




Republika ng Pilipinas
Kagawaran ng Edukasyon
Rehiyon V (Bicol)
TANGGAPANG PANSANGAY NG CATANDUANES

UNNUMBERED MEMORANDUM
OSDS-SGOD-UM-02-07-2024

To : Assistant Schools Division Superintendent
Chief Education Supervisors, CID & SGOD
INSET Monitoring and Evaluation Team Members
School Heads of Public Elementary and Secondary Schools
Unit Heads
All Others Concerned

From : 
SOCORRO V. DELA ROSA, CESO V
Schools Division Superintendent

Subject : Corrigendum to Division Memorandum No. 59 s. 2024 re:
Submissions of In-Service Training (INSET) Report SY 2023-2024

Date : February 7, 2024

1. This is to inform the field of the following changes regarding the link for submitting the INSET Report and Monitoring.
2. Kindly follow the instructions provided below:
 - a. Rename the file using this format: SchoolID_SchoolName_District
 - b. Fill out the template
 - c. Directly submit/upload the accomplished INSET report to the DepEd Central Office link using this URL
<https://bit.ly/2024insetparticipantreportingtoolcatanduanes>.
 - d. Submit/upload the same document (accomplished INSET Report) for consolidation to the SDO submission link using this URL:
<https://bit.ly/insetreport2024sdocatanduanes>.
3. This is for the information, guidance, and compliance of all concerned.



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