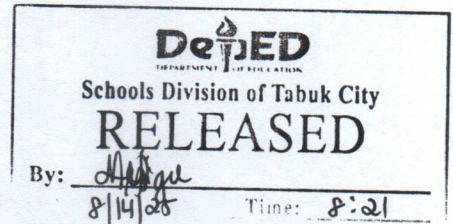


Republic of the Philippines
Department of Education
Cordillera Administrative Region
Schools Division of Tabuk City



Office of the Schools Division Superintendent

13 August 2025

Division Memorandum
No. 34 s. 2025

**TRAINING ORIENTATION ON THE USE OF FILIPINO SIGN LANGUAGE (FSL)
FOR NON-TEACHING AND TEACHING RELATED PERSONNEL**

TO: Chief Education Supervisors-CID and SGOD
Identified SDO Personnel
All others concerned

1. The Schools Division Office through the Curriculum and Implementation Division (CID) will conduct a Training on the Use of Filipino Sign Language (FSL) for Non-Teaching Personnel this August 19-21, 2025 at the Katapatan Hall, Schools Division Office.
2. The aim of the training program is to
 - a. Enable participants to recognize and use common signs related to everyday interactions within the school or workplace environment;
 - b. Equip participants with practical skills to assist Deaf clientele in navigating the office/school setting effectively;
 - c. Develop basic proficiency in Filipino Sign Language (FSL) among non-teaching/teaching related staff to facilitate better communication with Deaf learners and colleague/s.
 - d. Appreciate the use of FSL in communication.
3. Attached are Enclosures 1 and 2.
Enclosure 1- List of identified participants
Enclosure 2-Activity Matrix
4. Participants shall be granted COCs/CTOs or Service Credits subject to existing DepEd and CSC rules and regulations in lieu of August 21, 2025 which is declared holiday.
5. Immediate dissemination of and strict compliance with this memorandum is desired.

BENEDICTA B. GAMATERO PhD, CESO V
Schools Division Superintendent



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Enclosure 1. List of identified Related Teaching and Non-Teaching Personnel.

#	Name of Participants	Position	#	Name of Participants	Position
SGOD			CID		
1	Shirley Sarmiento	Nurse	34	Ramonchito A. Soriano	CES
2	Malee Kaye Albert	Nurse	35	Henry M. Alunday	PSDS
3	Claire Rose Damian	Nurse	36	Joan M. Ranjo	PSDS
4	Janice Michelle Mangaoang	Nurse	37	Emily B. Langkit	PSDS
5	Russelle Ngao-i	Nurse	38	Ma. Medea C. Vallejo	PSDS
6	Jocelyn Lomeng	Nurse	39	Corazon G. Bravo	PSDS
7	Jeth Renz Oggang	MO	40	Ferdinand A. Malagyab	PSDS
8	Kathleen Tagubat	MO	41	Robert B. Binha-on	PSDS
9	Harriet Buslig	SEPS	42	Cresencia M. Na-oy	EPS
10	Shamgar Louie Candelario	EPS 2	43	Emmanuel C. Ubuan	EPS
11	Deewaii Bagayao	SEPS	44	Doddie Marie L. Doclan	EPS
12	Daisy May Bucao	PDO 1	45	Maribel M. Bravo	EPS
13	Romeo Agagon	SEPS	46	Helen B. Orap	EPS
14	Menchie Gamongan	PDO 2	47	Anna Bongngat	EPSA
OSDS			48	Lorenza Fannot	EPSA
15	Maureen Martinez	ADAS 3	49	Teofila Agsunod	Lib 2
16	Joshua Rebancos	ADA 6	50	Loriet Iyadan	PDO 2
17	Karen Mendoza	AO 2	51	Jay-ar Balahoy	ADA 2
18	Delilah Lozano	ADAS 3			
19	Marjuline Lawagan	ADAS 3			
29	Haydee Liza Dubla	ADAS 3	Resource Speakers		
21	Rosalinda Ramirez	ADA 6	52	Melanie b. Bateria	SNET 1
21	Marlyn Wagason	ADA 6	53	Lasinda B. Pangsiw	SNET 1
23	Mayda Gayagay	ADA 6	54	Lilnette O. Godinez	SNET 1
24	Lynette Mae Sumedca	AO 2	55	Ivy S. Cabay	SNET 1
25	Mark Christian Buduan	AO 2			
26	Micah D. Benito	KNHS			
27	Norwin O. Bulosan	STIS			
28	Shakey L. Martinez	TCNHS			
29	Yang Kevin T. Mendoza	Cudal NHS			
30	Rhazelle N. Lomeng	Cal ES			
31	Janine Marie Agaran	TCCS			
32	Julie Ann M. Lingbawan	BCS			



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33	Jamine Earl B. Gayudan	Agbannawag NHS			
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Enclosure 2. Activity Matrix

