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Republika ng Pilipinas

Kagawaran ng Edukasyon

REHIYON V - BIKOL

TANGGAPANG PANSANGAY NG MGA PAARALAN NG CATANDUANES

10 March 2026

DIVISION MEMORANDUM

No. 371, s. 2026**ADDENDUM TO DIVISION MEMORANDUM NO. 214 S. 2026,
RE: SUBMISSION OF ACCOMPLISHMENT REPORT ON THE CONDUCT OF SCHOOL
IN-SERVICE TRAINING (INSET) FOR SY 2025-2026**

To: Assistant Schools Division Superintendent
Chief Education Supervisors, CID and SGOD
Public Schools District Supervisors
Elementary and Secondary School Heads
District Personnel Development Committee (DiPDC)
School Personnel Development Committee (SPDC)
All Others Concerned

- In reference to Division Memorandum No. 214 s. 2026, titled "*Submission of Accomplishment Report on the Conduct of School In-Service Training (INSET) for SY 2025-2026*", this Office, through the Schools Governance Operations Division- Human Resource Development Section, shall conduct an **online technical support orientation** to facilitate the preparation required documentary submissions for the Completion Report. This activity aims to ensure that all schools are properly guided in consolidating and submitting the necessary documents in compliance with the memorandum.
 - Additionally, school heads are requested to update the data including the actual dates of implementation and any adjustments made, by accomplishing the online link form through this link: <https://bit.ly/Monitoring-INSET-25-26>. The schedule of activities, together with the designated google meeting links, shall be provided to ensure smooth coordination and participation.
- | Zones | Date | Time | Google Link |
|-------|----------------|------------------|-----------------------------------------------------------------------------------------|
| 1 & 4 | March 12, 2026 | 2:00 pm- 5:00 pm | https://meet.google.com/nra-dnha-zbj |
| 2 & 3 | March 13, 2026 | 2:00 pm- 5:00 pm | https://meet.google.com/pjr-djws-bzi |
- The expected participants in this activity are the Public Schools District Supervisors, School Heads/Key Teachers/ District Personnel Development Committee Members/ School Personnel Development Committee Members.
 - Other provision in Division Memorandum No. 214 s. 2026 is still in effect.
 - This memorandum is for dissemination, guidance and compliance.

By Authority of the OIC- Schools Division Superintendent:

EVA S. TOLENTINO
Administrative Officer V
Officer-In-Charge