



Republic of the Philippines
Department of Education
Cordillera Administrative Region
Schools Division of Tabuk City



Office of the Schools Division Superintendent


24 January 2024

Division Memorandum
No. 30 s. 2024

TO: Public Schools District Supervisors
BCS and TCCS School Heads
All others concerned.

SPECIAL NEEDS EDUCATION MAPPING

1. To ensure continuity of learning for Learners with Disabilities and to intensify the SNED Program, the Special Education Teachers (SPET) shall conduct mapping in the different barangays of Tabuk City.
2. The mapping involves the survey of Children with Special Needs who are not in school and LWDs enrolled in school or other institutions per household in each barangay.
3. Meals and snacks for the conduct of the mapping shall be charged to Division SNED PSF while travelling expenses to be incurred shall be charged to school SNED PSF subject to auditing rules and regulations.
4. Service credit for teachers involved during the mapping shall be granted shall be COCs/CTOs or Service Credits subject to existing DepEd and CSC rules and regulations for January 27, 2024 and February 3, 2024 (Saturdays).
5. Immediate and wide dissemination of this memorandum is desired.


BENEDICTA B. GAMATERO PhD, CESO V
Schools Division Superintendent