning May of 2018.

**Luzon Area**

Program : Emotional Behavioral Disorder (EBD); Autism Spectrum Disorder (ASD); Visual Impairment (VI); and Hearing Impairment (HI)

Venue : TBA

Participants : Regions I, II, III, IV-A, IV-B, V, NCR and CAR  
Two (2) participants per category from each region

**Visayas - Mindanao Area**

Program : Emotional Behavioral Disorder (EBD); Autism Spectrum Disorder (ASD); Visual Impairment (VI); and Hearing Impairment (HI)

Venue : TBA

Participants : Regions VI, VII, VIII, IX, X, XII, CARAGA and ARMM  
Two (2) participants per category from each region

3. Priority nominees shall come from the identified regions/divisions/schools where there are an urgent need for regular teachers to handle learners with special educational needs. (See Enclosure No. 1. No. of slots per region per category). These nominees shall be screened by the existing **Regional Integrated Scholarship Committee (RISC)** based on the criteria set in Enclosure 2. The list of nominees together with the documents and the Memorandum of Agreement (Training Contact) duly signed by the proper authorities concerned (See Enclosure No. 3) shall be





*Undersecretary for Curriculum and Instruction*

forwarded to the Student Inclusion Division, Bureau of Learning Delivery, DepED Complex, Meralco Avenue, Pasig City on or before **April 25, 2018**.

4. The teacher grantees are entitled to their salaries, tuition fees, book allowance and stipend. *Travel expenses using the most economical* mode of transportation shall also be provided including per diems for 2 days (1 day before and 1 day after) in going to and from the venue.
5. For more information, please contact the SID-BLD Division, 4/ F Bonifacio Building, Meralco Avenue, Pasig City or contact Dr. Salvacion C. Olinares or Dr. Ma. Elsie C. Esmer at telephone no.: (02) 631-9993 or at e-mail address [bld.sid@deped.gov.ph](mailto:bld.sid@deped.gov.ph).
6. Immediate and wide dissemination of this Memorandum is desired.

**NO. OF SLOTS OF NOMINEES PER CATEGORY FROM EACH REGION**

**LUZON CLUSTER: TBA**

Category: Emotional Behavioral Disorder (EBD)  
 Autism Spectrum Disorder (ASD)  
 Visual Impairment (VI)  
 Hearing Impairment (HI)

Region	No. of Slots	Two (2) Slots per in every region
I	8	2 Emotional Behavioral Disorder (EBD) 2 Autism Spectrum Disorder (ASD) 2 Visual Impairment (VI) 2 Hearing Impairment (HI)
II	8	
III	8	
IV-A	8	
IV-B	8	
V	8	
CAR	8	
NCR	8	
<b>Total</b>	<b>64</b>	<b>8 participants per region for the four categories</b>

**VISAYAS – MINDANOA CLUSTER: TBA**

Category: Emotional Behavioral Disorder (EBD)  
 Autism Spectrum Disorder (ASD)  
 Visual Impairment (VI)  
 Hearing Impairment (HI)

Region	No. of Slots	Two (2) Slots per Category in every region
VI	8	2 Emotional Behavioral Disorder (EBD) 2 Autism Spectrum Disorder (ASD) 2 Visual Impairment (VI) 2 Hearing Impairment (HI)
VII	8	
VIII	8	
IX	8	
X	8	
XI	8	
XII	8	
XIII	8	
ARMM	8	
<b>Total</b>	<b>72</b>	<b>8 participants per region for the four categories</b>





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*Enclosure No. 2 to DepEd Memorandum No. \_\_\_\_ s. 2018*

**Guidelines for the Selection of New SPED Scholars**

1. The **Regional Integrated Scholarship Committee (RISC)** shall screen and identify the new teacher-grantees to be considered in the program following a set of criteria.
2. The **RISC** shall submit the list of grantees to the Bureau of Learning Delivery (BLD), Student Inclusion Division, (SID) on or before **April 25, 2018**. The names indicated in the list shall be **final**.
3. The following are the criteria for the selection of nominees for the training courses:
  - a) A bachelor's degree holder related to the area of scholarship with a grade point average of not lower than **2/ B / 85**;
  - b) Has been a teacher for at least three years under permanent status with a performance rating of **Very Satisfactory (VS)**;
  - c) Not more than **45 years' old**;
  - d) Has no pending administrative case and/or criminal record;
  - e) Has been certified by a government physician to be physically and mentally fit and not pregnant during the scholarship period;
  - f) Has not undergone any training and no units on **SPED**;
  - g) Possesses leadership potential, facilitation skills, positive attitude to mentor or coach other teachers in his/her school / division as necessary;
  - h) Can communicate effectively in English; and
  - i) Can develop and implement relevant re-entry plan
4. The documents / pertinent papers to be submitted by the nominees to their Regional Integrated Scholarship Committees are as follows:
  - a) **CSC Form 212 (Personal Data Sheet)** with a **2"x2"** recent photo duly certified by the administrative officer;
  - b) **Certified photocopy of the transcript of records**;
  - c) **Form 86 (health certificate)** from an accredited government hospital;
  - d) **Service Record**;
  - e) **Endorsement from the superintendent**; and
  - f) **Duly accomplished scholarship contract** between the scholar and the Schools Division Superintendent to guarantee the implementation of re-entry plan.
5. Selected grantees will be informed through the regional offices.





