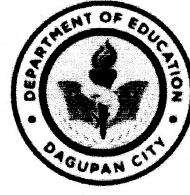




Republic of the Philippines
DEPARTMENT OF EDUCATION
Region I
SCHOOLS DIVISION OFFICE
DAGUPAN CITY



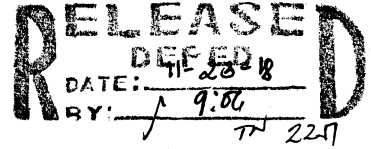
Division Memorandum
No. 389 s., 2018

To: Public Schools District Supervisors
Public School Heads and Head Teachers
All Others Concerned

From: Office of the Schools Division Superintendent

Date: November 22, 2018

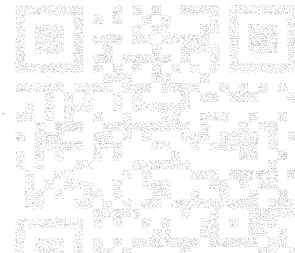
Subject: **MIDYEAR REPORTING ON THE UTILIZATION OF THE INSET FUNDS FOR SY 2018-2019**



1. To ensure and monitor the utilization of the INSET FUNDS (also known as Learning and Development Funds/Training Funds), all School Heads and Head Teachers are enjoined to accomplish the online work and financial plan (WFP) on or before **November 26, 2018**.
2. Please use this link: <http://deped.in/DCinsetfunds18>
or this QR Code:



Management
System
ISO 9001:2015



3. The responses will be presented during the Year-end Planning Conference for Human Resource Programs, Projects and Activities on November 27-29, 2018.
4. Immediate and widest dissemination of the contents of this memorandum is much desired.

DR. LORNA G. BUGAYONG, CESO VI
Schools Division Superintendent

For and in the absence of the Schools Division Superintendent:


LOURDES D. SERVITO, CESE
Assistant Schools Division Superintendent

Encl: None

Reference: Regional Memorandum No. 168, s. 2018

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

HRDU

FUNDS