



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

June 9, 2023

**REGIONAL MEMORANDUM**

No. **582** s. 2023

**3<sup>RD</sup> QUARTER CONSULTATIVE CONFERENCE ON TECHNICAL ASSISTANCE  
 (TA) MECHANISM CUM SCHOOL-BASED MANAGEMENT (SBM) COACHING**

To: Schools Division Superintendents  
 Regional Office Division Chiefs  
 All Others Concerned

1. As part of the mechanism in monitoring the progress of the implementation of each Schools Division's 2023 Technical Assistance Plan, this Office, through the Field Technical Assistance Division (FTAD), shall conduct the 3<sup>rd</sup> Quarter Consultative Conference on Technical Assistance (TA) Mechanism *cum* School-Based Management (SBM) Coaching on August 2-3, 2023 at a venue to be announced later.
2. The objectives of the activity are as follows:
  - a. Harvest the status on the implementation of the TA interventions as reflected in the Schools Division 2023 TA Plan;
  - b. Identify emerging practices of the SDOs and schools in resolving Bottlenecks, Lags, Issues, and Concerns (BLICs) and closing the gaps; and
  - c. Other matters.
3. The conference shall be attended by the CID and SGOD Chiefs, Division TA and SBM Coordinators of the 13 SDOs, the FTAD Chief, FTAD Education Program Supervisors, and 2 Support Staff. Attached are the Activity Matrix for reference and Confirmation of Attendance Template to be approved by the Schools Division Superintendent.
4. Participants shall be ready with the necessary reports or slide deck presentations based on the aforementioned agenda items.
5. Board and lodging of all participants shall be charged against FTAD Funds while travel expenses to their Local Funds, subject to the usual accounting and auditing rules and regulations. The first meal shall be snacks on the 1<sup>st</sup> day.
6. Immediate dissemination of and compliance with this memorandum are desired.

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



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Page 1 of 2

Enclosures: Activity Matrix and Confirmation of Attendance Template

References: 2023 FTAD WFP

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

CONFERENCE

SCHOOLS DIVISION

TECHNICAL ASSISTANCE

FTAD-GMM



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**3RD QUARTER CONSULTATIVE CONFERENCE ON TECHNICAL ASSISTANCE (TA) MECHANISM  
 CUM SCHOOL-BASED MANAGEMENT (SBM) COACHING**

Venue: TBA  
 August 2-3, 2023

Time / Day	Day 1	Day 2
8:00 AM- 08: 30 AM		Attendance Check and Preliminaries
08:30 AM- 11:00 AM		Reporting on the Emerging Practices of the SDOs and Schools in Resolving BLICs aligned on the Principles of SBM
11:00 AM- 12:00 AM		Open Forum
12:01 PM- 1:00 PM		Lunch Break
01:01 PM- 01:30 PM	Arrival and Registration of Participants	Closing Program
01:30 PM- 02:00 PM	Opening Program	
02:01 PM- 05:00 PM	Reporting on the Status of the TA Intervention Results based on the SDO 2023 TA Plan	
05:01 PM- 06:00 PM	Open Forum	
06:01 PM- 07:00 PM	Dinner	
Officer of the Day	Anna Lyn B. Lim	Anna Lyn B. Lim

Prepared by:

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**GERALDINE M. MANGALIMAN**  
 Education Program Supervisor

Noted by:

*Mercedes D. Sarmiento*  
**MERCEDES D. SARMIENTO**  
 FTAD Chief



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**CONFIRMATION LETTER**

\_\_\_\_\_  
Date

**EVELYN R. FETALVERO, CESO IV**  
Regional Director  
DepEd Regional Office No. VIII  
Candahug, Palo, Leyte

Madam:

May I respectfully submit the **List of Confirmed Participants** to the **3<sup>rd</sup> Quarter Consultative Conference on Technical Assistance (TA) Mechanism cum School-Based Management (SBM) Coaching** on **August 2-3, 2023**.

NAME	POSITION	CONTACT NUMBER	SIGNATURE

Very truly yours,

\_\_\_\_\_  
Schools Division Superintendent

\_\_\_\_\_  
Schools Division Office



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