



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

May 24, 2021

REGIONAL MEMORANDUM

No. **000283**, s. 2021

**2ND QUARTER VIRTUAL REGULAR MONITORING ON THE IMPLEMENTATION OF
SCHOOLS DIVISION 2021 TECHNICAL ASSISTANCE (TA) PLANS**

To: Schools Division Superintendents
All Others Concerned

1. As part of the mechanisms for monitoring the implementation of technical assistance provision in the field, this Office, through the Field Technical Assistance Division (FTAD), shall conduct the 2nd Quarter virtual monitoring on the implementation of Schools Divisions' 2021 Technical Assistance (TA) Plans starting June 1- 17, 2021.

2. The objectives of this activity are to:

- a. monitor the implementation of the Division Field Technical Assistance Composite Teams (DFACTS) TA Provision Plan (DTAPP) as a result of the 1st Quarter RFACT virtual deployment;
- b. assess the start and progress on the implementation of the Schools Divisions (SDs) 2021 LCP-Based TA Plan;
- c. monitor the deployment of DFACTS to concerned schools with priority needs; and
- d. observe and provide technical assistance to a DFACT in the conduct of TA provision to prioritized schools.

3. Concerned Schools Division Offices are advised to prepare the DFACTS for the virtual visit.

4. Below is the specific schedule of FTAD Field Monitoring:

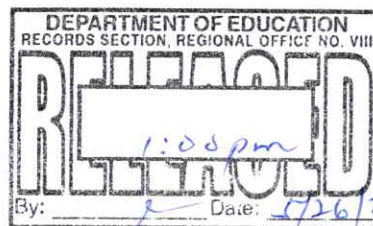
DIVISION	DATE
Borongan City	June 01, 2021
Eastern Samar	June 02, 2021
Ormoc City	June 03, 2021
Calbayog City	June 04, 2021



Samar	June 07, 2021
Northern Samar	June 08, 2021
Baybay City	June 09, 2021
Biliran	June 10, 2021
Southern Leyte	June 11, 2021
Tacloban City	June 14, 2021
Catbalogan City	June 15, 2021
Leyte	June 16, 2021
Maasin City	June 17, 2021

5. The Google Meet platform will be used in the video conferencing and the link to the activity will be sent through the DepEd e-mail accounts or in the Group Chat of the Division TA and SBM Coordinators who in turn will send to the participants. All attendees are reminded to observe proper netiquette.
6. Enclosed herewith is the Field Monitoring Tool on Schools Division Technical Assistance (TA) Plan Implementation for reference and guidance.
7. The MOVs of the Field Monitoring Tool shall be presented in a Power Point Presentation and shall be submitted to the Regional Office thru ftad.region8@deped.gov.ph duly signed by all signatories.
8. Immediate dissemination of and compliance with this Memorandum are desired.


MA. GEMMA MERCADO LEDESMA
 Regional Director



Enclosures: *As stated*
 References: *Regional Order No. 001, s. 2019*
 To be indicated in the Perpetual Index under the following subjects:

MONITORING SCHOOLS DIVISION TECHNICAL ASSISTANCE

FTAD-GMM



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

FIELD MONITORING TOOL ON SCHOOLS DIVISION TECHNICAL ASSISTANCE (TA) PLAN IMPLEMENTATION

Schools Division: _____

Date Monitored: _____

Indicators	Action Taken		MOVs (Please prepare in folder)	Remarks
	Yes	No		
1. Crafted an approved Schools Division TA Plan for 2021.			2021 Division TA Plan	
2. Conducted an Orientation/Reorientation on the Contextualized Technical Assistance Mechanism (CTAM) and/or TA Providers' roles and functions for new members of the DFACTs such as EPSs, Education Program Specialists, PSDS/DICs/Coordinating Principals, and other Technical Personnel in the Division.			Division Memo/ACR/ Pictorials /Attendance Sheets	
3. Organized/Reorganized the Division Field Technical Assistance Composite Teams for 2020.			Division Memo/List of DFACTs & TORs	
4. Identified the schools to be prioritized for TA provision per quarter.			Segmentation printout	
5. Provided TA to prioritized schools through:			List of Schools provided with TA/Reports on TA/Documents	
a. Focus Group Discussions (FGDs)				
b. Interviews				
c. Observations				
d. Others (Capacity-Building/Coaching & Mentoring/Orientation-Workshops/Seminars & Trainings, etc.)				
6. Kept a copy of the contextualized TA handbook for ready reference.			CTAM Handbook	
7. Designated a Division TA Coordinator.			Special Order	
8. Designated an Alternate Division TA Coordinator.			Special Order	
9. Necessary forms for TA are readily available for TA provision activities such as:			Samples of filled-out report forms	
a. Needs Assessment Form				
b. Performance Contract/Agreement				
c. Team Technical Assistance Plan				
d. Technical Assistance Reporting Log				
e. Others				
10. Implemented the 2021 Division TA Plan			Percentage of activities completed/on progress per quarter	



11. Designed a Monitoring Tool for Monitoring of DFACTs' deployment, results, and progress on TA provision			Monitoring Tool for DFACT's deployment	
12. Started the conceptualization and or documentation of entries for the Search for Innovative, Effective, and Best Practices on TA Provision of the Division			Sample documentations	
13. DFACTs were deployed to identified schools with priority needs.			Schedule of Deployment per quarter/DFACT Deployment Report	

Comments/Suggestions/Agreements:

Validated by:

Concurred:

Regional Monitor

Regional Monitor

ASDS/SDS/Representative