



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY

**Office of the Schools
Division Superintendent**

January 26, 2022

DIVISION MEMORANDUM
No. 050, s. 2022

**CONDUCT OF IN-SERVICE TRAINING (INSET) FOR
TEACHERS DURING MID-YEAR BREAK**

To: **Chief, Schools Governance and Operations Division**
Chief, Curriculum Implementation Division
All Public Elementary School Heads
All Public Secondary School Heads
All Others Concerned
This Division

1. In adherence to DepEd Order No. 29, s.2021, *Re: School Calendar and Activities for School Year 2021-2022*, this Office hereby enjoins all schools to conduct the In-Service Training (INSET) for Teachers during the Mid-Year Break (on the half day of January 31 and February 2-4, 2022).
2. To reiterate the paragraph 22 of the aforementioned department order, the first two days of the mid-year break may be spent to evaluate the school's progress attained in the implementation of the educational programs, projects and activities (PPAs) as well as the review of performance of teachers and the school staff in order to address concerns through collaborative effort. The remaining days may be devoted for the conduct of School-Based INSET activities for the teachers' continued professional development and preparation of instructional materials.
3. Further, items indicated in the Human Resource Learning and Development (HR-L&D) Plan as assessed as teachers' needs may be taken during the School-Based INSET.





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4. All are reminded to strictly follow the health protocols specified by the Inter-Agency Task Force (IATF) and local government directives. With this, the said activities may be conducted using the online platform and other alternative modalities.
5. Moreover, this L&D activity adheres to the Equal Opportunity Principle (EOP) in observing all policies and protocol of the said activity. Hence, all actions shall be based solely on guidelines set with no discrimination on the account of age, gender identity, sexual orientation, civil status, disability, religion, ethnicity or political affiliation.
6. For guidance and strict compliance.

OLGA C. ALONSABE, PhD, CESE
Schools Division Superintendent

Encl:

As stated

Reference:

DepEd Order No. 29, s.2021

To be indicated in the Perpetual Index
under the following subjects:

SGOD/KRAS

L&D

INSET



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