



Republic of the Philippines
Department of Education
REGION VI – WESTERN VISAYAS
SCHOOLS DIVISION OF AKLAN

September 1, 2026

DIVISION MEMORANDUM
No.498 s. 2026

**CONDUCT OF THE SCHOOL-BASED IN-SERVICE TRAINING FOR TEACHERS (INSET)
FOR SCHOOL YEAR 2026–2027**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Principals/Head Teacher In-Charge of the District
Senior/Education Program Specialists
Heads of Public Elementary, Secondary
and Integrated Schools
All Others Concerned

1. In line with the Division's continuous efforts to enhance professional development and strengthen the capacity of teaching personnel, the School Governance and Operations Division (SGOD), through the Human Resource Development Section (HRDS), hereby informs the field of the scheduled conduct of the School-Based In-Service Training for Teachers (INSET) on September 10–11, 2026.
2. The INSET shall focus on the priority learning and development needs of teachers as identified through the appropriate school-level professional development needs assessment and other relevant data, with emphasis on addressing identified gaps and strengthening the delivery of quality teaching and learning.
3. The INSET aims to:
 - a. enhance teachers' professional competence by providing relevant and responsive learning opportunities that address identified professional development needs;
 - b. strengthen pedagogical knowledge, skills, and strategies to improve classroom instruction and learner outcomes;
 - c. promote collaboration, sharing of effective practices, and professional learning among teachers; and
 - d. provide opportunities for teachers to reflect on their practices and identify appropriate strategies for continuous professional improvement.
4. School Heads will determine the appropriate topics of the INSET according to their identified learning priority. Public Schools District Supervisor (PSDS) shall conduct monitoring during the implementation of the INSET.
5. Authorized expenses for the conduct of the INSET, including meals and snacks for participants, transportation/travel expenses, and other necessary operating



Población, Numancia, Aklan
Tel/Fax No. (265 3740 | 265 3741 | 265 3743)
Website: <http://www.depedaklan.org>
Email Address: aklan.1958@deped.gov.ph

expenses, shall be charged against Local funds/ School MOOE, subject to the availability of funds and compliance with existing accounting and auditing rules and regulations.

6. Immediate dissemination of and compliance with this Memorandum are desired.

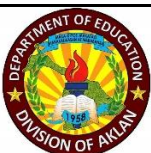

FELICIANO C. BUENAFE, JR., CESO V
Schools Division Superintendent

Incl.: As stated

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

TEACHERS TRAINING PROGRAM

LLP/jrgm



Poblacion, Numancia, Aklan
Tel/Fax No. (265 3740 | 265 3741 | 265 3743)
Website: <http://www.depedaklan.org>
Email Address: aklan.1958@deped.gov.ph