



Republic of the Philippines
Department of Education
Region VII, Central Visayas
DIVISION OF CEBU PROVINCE
IPHO Building Sudlon , Lahug ,Cebu City



October 15, 2019

DIVISION MEMORANDUM

No. 636, s. 2019

FIVE-DAY MID-YEAR IN-SERVICE TRAINING (INSET) FOR TEACHERS ON INTEGRATED CURRICULUM FOR CEBUANO LEARNERS TO ENGAGE FOR BETTER UNDERSTANDING (GAD-based IC CEBU) AND ORIENTATION OF LEARNING & DEVELOPMENT SYSTEM

To: **Assistant Schools Division Superintendents
Division Chiefs
Education Program Supervisors/Coordinators/SEPSs/EPs IIs
Public Schools District Supervisors/Elem.& Sec. School Heads
Elementary/Secondary Public School Teachers
and All Others Concerned**

1. In its continued efforts of upgrading the competencies of teachers, this Office will conduct the Summer In-Service Training (INSET) on Integrated Curriculum for Cebuano learners to Engage for Better Understanding (GAD-based *iC* CEBU) and Orientation of Learning and Development System for all public elementary, junior, and senior high school teachers in all districts on October 21 - 25, 2019.

2. The Public Schools District Supervisors (PSDS) are directed to take the lead in organizing this professional undertaking. They are directed to submit the following to the SGOD HRD (Attention: Dr. Margarita A. Nierra/Mr. Louie Monteroso)

2.1 Pre-training date District Instructional Design which includes budget proposal and training matrix per group to be reviewed by Dr. Margarita A. Nierra.

2.2 Post training Date (November 8/11, 2019) – Training completion Report to be submitted are as follows (Kindly used **long** bond paper size in all documents - this will be submitted to PRC):

2.2.1. Completion Report on CPD Program

2.2.2. Filled up Attendance Sheet of Participants (Name & PRC License No.)

2.2.3. Filled up Attendance Sheet/List of Lecturers, Resource Speakers, etc.
(Name & PRC License No.)

2.2.4. Actual Program of Activities

2.2.5. Summary Evaluation of Speakers in tabular form

2.2.6. Opening and Closing Program

- 2.2.7. Pictures in a minimum of 4 pictures in a page (collage form)
- 2.2.8. Five (5) Sample filled-up Evaluation Form
- 2.2.9. Summary Evaluation Form per district
- 2.2.9. Approved Instructional Design
- 2.2.10. Training Terminal Report

2.3 Both hard and soft copies of the required documents for Completion Report should be submitted. Hard copies are compiled in long white plastic folder, while soft copies in PDF format are saved in a rewritable compact disc (CD).

2.4 . Failure to submit the required completion report on time and non-compliance of all documents submitted during the application of the CPD Program will be the grounds for disapproval of the PRC-CPD credit units.

3. Districts with approved CPD Credit Units by the Professional Regulation Commission (PRC) shall strictly followed the format given to them for the Completion Report as well as the procedure in the conduct of the said training (Attached herewith is the list of Districts with approved PRC-CPD application).

4. This Memorandum serves as **Authority to Travel** of the participants, speakers and the members of the training team.

5. Meals which include lunch (80.00), two snacks (P70.00), training materials, and transportation expenses of participants whose residences are located at least 15 kilometers away from the training venues shall be charged to the **School MOOE Funds** subject to the usual accounting and auditing rules and regulations.

6. Wide dissemination of and strict compliance of this Memorandum is desired.


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Schools Division Superintendent

Educating for a Strong Republic

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**Tracking List of Approved PRC-CPD Credit Units
For the "Five-day Mid-year INSET 2019 "**

DISTRICTS WITH APPLICATION RECEIVED BY PRC – GOOD AS APPROVED		
District	Date Received	Remarks
1. Alcantara	September 4, 2019	
2. Aloguinsan	September 4, 2019	
3. Balamban 1	September 4, 2019	
4. Barili 2	September 4, 2019	
5. Borbon	September 4, 2019	
6. Dalaguete 2	September 4, 2019	
7. Dumanjug 2	September 4, 2019	
8. Santander	September 4, 2019	
9. Pinamungajan 1	September 12, 2019	
10. Tuburan 2	September 12, 2019	
11. Dalaguete 1	September 12, 2019	
12. Tudela	September 12, 2019	
13. Daanbantayan 1	September 12, 2019	
14. Argao 2	September 18, 2019	
15. Bantayan 1	September 18, 2019	
16. Dumanjug 1	September 18, 2019	
17. Medellin	September 18, 2019	
18. Boljoon	September 18, 2019	
19. Catmon	September 18, 2019	
20. Tabogon	September 18, 2019	
21. San Fernando 2	September 18, 2019	
22. Madridejos	September 18, 2019	
23. Malabuyoc	September 18, 2019	
24. Poro	September 18, 2019	
25. Sogod	September 18, 2019	
26. Alegria	September 18, 2019	
27. Bantayan 2	September 18, 2019	
28. San Remigio 2	September 18, 2019	
29. Minglanilla 2	September 24, 2019	
30. Samboan	September 24, 2019	
31. Santa Fe	September 24, 2019	
32. Argao 1	September 24, 2019	
33. Compostela	September 24, 2019	
34. Minglanilla 1	September 24, 2019	
35. San Fernando 1	September 24, 2019	
36. Ronda	September 24, 2019	
37. Tabuelan	September 24, 2019	
38. Carmen	September 24, 2019	
39. Ginatilan	To be determined	

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