



Republic of the Philippines
Department of Education
REGION I

DEPED REGIONAL OFFICE I
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Office of the Regional Director

November 26, 2020

REGIONAL MEMORANDUM

No. 731, s. 2020

**GENERAL PROVISIONS ON THE CONDUCT OF IN-SERVICE TRAINING (INSET)
FOR SY 2020-2021**

To: Schools Division Superintendents
School Heads

1. In support to the implementation of the Basic Education-Learning Continuity Plan (BE-LCP), the Department of Education is committed to uphold professional development of its teachers.
2. As part of the continuing effort in upskilling the teachers amidst the challenges under the new normal, this Office through the Human Resource Development Division (HRDD) ensures the continuity of School-based INSET for School Year 2020-2021.
3. In this connection, following provisions are developed and shall be observed in conducting INSET in schools:
 - a. Schools are highly encouraged to conduct their INSET through Learning Action Cells (LAC) Sessions via online platforms since the default work arrangement is Work from Home.
 - b. In the conduct of virtual INSET, schools shall strictly observe the ethical use of online platforms and online sources.
 - c. Schools are encouraged to focus on reviewing the implementation of distance learning modalities. The challenges may be considered as discussion points like learner's experiences, parent's feedback, and constraints in resources.
 - d. In case face-to-face sessions are deemed necessary due to technical constraints, schools shall strictly observe the health measures set by the Regional Inter-Agency Task Force (IATF) on Emerging Diseases, such as:
 - The training venue must accommodate at most 50% of its capacity
 - Breakout sessions are encouraged to limit the number of participants per room or venue.
 - Activities shall not involve any physical contact between and among the participants. Social distancing of participants shall be observed at all times.

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4. The Schools Division Offices shall monitor the conduct of INSET 2020 and shall submit consolidated reports on SDO challenges and issues using the attached template through this link: **deped.in/INSET2020** on or before December 28, 2020.
5. The SDOs are encouraged to make decisions appropriate to the school/district/division to ensure the successful implementation of the INSET.
6. For information and compliance.



TOLENTINO G. AQUINO
Director III
OIC, Office of the Regional Director

Reference:

Encl.: As stated

To be indicated in the Perpetual Index
Under the following subjects:

SCHOOLS
TEACHERS
TRAINING

NEAP/aac/RM_InsetProvisions
November 25, 2020



DepEd RO1



HRDD200485

Indicator	Strengths	Facilitating Factors	Weaknesses	Hindering Factors	Adjustments
<ul style="list-style-type: none"> • Learning Modality (ie. Modular, Online, Online Asynchronous) 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> •
<ul style="list-style-type: none"> • Assessment 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> •
<ul style="list-style-type: none"> • Self-Learning Modules 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> •
<ul style="list-style-type: none"> • Learner's Experience 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> •
<ul style="list-style-type: none"> • Parent's Feedback 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> •