

DepEd ICT Unit

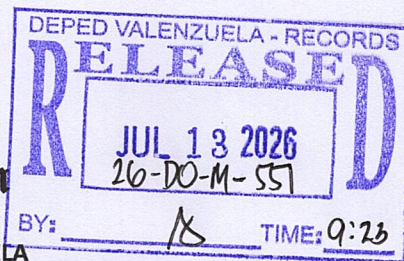
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Control no.: 26-DO-551



Republic of the Philippines
Department of Education

NATIONAL CAPITAL REGION

SCHOOLS DIVISION OFFICE OF CITY OF VALENZUELA



**Office of the Schools Division
Superintendent**

DIVISION MEMORANDUM

No. 0558 s. 2026

**SUBMISSION OF THE 2026 SCHOOL LEARNING ACTION CELL (LAC) SESSIONS
AND IN-SERVICE TRAINING FOR TEACHERS (INSET) PLANS**

To: OIC – Assistant Schools Division Superintendent
Chief Education Supervisors - CID and SGOD
Education Program Supervisors and Public Schools District Supervisors
Public Elementary and Secondary School Heads
Division Unit Heads
All Others Concerned

1. All public elementary and secondary schools in this Division are hereby directed to submit their approved 2026 School Learning Action Cell (LAC) Sessions Plan and In-Service Training for Teachers (INSET) Plan on or before July 23, 2026.

2. The LAC and INSET Plans shall be prepared using the prescribed templates provided in DM-OUHROD-2024-1576, titled "Guidelines on the Conduct of Regional Office, Schools Division Office, and School-Developed Professional Development Programs for FY 2024."

3. The submission links for the approved LAC and INSET Plans and soft copies of the prescribed templates are as follows:

Soft Copies of the Prescribed Templates:	https://tinyurl.com/sdoval-school-templates 
Submission of Approved LAC and INSET Plans:	https://tinyurl.com/sdoval-lac-inset-2026-sub 

4. Immediate dissemination of this Memorandum is desired.

NOEL D. BAGANO
Schools Division Superintendent

Encl.: none
References: DM-OUHROD-2024-1576
To be indicated in the Perpetual Index
under the following subjects:
POLICY

SCHOOLS

TRAINING PROGRAMS

HRD-SGOD
31/July 08, 2026