



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

January 23, 2023

OFFICE MEMORANDUM

No. **036**, s. 2023

To: Assistant Regional Director
Regional Office Division Chiefs
Section/Unit Heads
All Others Concerned

**CY 2023 REGIONAL FIELD TECHNICAL ASSISTANCE COMPOSITE
TEAMS (RFACTS) CONTINGENCY PLAN**

- To effectively respond to valid circumstances that may hinder some members of the Regional Field Technical Assistance Composite Teams (RFACTs) to provide technical assistance during deployments and to ensure that the implementation of Technical Assistance (TA) in the Region to the Schools Divisions is sustained, this Office, through the Field Technical Assistance Division (FTAD), hereby informs all concerned of the **CY 2023 Regional Field Technical Assistance Composite Teams (RFACTs) Contingency Plan**, to wit:
- During RFACT deployment, if some members of the team fail to join due to valid reasons, the absent member/s can be replaced by an RFACT member/s from another team who come/s from that Functional Division. In this scenario, the team shall already be a **Flexi RFACT**.
- Aside from the members of the RFACTs indicated in the Regional Memorandum 045, s. 2023, Ms. Ma. Laura F. Paglinawan and Ms. Russel L. Resco shall also be a member of the Flexi RFACT, if their technical expertise is needed.
- Attached is the template for the Letter of Explanation to be accomplished by the RFACT Teams for her/his absence in the RFACT deployment.
- Immediate dissemination of and compliance with this Memorandum are desired.

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

DEPARTMENT OF EDUCATION
 RECORDS SECTION, REGIONAL OFFICE NO. VIII
036

By: *[Signature]* Date: *1/24/23*





Republic of the Philippines
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Attachment to OM _____, s. 2023

LETTER OF EXPLANATION TEMPLATE FOR RFACTS

Date: _____

EVELYN R. FETALVERO, CESO IV

Regional Director
DepEd Regional Office No. 8
Government Center, Candahug,
Palo, Leyte

Ma'am:

I respectfully write to inform you that I failed to participate in the deployment of RFACT scheduled on _____ for _____ in which I was a Member/Team Leader.

Reason/s: _____

Yours very truly,

RFACT Member/Team Leader

Action Taken:

Approved Disapproved

EVELYN R. FETALVERO, CESO IV

Director IV

