



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

April 18, 2023

**OFFICE MEMORANDUM**

FTAD-2023- 222

**QUARTERLY PLANNING CONFERENCE CUM WORKSHOP ON TECHNICAL ASSISTANCE PROVISION OF THE REGIONAL FIELD TECHNICAL ASSISTANCE COMPOSITE TEAMS (RFTACTs)**

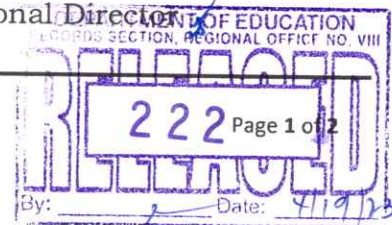
To: Director III  
Functional Division Chiefs  
All Others Concerned

1. In preparation for the quarterly deployment of the Regional Field Technical Assistance Composite Teams (RFTACTs), this Office, through the Field Technical Assistance Division (FTAD), shall conduct the Quarterly Planning Conference *cum* Workshop on Technical Assistance Provision of the RFTACTs on schedules presented below, 9:00 AM at RELC-NEAP, DepEd Regional Office VIII Complex, Government Center, Candahug, Palo, Leyte.

Quarter	Date
2	May 12, 2023
3	August 15, 2023
4	October 23, 2023

2. The objectives of this activity are to:
  - a. present the analyzed TA Results and the data reported in the QPIR;
  - b. harvest TA agenda and inputs from the Regional Functional Divisions' program owners for the quarterly RFTACT deployment;
  - c. craft customized RFTACTs' TA Provision Plan (RTAPP); and
  - d. set a schedule for the submission of RFTACTs' TA Reports.
3. The participants in this activity are the Assistant Regional Director, Chiefs of the eight Regional Office Divisions, and the RFTACT Members (see attached list).
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.

*ff*  
**EVELYN R. FETALVERO, CESO IV**  
Regional Director



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Enclosures: List of RFTAC Teams

References: RO 01, s. 2019, CTAM Handbook, FTAD 2023 WFP

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

CONFERENCE

RFTACT

TECHNICAL ASSISTANCE

FTAD-GMM



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