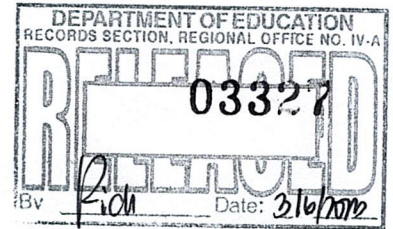




Republic of the Philippines
Department of Education
REGION IV-A CALABARZON




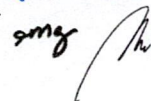
03 March 2023

Regional Memorandum
No. 125, s. 2023

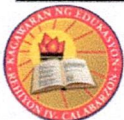
**SUBMISSION OF MIDYEAR IN-SERVICE TRAINING (INSET)
COMPLETION REPORT**

To: **Schools Division Superintendents**

1. Relative to DM-OUHROD-2023-0157 on the *Conduct of Mid-Year In-Service Training of Teachers* dated February 2, 2023, this Office, through the Human Resource Development Division-National Educators Academy of the Philippines in the Region (HRDD-NEAPR), requests the Schools Division Offices (SDOs) to submit the accomplished completion reports on the in-service trainings (INSET) conducted by schools last February 6-10, 2023.
2. The schools shall submit their completion reports to the SDOs through their respective Public Schools District Supervisors; then, the SDOs shall submit the schools' and SDO's completion reports to the Regional Office through HRDD-NEAP R.
3. Templates of INSET Completion Reports can be accessed through **tinyurl.com/neapinset23**. Submission of the accomplished completion reports to the Regional Office is on or before **March 10, 2023** through **bit.ly/R4AINSETReports**.
4. For relevant queries or clarifications, kindly coordinate with **Mr. Bryan A. Pobe**, Education Program Supervisor, through hrd.calabarzon@deped.gov.ph.
5. Immediate dissemination and compliance with this Memorandum is directed.


ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director 

cc: 06/H5/H1



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HRDD-RM-2023-125

