



Republic of the Philippines
DEPARTMENT OF EDUCATION
 Region VII, Central Visayas
SCHOOLS DIVISION OF NEGROS ORIENTAL
Office of the Curriculum and Implementation Division
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October 17, 2017

Division Memorandum
 No. 573 s, 2017

To : Chiefs, CID & SGOD
 Education Program Supervisors/Division Coordinators
 Public Schools District Supervisors/District In-Charge
 Public Elementary & Secondary School Administrators
 Public Elementary & Secondary School Teachers
 All Others Concerned

Subject : SEMESTRAL BREAK In-Service Training (INSET)

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 DepEd Order No. 25, s. 2017 entitled "School Calendar for SY 2017-2018" so provides that "At the end of the 2nd Quarter, a semestral break for learners shall be observed to evaluate individual teachers and their collective performance, as well as to conduct the In-Service Training (INSET) activities for their continuing professional development. An additional day for Instructional Materials (IM) preparation shall be observed."

Adhering to this mandate, all Public Schools District Supervisors shall take the lead in making sure that the whole week of October 23-27, 2017 is fully utilized for the purposes mentioned in DO 25, s. 2017. Further, all public elementary and secondary school heads through the close supervision of the PSDS must see to it that teachers are provided budgetary allocation from their school MOOE or from other sources of school funds for the making of their Instructional Materials on October 30, 2017.

A division planning conference is scheduled for all the Public Schools District Supervisors and Education Program Supervisors on October 18, 2017 at the Division Conference Room.

Public Schools District Supervisors are expected to submit a SEMESTRAL BREAK INSET and INSTRUCTIONAL MATERIALS PREPARATION ACCOMPLISHMENT REPORT on or before November 10, 2017 to the Office of the Curriculum Implementation Division.

All expenses incurred during the conduct of the Mid Year INSET shall be charged to school MOOE, SEF or any other available school funds all subject the usual accounting and auditing rules and guidelines.

For widest dissemination.

SALUSTIANO T. JIMENEZ, CESO VI
 OIC-Asst. Regional Director

Concurrent Schools Division Superintendent *for*

10/17/2017



Be Counted! Let's Practice

W.A.T.C.H.

We Advocate Time Consciousness and Honesty