



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

October 22, 2024

REGIONAL MEMORANDUM

No. **1340** s. 2024

**CORRIGENDUM TO REGIONAL MEMORANDUM NO. 595, S. 2024 RE:
 CAPABILITY BUILDING OF THE MEMBERS OF THE RFTACT
 AND DFTACT ON TECHNICAL ASSISTANCE
 MECHANISM AND PROCESSES**

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

1. Relative to Regional Memorandum No. 595, s. 2024 re: Capability Building of the Members of the RFTACT and DFTACT on Technical Assistance Mechanism and Processes, this Office, through the Field Technical Assistance Division (FTAD), informs the field on the changes in the number of participants from the Regional Office (RO) and Schools Division Offices (SDO) as indicated below.

RO Participants	No.	SDO Participants	No.
AD	5	SGOD Chiefs	13
CLMD	4	CID Chiefs or Co-TA Coordinator	13
ESSD	6	TA Coordinators	13
FD	2	Leyte Division EPS/PSDS	1
FTAD	4	Tacloban City Division EPS/PSDS	2
HRDD	6		
PPRD	2		
RD	1		
ARD	1		
ORD-ICT	1		
ORD-Legal	2		
ORD-PAU	2		
Total	36		42

2. All SDOs shall send the scanned copy of the accomplished Confirmation Letter to **ftad.region8@deped.gov.ph** on or before October 29, 2024 (see attached).

3. All other provisions of the Regional Memorandums No. 595 and 1038, s. 2024 which are consistent with this issuance remain in effect.

4. Immediate dissemination of and compliance with this Memorandum are desired.



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

By: *[Signature]* Date: *10/22/24*
 Address: Government Center, Candahug, Palo, Leyte
 Telephone No.: (053) 832-5738
 Email Address: region8@deped.gov.ph
 Website: region8.deped.gov.ph



Enclosures: List of Participants

References: As stated

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

CAPABILITY BUILDING

TECHNICAL ASSISTANCE

FTAD-GMM



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

CONFIRMATION LETTER

Date

Regional Director
DepEd Regional Office No. VIII
Candahug, Palo, Leyte

Sir/Madam:

May I respectfully submit the **List of Confirmed Participants** to the **(Title of the activity)** on **(Date)** at **(venue)**.

NAME	POSITION	CONTACT NUMBER	SIGNATURE

Very truly yours,

Schools Division Superintendent

Schools Division Office



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

September 4, 2024

REGIONAL MEMORANDUM

No. **1038** s. 2024

**UPDATES ON THE CAPABILITY BUILDING OF THE MEMBERS OF
THE RFTACT AND DFTACT ON TECHNICAL ASSISTANCE
MECHANISM AND PROCESSES**

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

1. This Office, through the Field Technical Assistance Division (FTAD), informs all concerned that the conduct of the Capability Building of the Members of the RFTACT and DFTACT on Technical Assistance Mechanism and Processes shall be on November 4-8, 2024 with the updated Program of Activities attached hereto.
2. All other provisions of Regional Memorandum No. 595, s. 2024 which are consistent with this issuance remain in force and in effect.
3. Immediate dissemination of this Memorandum is desired.


