



Republic of the Philippines  
**Department of Education**  
REGION X – NORTHERN MINDANAO  
**SCHOOLS DIVISION OF MISAMIS ORIENTAL**

Office of the Schools Division Superintendent

January 12, 2023

**DIVISION MEMORANDUM**

No. 035 s. 2023

**CONDUCT OF MIDYEAR IN-SERVICE TRAINING (INSET)**

To:

Public Schools District Supervisors/In-charge  
School Heads  
Teachers

1. Pursuant to the DepEd Order No. 034, s. 2022, and to ensure continuous professional development for teachers, the Mid-Year In-Service Training (INSET) will be conducted on February 6 until February 10, 2023.
2. The conduct of the INSET will be by district spearheaded by the Public Schools District Supervisors/In-charge.
3. Teacher-participants shall be grouped according to the learning area and level (e.g. one group for English-Elementary, and another group for English-Junior High School and so on and so forth).
4. The topics for the District INSET which will be discussed during the Division Training of Trainers (DTOT) scheduled before the conduct of the District INSET are the following:

Date	Topics
February 6: Monday	Mid-Year Assessment and Teachers' IPCRF Morning: Discussion Afternoon: Presentation
February 7: Tuesday	Action Planning
February 8: Wednesday	Subject Area Content
February 9: Thursday	
February 10: Friday	Morning: Demo-Teaching Afternoon: Closing Program

5. Training and other expenses shall be charged to School MOOE Funds subject to the usual accounting, auditing, rules, and regulations.
6. For your information and of strict compliance.

**JONATHAN S. DELA PEÑA, PhD, CESO V**  
Schools Division Superintendent *aw*

JSD/CID/egd/cpv



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