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*Enclosure No. 3 to DepEd Memorandum No. \_\_\_ s. 2018*

Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
 DepEd Complex, Meralco Avenue  
 Pasig City

**MEMORANDUM OF AGREEMENT  
 (Training Contract)**

The Department of Education, herein referred to as "DepEd" with principal office at the DepED Complex, Meralco Avenue, Pasig City, herein represented by **MARILETTE R. ALMAYDA**, **Director III, OIC, Office of the Director IV**

and

(Name of Teacher Grantee)	(Position)
(School/Division/Region)	
(Principal / Superintendent)	
(Regional Director)	

in consideration of the privilege to avail of the scholarship on official time with pay, do hereby agree to the following obligations of the trainee:

1. Specialize in

\_\_\_\_\_

(Title of Course/Program)

at the \_\_\_\_\_

(Institution)

for the period of \_\_\_\_\_ which will be the duration of the training:

2. Maintain at least the minimum standards for the training and that failure to do so would be sufficient ground for disqualification in the event of which he/she shall refund whatever amount has been paid by the government in favor of his/her training;
3. Conduct himself / herself in such a manner as not to bring disgrace or dishonor for himself/herself, his/her school/agency/ and the Department;



*Undersecretary for Curriculum and Instruction*

4. Submit to the Bureau of Learning Delivery (BLD), Student Inclusion Division, (SID), at the end of the training, a copy of his/her action plan;
5. Immediately report to his/her station and assume his/her function upon the completion or termination of the training;
6. Organize the inclusive programs in the area where he/she was trained;
7. Shall serve his/her school/agency for at least (2) years after the training;
8. Shall refund in full to DepEd all expenses incurred on tuition fees, stipend, salaries, book allowance and other benefits for failure to comply with any of the foregoing conditions, through willful neglect, resignation from service, transfer to other government agencies, voluntary retirement or other causes within his/her control.
9. Shall live up to the terms and conditions of the scholarship.

IN WITNESS WHERE OF, the parties hereto signed this AGREEMENT, this \_\_\_\_ day of \_\_\_\_\_ 2018.

\_\_\_\_\_  
**MARILETTE R. ALMAYDA**  
Director III, OIC, Office of the Director IV  
(Signature over printed name)

\_\_\_\_\_  
DepEd Grantee  
(Signature over printed name)

**WITNESSES**

\_\_\_\_\_  
**Principal**  
(Signature over printed name)

\_\_\_\_\_  
**Schools Division Superintendent**  
(Signature over printed name)

\_\_\_\_\_  
**Regional Director**  
(Signature over printed name)

\_\_\_\_\_  
**Chief, Student Inclusion Division**





*Undersecretary for Curriculum and Instruction*

**ACKNOWLEDGEMENT**

**REPUBLIC OF THE PHILIPPINES**

BEFORE ME, this \_\_\_\_\_ day of \_\_\_\_\_, 2018 at

\_\_\_\_\_, Philippines personally appeared:

Name	CTC Number	Date and Place of Issue
MARILETTE R. ALMAYDA _____	_____	_____

\_\_\_\_\_  
 (Name of scholar)

Known to me and to me known as the parties who executed the foregoing instrument and they acknowledged to me that the same is either free and voluntary act and deed and that of the entities they respectively represent.

This instrument refers to a Memorandum of Agreement (Training Contract) consisting of three pages (3) including this page whereon this acknowledgement is written and signed by the parties and their instrumental witnesses on each and every page thereof.

WITNESS, MY HAND AND NOTARIAL SEAL, at the place and on the date first above written.

Doc No. \_\_\_\_\_

Page No. \_\_\_\_\_

Book No. \_\_\_\_\_

Series of 2018