EVELYN R. FETALVERO, CESO IV
Regional Director ✓

Enclosures: As stated

References: None

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

CAPABILITY BUILDING

TECHNICAL ASSISTANCE

FTAD-GMM





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

May 23, 2024

REGIONAL MEMORANDUM

No. **595** s. 2024

**CAPABILITY BUILDING OF THE MEMBERS OF THE RFTACT AND DFTACT
ON TECHNICAL ASSISTANCE MECHANISM AND PROCESSES**

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

1. This Office, through the Field Technical Assistance Division (FTAD), shall conduct a Capability Building of the Members of the RFTACT and DFTACT on Technical Assistance Mechanism and Processes on July 15-19, 2024 at RELC-NEAP, DepEd Regional Office VIII Complex, Government Center, Candahug, Palo, Leyte.
2. The activity aims to equip the TA providers with the necessary skills to provide strategic, relevant, effective, and efficient technical support to Schools Division Offices (SDOs) and the SDOs to schools and community learning centers (CLCs).
3. Attached are the list of expected participants and indicative Program of Activities for reference.
4. SDO Participants shall bring the latest sample Division Education Development Plan (DEDP), EBEIS Data -Access and Quality for the last five years, and sample Technical Assistance Plans.
5. Expenses on venue and meals of the participants shall be charged against FTAD Funds while travelling and lodging expenses of the SDO participants shall be charged against their respective local funds, subject to the usual government rules and accounting procedures. The first meal is lunch of Day 1, July 15, 2024, and the last meal is AM snacks of Day 5, July 19, 2024.
6. Immediate dissemination of and compliance with this Memorandum are desired.


EVELYN R. FETALVERO CESO IV
Regional Director



Enclosures: None

References: None

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

CAPABILITY BUILDING

TECHNICAL ASSISTANCE

FTAD-GMM

Annex A

LIST OF PARTICIPANTS

RO Participants	No.	SDO Participants	No.
Admin (Chief, SAO, Unit Heads)	9	SGOD Chiefs	13
CLMD (Chief and EPSs)	11		
ESSD (Chief, HNU, Physical Facilities, and Partnership)	6		
Finance (Chief, Accountants, Budget Officer, and SAO)	8		
FTAD	4		
HRDD (Chief, EPSs, SEPS, and EPS II)	5		
PPRD (Chief, EPS, SEPS, Planning Officer, and AO)	5		
QAD (Chief and EPSs)	7		
RD	1		
ARD	1		
ORD - ICT	2		
ORD - Legal	4		
ORD - PAU	2		
Total	65		13

Annex B

Indicative Program of Activities

**Capability Building of the Members of the RFTACT and DFTACT
on Technical Assistance Mechanism and Processes**

July 15-19, 2024

Time	Topics
Day 1	
12:00 – 1:30 PM	Arrival and Registration
1:31 – 2:00 PM	Opening Program
2:01 – 2:30 PM	Session 1. Overview of Technical Assistance
2:31 – 2:45 PM	Health Break
2:46 – 5:00 PM	Session 2. KPI-Driven Technical Assistance
Day 2	
8:00 – 8:15 AM	MOL
8:16 – 10:00 AM	Session 2. KPI-Driven Technical Assistance
10:01 – 10:15 AM	Health Break
10:16 – 12:00 AM	Session 2. KPI-Driven Technical Assistance
12:01 – 1:00 PM	Lunch Break
1:01 – 3:00 PM	Session 3. TA to TA: Suggested Process
3:01 – 3:15 PM	Health Break
3:16 – 5:00 PM	Session 3. TA to TA: Suggested Process
Day 3	
8:00 – 8:15 AM	MOL
8:16 – 10:00 AM	Session 3. TA to TA: Suggested Process
10:01 – 10:15 AM	Health Break
10:16 – 12:00 AM	Session 3. TA to TA: Suggested Process
12:01 – 1:00 PM	Lunch Break
1:01 – 3:00 PM	Session 3. TA to TA: Suggested Process
3:01 – 3:15 PM	Health Break
3:16 – 5:00 PM	Session 3. TA to TA: Suggested Process
Day 4	
8:00 – 8:15 AM	MOL
8:16 – 10:00 AM	Session 4. Key Components of a Technical Assistance (TA) Plan
10:01 – 10:15 AM	Health Break
10:16 – 12:00 AM	Session 4. Key Components of a Technical Assistance (TA) Plan
12:01 – 1:00 PM	Lunch Break
1:01 – 3:00 PM	Session 4. Key Components of a Technical Assistance (TA) Plan
3:01 – 3:15 PM	Health Break
3:16 – 5:00 PM	Session 4. Key Components of a Technical Assistance (TA) Plan
Day 5	
8:00 – 8:15 AM	MOL
8:16 – 10:00 AM	Crafting and Presentation of TA Plans
10:01 – 11:00 AM	Closing