Training on the Basic Filipino Sign Language (FSL) for the Non-Teaching Personnel of SDO Tabuk City

AUGUST 19-21, 2025

Session No.	Duration	Topic	Outputs	Resource Speaker/Subject-Matter Expert
Day 1-August 19, 2025 (Tuesday)				
	8:00am – 8:30 am	Opening Program	Program Paper and Preliminaries	Facilitators
1	8:30 am - 9:30 am	Session 1 Implementation of Filipino Sign Language: Its Legal Bases	Comprehensive understanding of participants on the legal mandates Correct responses List of realization/s of the participants	Cresencia M. Na-oy EPS/ SNED Focal
2	9:30 am – 10:00 am	Session 2 Understanding the Deaf and their Culture	Realization of participants	Ivy S. Cabay SNET I Agbannawag CS
	10:00 am – 10:15 am	Uninterrupted Health Break		
3	10:15 am – 12:00 am	Session 3 Nature and Causes of Deafness	Oral responses of the participants Comprehensive understanding on the nature and causes of deafness Demonstration of participants per group	Melanie B. Baterina SNET I Bulanao CS
	12:00 nn – 1:00 pm	Lunch Break		
4	01:00 pm – 03:00 pm	Session 4 Introduction to Filipino Sign Language Parameters	Comprehensive knowledge on the parameters of FSL Demonstration of sign language following the parameters learned from the session	Lilinet O. Godinez SNET I Bulanao CS



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	03:00 pm – 03:15 pm	Uninterrupted Health Break		
5	03:15 pm – 05:00 pm	Session 5 Filipino Sign Language of Commonly Used Words -Alphabets -Greetings and Polite Expressions -Nouns and Pronouns - Verbs and Adjectives -Synonyms and Antonyms	Finger spelling and correct responses/ signs FSL demonstration List of reflectio	Lilinette O. Godinez SNET I Bulanao CS
	5:00pm-5:30pm	Debriefing and End-of-the-Day Evaluation		Facilitators, Participants, PMT & Resource Speakers
Day 2- August 20, 2025 (Wednesday)				
	8:00am -8:15am	Management of Learning and Announcements		Participants
6	08:15 am – 10:00 am	Session 6 Filipino Sign Language of Commonly Used Words -Numbers - Days of the Week -Months of the Year -Shapes and Colors -Common Mathematics terminologies	Finger spelling and correct responses/ signs FSL demonstration List of reflections	Lasinda B. Pangsiw SNET I Bulanao CS
	10:00 am – 10:15 am	Uninterrupted Health Break		
7	10:15 am – 12:00 NN	Session 7 Filipino Sign Language of Commonly Used Words -Fruits and Vegetables -Animals	Finger spelling and correct responses/ signs FSL demonstration List of reflections	Ivy S. Cabay SNET I Agbannawag CS



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		-Sense Organs -Matter, Earth and Space		
	12:00 to 1:00	Uninterrupted Lunch Break		
8	1:00 –3:00	Session 8 Filipino Sign Language of Commonly Used Words -Members of the Family -People in the Community -Places and Tourist Spots -Festivities and Special Occasions	Finger spelling and correct responses/ signs FSL demonstration List of reflections	Melanie B. Baterina SNET I Bulanao CS
	03:00 pm – 03:15 pm	Uninterrupted Health Break		
9	03:15 pm – 05:00 pm	Session 9 Conversational FSL (Words/ Phrases and Sentences)	Demonstration of FSL List of realization	Lasinda B. Pangsiw SNET I Bulanao CS
	5:00pm-5:30pm	Debriefing and End-of-the-Day Evaluation		Facilitators, Participants, PMT & Resource Speakers
Day 3 -August 21, 2025 (Thursday)				
	8:00am -8:15am	Management of Learning and Announcements		Participants
10	8:15 am – 10:00 am	Session 10 Artistic Presentation	List of AHA Moments Created artistic presentation ready for the return demonstration List of realization	Lilinet O. Godinez SNET I Bulanao CS
	10:00 am – 10:15 am	Uninterrupted Health Break		
	10:15 am – 12:00 NN	Continuation of Session 10 (Artistic Presentation)	List of AHA Moments	Facilitators, Participants, PMT & Resource Speakers



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			Created artistic presentation ready for the return demonstration List of realization	
	12:00 to 1:00	Uninterrupted Lunch Break		
	1:00 –3:00	Return Demonstration of Participants	FSL Terminologies	Facilitators, Participants, PMT & Resource Speakers
	03:00 pm – 03:15 pm	Uninterrupted Health Break		
11	3:00 pm – 04:00 pm	Post Test & Open Forum	FSL Terminologies Reflections Concerns	Facilitators, Participants, PMT & Resource Speakers
	4:00 pm – 04:30 pm	End of the Day Evaluation & Closing Program	Reflections and Realizations	Participants
	04:30pm – 5:00 pm	Home Sweet Home		