



Republic of the Philippines  
Department of Education  
CARAGA REGION  
SCHOOLS DIVISION OF SIARGAO



July 8, 2025

**DIVISION MEMORANDUM**

No. \_\_\_\_\_ s. 2025

07-204

**DIVISION-WIDE ADMINISTRATION OF MULTI-FACTORED ASSESSMENT  
TOOL (MFAT)**

To: Asst. Schools Division Superintendent  
Chiefs CID and SGOD  
EPSs/ PSDSs  
Principals/School Heads  
Regular/SNED Teachers  
This Division

1. The field is hereby informed of the division-wide administration of the “**Multi-Factored Assessment Tool (MFAT)**” in all elementary schools specifically Grade I learners on **July 16 ,2025 to July 22,2025**.
2. The Multi- Factored Assessment Tool (MFAT) is used to assess Grade-1 learners enrolled in regular schools who may exhibit developmental advancement or delays or have manifestations of learning disability. The assessment aims to:
  - a. Identify Learners with Special Educational Needs (LSENs) who may need education services and or/ medical /allied services; and
  - b. Assist teachers in planning and designing instructions appropriate for LSNs.
3. The MFAT is also a screening tool intended to gather information on learner’s strength, needs, learning styles, and other educational concerns. Thus, assessment shall focus mainly to learners who may exhibit manifestations and **should not be given to all learners** to avoid disruption of classes.
4. The Principals/ School Heads of the school shall organize School Assessment Team who will provide technical assistance, orients teachers on MFAT administration as articulated in the MFAT handbook, validates learner responses through observation checklist, interviews with parents, classmates, and caregivers and designs immediate enhancement and intervention program to address the learner’s needs.
5. Results of the MFAT shall be kept confidential and shall be given to the Professional Medical Specialist during Formal Assessment to compare the validity and reliability of the assessment. However, result should not in any way, affect the performance of the learner, teacher, school, division nor the region.



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6. Tagging of the learners in the Learners' Information System (LIS) with manifestations of different signs of difficulties or disabilities shall depend largely on the results of the MFAT or formal assessment conducted by the license professionals.
7. School heads shall submit the list of learners with manifestations based on MFAT results and the corresponding enhancement and intervention Program as reflected in the Individualized Education Plan (IEP) to the SNED Focal on or before the end of this month.
8. This office shall also monitor and evaluate all schools to assess the teacher effectiveness in addressing learners' difficulties based on MFAT results.
9. Expenses incurred during the conduct of the MFAT assessment shall be charged against the School MOOE /Local funds subject to the usual accounting and procedures.
10. Immediate dissemination of this memorandum is earnestly desired.

  
**MANUEL O. CABERTE**

Assistant Schools Division Superintendent  
Officer In-charge 7/8/2025  
Office of the Schools Division Superintendent



Encl: None

Reference: As indicated

To be indicated in the Perpetual Index

Under the following subjects:

**ASSESSMENT**

**MFAT**

**SNED**

**LEARNERS**

**TEACHERS**

CID/EGB/O7-08-2025