



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. 686 , s. 2026

August 24, 2026

**ADMINISTRATION OF PRE MULTI-FACTORED ASSESSMENT TOOL
FOR LEARNERS WITH SPECIAL EDUCATIONAL NEEDS (LSENs)**

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

1. In line with the Department of Education's commitment to strengthening Inclusive Education and ensuring that learners with special educational needs (LSENs) receive appropriate and responsive educational support, this Office, through the Curriculum Implementation Division (CID), shall conduct the **Pre-Multifactor Assessment Tool (Pre-MFAT)** for identified LSENs.
2. This activity aims to establish baseline data on the functional performance of LSENs across relevant developmental and functional domains. The results shall serve as a basis for identifying learners' strengths, needs, and priority areas for intervention and for designing appropriate instructional, assessment, and support strategies.
3. The conduct of the Pre-MFAT shall involve the concerned **SNED teachers, class advisers, school heads, and other appropriate personnel** who have direct knowledge of the learners' performance and educational needs. The assessment shall be conducted in accordance with existing DepEd policies, guidelines, and protocols on assessment, inclusion, confidentiality, and protection of learner information.
4. The results of the Pre-MFAT shall be properly documented and consolidated by the concerned school personnel and submitted to the **Curriculum Implementation Division – SNED Focal Person** for consolidation, analysis, and utilization in planning appropriate interventions and support programs for LSENs. The deadline for submission of the required reports and documents shall be **August 31, 2026**.
5. Please refer to the attached annexes for the schedule, list of target learners, assessment guidelines, and other pertinent details relative to the conduct of the Pre-MFAT.
6. Immediate and wide dissemination of, and compliance with, this Memorandum are hereby directed.

WILFREDA D. BONGALOS PhD, CESO V4
Schools Division Superintendent

WDB/JAAL/CID/JTB/jcl



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Annex A

LIST OF LEARNERS IDENTIFIED AS BENEFICIARIES OF PROJECT AMUMA

School: _____

[illegible]

Prepared by:

Noted by:

SNED Focal

School Head

Annex B

TAGBILARAN CITY DIVISION
PRE MULTI-FACTORED ASSESSMENT TEST
SCHOOL YEAR 2026-2027

[illegible]

Noted by:

School Head

Annex C

TAGBILARAN CITY DIVISION
PRE MULTI-FACTORED ASSESSMENT TOOL (MFAT)
SCHOOL YEAR 2026-2027

[illegible]

Prepared by:

Noted by:

SMED Focal

School Head