



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

October 24, 2022

**OFFICE MEMORANDUM**

No. **603**, s. 2022

To: Assistant Regional Director  
Regional Office Division Chiefs  
All Others Concerned

**4<sup>TH</sup> QUARTER PRE-DEPLOYMENT CONFERENCE CUM WORKSHOP ON TECHNICAL ASSISTANCE PROVISION WITH THE REGIONAL FIELD TECHNICAL ASSISTANCE COMPOSITE TEAMS (RFACTS)**

1. In preparation for the 4<sup>th</sup> quarter deployment of the Regional Field Technical Assistance Composite Teams (RFACTS), this Office, through the Field Technical Assistance Division (FTAD), shall conduct the 4<sup>th</sup> Quarter Pre-Deployment Conference cum Workshop on Technical Assistance Provision with the Regional Field Technical Assistance Composite Teams (RFACTS) on November 28, 2022, 9:30 AM at the RELC-NEAP Training Hall, DepEd Regional Office VIII Complex, Government Center, Candahug, Palo, Leyte.
2. The objectives of this activity are to:
  - a. harvest TA agenda from RO divisions for the 4<sup>th</sup> quarter RFACT deployment;
  - b. harvest TA inputs from RO Divisions based on the TA agenda gathered;
  - c. craft customized TA Provision Plan;
  - d. agree on the TA provision workflow/matrix and identify members' assigned tasks; and
  - e. set schedule on the submission of RFACTS' TA Reports and post deployment conference.
3. The participants to this conference cum workshop are the Assistant Regional Director, Chiefs of the eight Regional Office Divisions, and the RFACT Members (see attached list). All members are advised to bring laptops.
4. Expenses incurred relative to this activity such as one meal and two snacks, venue rental, and materials shall be charged against FTAD Funds, subject to the usual accounting and auditing rules and regulations.
5. Immediate dissemination of and compliance with this Memorandum are desired.



*[Signature]*  
**EVELYN R. FETALVERO, CESO IV**  
Regional Director *[Initials]*

By: *[Signature]* Date: *10/24/22*

