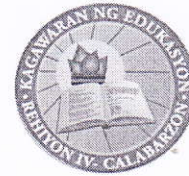




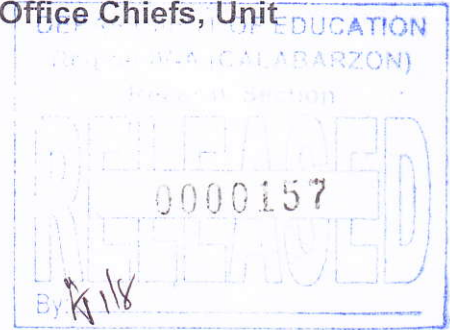
Republic of the Philippines
 Department of Education
REGION IV-CALABARZON
 Karangalan Drive, Krangalan Village
 Cainta, Rizal



MEMORANDUM

To: **Schools Division Superintendents, Regional Office Chiefs, Unit Heads and Team Leaders**

From: **DIOSDADO M. SAN ANTONIO**
 Director II
 Officer - In Charge
 Office of the Regional Director



Subject: ***Third synchronized visit of field technical assistance subteams for school year 2013 – 2014***

Date : **January 7, 2014**

Consistent with DepEd CALABARZON'S mandate of upholding team-based delivery functions and services, the Field Technical Assistance (FTA) Subteams will conduct its Third Synchronized Visit on the following dates:

Subteams	Inclusive Dates	Days	Divisions	Key Person
1	Jan. 21 Jan. 22 Jan. 23	Tuesday Wednesday Thursday	Imus City Sta Rosa City Batangas Prov.	Mrs. EDENIA O. LIBRADA Ms. PAZ Q. LUNGWAY
2	Jan. 22 Jan. 23 Jan. 24	Wednesday Thursday Friday	Tanauan City Batangas City Quezon	Ms. PAZ Q. LUNGWAY Dr. BEATRIZ TORNO
3	Jan. 20 Jan. 23 Jan. 24	Monday Thursday Friday	Dasmaringas City Cavite Prov. Lipa City	Dr. ERICO M. HABIJAN
4	(Jan. 21, travel date to Lucena City) Jan. 22 Jan. 23 Jan. 24	Wednesday Thursday Friday	Lucena City Cavite City Rizal	Dr. BEATRIZ TORNO Dr. ERICO M. HABIJAN
5	Jan. 21 Jan. 22 Jan. 23	Tuesday Wednesday Thursday	Antipolo City San Pablo City Calamba City	Dr. LUZ OSMENA Dr. LUZ OSMENA
6	Jan. 21 Jan. 22 Jan. 23	Tuesday Wednesday Thursday	Bacoor City Laguna Tayabas City	Dr. ERICO M. HABIJAN Dr. BEATRIZ TORNO

Received: Joseph
 1/9/14
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The FTA visit aims to provide technical assistance in;

- Strengthening the Division Technical Assistance Mechanism Process focus in Implementation Stage, Progress/Annual Report Management Stage, and Evaluation of TA Stage
- Carrying out the K-12 Curriculum in Grade III Pilot Schools in the every division.
- Upgrading the NAT Performance of the Elem. and Sec. pupils/students by identifying and resolving problems and opportunities
- Mapping out Alternative Learning System (ALS) Service Providers/Literacy Facilitators of the division and
- Sighting solutions/situations to address other issues and concerns.

All divisions are requested to conduct pre-work activities which are as follows;

- a. Preparation of 3-Minute powerpoint presentation on
 - how the Division Technical Assistance is implemented, Progress/Annual Report are being managed and how evaluation / assessment of TA is directed
 - the how's and what's of NAT interventions for Elem. and Sec.
- b. Monitoring of Alternative Learning System (ALS) Service Providers / Literacy Facilitator and submission of report about the activity to RO Subteam.
 - Presence of the division Service Provider/s/Literacy Facilitator/s is required.

The powerpoint in TA will be presented during the visit by the Division TA Coordinator NAT interventions by the Division Quality Assurance Coordinator/Division Curriculum Coordinator and for the ALS report by the ALS Division Supervisor. This visit will be participated by the Schools Division Superintendent, Assistant Schools Division Superintendent/s, Education Program Supervisors, Heads of Departments/Sections, District Supervisors representing each area or cluster and Secondary School Heads each area or cluster.

For any clarification email to fta_calabarzon@yahoo.com / nesrolle@yahoo.com.

Travel expenses related to this activity are chargeable against local funds subject to the usual accounting and auditing rules and regulations.

Immediate dissemination of this Memorandum is desired.