



Department of Education
Region III
DIVISION OF CITY SCHOOLS
Angeles City



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October 18, 2016


DIVISION MEMORANDUM

No. 336 2016

IN-SERVICE TRAINING (INSET) FOR SEMESTRAL BREAK

To: Curriculum Implementation Division (CID)
School Governance and Operations Division (SGOD)
SHS, Elementary and Secondary School Heads

1. Pursuant to DepEd Order No. 23 S. 2016, the SY consists of 202 days, inclusive of the five day In -Service Training (INSET). Thus, the core events and activities shall be strictly observed in all schools.
2. Relative to this, all schools are required to submit the schedule of INSET on or before **October 20, 2016 at SGOD-HRD.**
3. Attached is the template to be used.
4. Immediate compliance to this Memorandum is earnestly desired.


LEILANI SAMSON CUNANAN, CESO VI
Officer-In-Charge
Office of the Schools Division Superintendent

NAME OF SCHOOL: _____

DATE	TITLE OF TRAINING	DESCRIPTION OF TRAINING	Number of Participants	EXPECTED OUTPUT

Prepared:

Noted:

School Head