



October 24, 2018

DIVISION MEMORANDUM

No. 739, s. 2018

MIDYEAR INSET MONITORING AND TA PROVISION


**To: Assistant Superintendents
Chiefs, CID and SGOD
Division Supervisors/Coordinators
District Supervisors/OICs
Elementary and Secondary School Heads**

1. Attached is Regional Memorandum No. 792, s. 2018, entitled, **“Midyear INSET Monitoring and TA Provision.”**
2. The Division Field Technical Assistance Core Teams (DFACTs) will monitor and provide technical assistance to the Program Management Teams to ensure the smooth conduct of the INSET on October 22-26, 2018.
3. Relative to this, District Supervisors/OICs and the Division INSET Monitoring Team members are required to submit the Activity Completion Report (ACR) with photos and other supporting documents through email at niamkepepito@yahoo.com cc doris.esmero@deped.gov.ph, annp2go2012@yahoo.com.ph and mangubat_novie@yahoo.com.
4. Immediate dissemination of this Memorandum is desired.


RHEA MAR A. ANGTUD, Ed.D., CESO VI
Schools Division Superintendent



ACTIVITY TERMINAL REPORT

Date/s					
Venue					
Participants: Please attach Attendance Sheet	Target Participants	Actual Participants	Guests:	Facilitators:	Cost:
Short description of participants and any other useful information:					
Title of Activity					
Activity Description					
Objectives					
Enhance the knowledge , skills and attitudes by :					
Highlights (i.e., well-performing school heads, unexpected visit/presence of a VIP, etc.)					
Outputs/Outcomes					
Issues Raised					
Based from comments/discussions/sharing:					
					
Decisions/Agreements/Next Steps					
Materials distributed (whenever appropriate)					
Other Notes					
Quotes					
Other Attachments :					
Refer to attached approved training design, attendance sheets, opening & closing program and pictures					

Prepared and submitted by:

 Public Schools District Supervisor



REPUBLIKA NG PILIPINAS
REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG EDUKASYON
DEPARTMENT OF EDUCATION
REHIYON VII, GITNANG VISAYAS
REGION VII, CENTRAL VISAYAS
Sudlon, Lahug, Cebu City



OCT 22 2018

REGIONAL MEMORANDUM

No. 0792 s.2018

MIDYEAR INSET MONITORING AND TA PROVISION

To: Schools Division Superintendent
All Others Concerned

1. This has reference to the conduct of Midyear In Service Training for Teachers (INSET), per DO No. 25, s 2018, which will take place on October 22-26, 2018 at the venues to be identified by the Schools Division Offices (SDOs).
2. It is in this account that the Division Field Technical Assistance Core Teams (DFACTs) of the 19 Schools Divisions shall spearhead the monitoring and provision of technical assistance to the Program Management Teams ensuring the smooth conduct of the INSET.
3. The Schools Division Superintendents are hereby instructed to adhere to the NEAP training standards. They are likewise directed to judiciously utilize the HRTD funds downloaded for the purpose intended.
4. The leaders of DFACTs are instructed to submit to this Office the Activity Completion Report (ACR) with photos and other supporting documents through email niamkepepito@yahoo.com and doris.esmero@deped.gov.ph on or before November 5, 2018.
5. Travelling expenses, per diem, and all other expenses relative to the conduct of the aforesaid activity shall be chargeable against Division MOOE subject to usual accounting and auditing rules and regulations.
6. For your proper guidance and strict compliance.


JULIET A. JERUTA, Ph.D., CESO IV
Director IV
Office of the Regional Director

JAJ/ST/JBDT/dfc
FTAD 2018

Office of the Director (ORDir), Tel. Nos.: (032) 231-1433; 231-1309; 414-7399; 414-7325; Office of the Assistant Director, Tel. No.: (032) 255-4542
Field Technical Assistance Division (FTAD), Tel. Nos.: (032) 414-7324 Curriculum Learning Management Division (CLMD), Tel. Nos.: (032) 414-7323
Quality Assurance Division (QAD), Tel. Nos.: (032) 231-1071 Human Resource Development Division (HRDD), Tel. No.: (032) 255-5239
Education Support Services Division (ESSD), Tel. No.: (032) 254-7062 Planning, Policy and Research Division (PPRD), Tel. Nos.: (032) 233-9030;
414-7065 Administrative Division, Tel. Nos.: (032) 414-7326; 414-4367; 414-7366; 414-7322; 414-4367
Finance Division, Tel. Nos.: (032) 256-2375; 253-8061; 414-7321

"ESD 2015: Karapatan ng Lahat, Pananagutan ng Lahat"