



Republic of the Philippines  
**Department of Education**  
REGION VII - CENTRAL VISAYAS  
DIVISION OF CITY SCHOOLS - TAGBILARAN CITY

**Office of the Schools Division Superintendent**

DIVISION MEMORANDUM  
No. 346 , s. 2025

June 18, 2025

**DIVISION WRITESHOP ON THE DEVELOPMENT OF INSTRUCTIONAL PLANS (IPLANS)  
FOR INCLUSIVE AND MULTIGRADE CLASSES UNDER PROJECT BRIDGE  
OF CLMD PROJECT SHARE**

To: Assistant Schools Division Superintendent  
Chiefs, CID and SGOD  
Elementary School Heads  
All Others Concerned

1. Pursuant to Regional Memorandum No. 0410 s. 2025 titled **Series of Activities on the Development of Instructional Plans (iPlans) for Inclusive and Multigrade Classes under BRIDGE of CLMD Project SHARE**, this Office, through the Curriculum Implementation Division (CID), shall conduct a **Division Writeshop on the Development of Instructional Plans (iPlans) for Inclusive and Multigrade Classes under Project BRIDGE of CLMD Project SHARE** on June 20-21, 2025 at BODARE Coop Pension House, Dao, Tagbilaran City.
2. The activity aims to:
  - a) develop and contextualize iPlans suitable for multigrade and inclusive learning environments;
  - b) ensure that the developed iPlans undergo a rigorous quality assurance process based on established standards and guidelines; and
  - c) finalize iPlans for regional dissemination and eventual use in schools.
3. The participants in this activity are selected school heads, who will serve as evaluators, and selected teachers as writers, as listed in Enclosure 1.
4. Participants are required to bring laptops with chargers and extension cords, relevant references and resources needed for crafting iPlans for multigrade classes in Grade 3 Makabansa and Grade 4 Araling Panlipunan.
5. Service credits and Compensatory Time-Off shall be granted to participants in accordance with DepEd Order No. 013, s. 2024, dated September 18, 2024, titled **Revised Guidelines on the Grant of Vacation Service Credits for Teachers.**
6. Expenses related to the conduct of the activity shall be charged to **RO-7-25-01210- PSF SNED**, while travel and other incidental expenses shall be charged to local funds, subject to the usual accounting and auditing rules and regulations.
7. Immediate and wide dissemination of this Memorandum is desired.

**WILFREDA D. BONGALOS PhD CESO V**  
Schools Division Superintendent

WDB/JAAL/CID/JTB/jcl



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Enclosure 1

List of Participants:

Evaluators	Competencies	Writers	School
Lemuel B. Barol, Principal TCCS SPED	Quarter 1 Week 1	Rose Ann Ido	TCCS SPED
	Quarter 1 Week 2	Neriza Boniel	Booy South ES
	Quarter 1 Week 3	Dougeford Castaño	TCCES
	Quarter 1 Week 4	Emma Omosura	Eastern Cogon ES
Proserpina A. Doroy, Principal Manga ES	Quarter 1 Week 5	Alma Bago	Manga ES
	Quarter 1 Week 6	Maria Jane Estodillo	Manga ES
	Quarter 1 Week 7	Annabelle Pergamino	Ubujan ES
	Quarter 2 Week 1	Jeysary Bucag	Ubujan ES
Dr. Editha G. Gone, Principal City East ES	Quarter 2 Week 2	Marcela Dispo	City East ES
	Quarter 2 Week 3	Carmelita Sanchez	City East ES
	Quarter 2 Week 4	Ma. Fe Bondalo	City East ES
	Quarter 2 Week 5	Josephine Acedo	Dao ES
Concepcion I. Gallentes, Principal TCCES	Quarter 2 Week 6	Pearly T. Maraguinot	TCCES
	Quarter 2 Week 7	Ceilito Carreon	TCCES
	Quarter 3 Week 1	Rubisita Buslon	TCCES
	Quarter 3 Week 2	Haronisha Matua	TCCES
Lorelei G. Anore, Principal Taloto ES	Quarter 3 Week 3	Leceil Pelpinosas	Bool ES
	Quarter 3 Week 4	Loida Galang	Taloto ES
	Quarter 3 Week 5	Clares O. Samoranos	Booy ES
	Quarter 3 Week 6	Romeo John Balon	Booy ES
Dr. Edgar A. Fernandez. Head Teacher III Dampas ES	Quarter 3 Week 7	Alma Elsa L. Daculos	Dampas ES
	Quarter 4 Week 1	Joshua Membrillos	Tiptip ES
	Quarter 4 Week 2	Karen Labor	Eastern Cogon ES
	Quarter 4 Week 3	Jeralyn Obod	TCCES
Dr. Glaiza Jala, Assisting Principal Cogon ES	Quarter 4 Week 4	Jennifer Lapuja	Cogon ES
	Quarter 4 Week 5	Noveliza Requilmen	Dao ES
	Quarter 4 Week 6	Kenneth Honculada	Cogon ES
	Quarter 4 Week 7	Reycia Empenado	Cogon ES