



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
GATE 2, KARANGALAN VILLAGE
1900 CAINTA, RIZAL



18 May 2021

Regional Memorandum

TECHNICAL ASSISTANCE DELIVERY TO THE DIVISION FIELD TECHNICAL ASSISTANCE TEAMMATES (DFTATS) THROUGH KUMUSTAHAN

To **SCHOOLS DIVISION SUPERINTENDENTS**
REGIONAL FIELD TECHNICAL ASSISTANCE TEAMMATES (RFTATS)
DIVISION FIELD TECHNICAL ASSISTANCE TEAMMATES (DFTATS)

1. Pursuant to Regional Memorandum No. 208, s. 2021, this Office through the Field Technical Assistance Division (FTAD) in collaboration with the Regional Field Technical Assistance Teammates (RFTATs) will conduct a Technical Assistance Delivery to the Division Field Technical Assistance Teammates (DFTATs) through Kumustahan. The schedule of the conduct of this activity is attached herewith.

2. This activity seeks to determine and resolve underlying issues and concerns based on the submitted needs for Comprehensive TA Engagement to Governance Levels and Units Covering All Areas of Management and Operations by the Schools Division Office, facilitate broad-based capacity-building opportunities to the Schools Division Office (SDOs) to ensure the effective implementation of the BE- LCP for the improvement of learning outcomes. Coaching will be provided to the DFTATs as professional support provided towards assisting them to be effective in their functions and/or achieving set goals and providing necessary information in resolving issues and concerns in the SDOs.

3. The participants to this activity from the Schools Division Office are the Chiefs of School Governance and Operation Division and Curriculum Implementation Division, Division Field Technical Assistance Team Leaders, and Assistant Team Leaders, FTA Coordinator and SBM Coordinators. The presence of the Schools Division Superintendents and Assistant Superintendent is highly appreciated. The participants from the Regional Office are the FTAD personnel, the Regional Field Technical Assistance Teammates assigned in the Schools Division Office.

4. All participants are requested to register at <https://tinyurl.com/ftaengagement>. The Schools Division Office is requested to prepare a 3- 5 minute presentation relative to the submitted SDO Needs Based for Comprehensive TA Engagement, a Google Classroom, preliminaries, and the meeting link which will be sent



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to fta.calabarzon@deped.gov.ph on or before the scheduled date specified on the attachment.

5. Strict adherence to the IATF Health Protocols and Office Health Standards must be observed in the conduct of this activity.

6. Expenses of the participants from the Regional Office relative to the conduct of this activity will be charged against Regional Funds and the participants from the Schools Division Office will be charged against their local funds, subject to the usual accounting and auditing rules and regulations.

7. For more information or queries, you may contact Mr. Michael Girard R. Alba, Chief Education Supervisor of Field Technical Assistance Division at 09178885853.

8. Immediate dissemination of this Memorandum is highly desired.


FRANCIS CESAR B. BRINGAS
Regional Director 

cc:FTAD/alba

**TECHNICAL ASSISTANCE DELIVERY TO THE DIVISION FIELD TECHNICAL ASSISTANCE
TEAMMATES (DFTATS) THROUGH KUMUSTAHAN**

SCHEDULE

Date	Time	Schools Division Office	RFTATs Assigned
May 28, 2021	1:00 p.m. – 4:00 p.m.	Quezon Province	Team 8
May 31, 2021	9:00 a.m. – 12:00 p.m.	San Pablo City	Team 4
	1:00 p.m. – 4:00 p.m.	Laguna Province	Team 4
June 1, 2021	9:00 a.m. – 12:00 p.m.	Lipa City	Team 3
	1:00 p.m. – 4:00 p.m.	Rizal Province	Team 2
June 2, 2021	9:00 a.m. – 12:00 p.m.	Biñan City	Team 1
	1:00 p.m. – 4:00 p.m.	Antipolo City	Team 2
June 3, 2021	9:00 a.m. – 12:00 p.m.	General Trias City	Team 5
	1:00 p.m. – 4:00 p.m.	Imus City	Team 6
June 8, 2021	9:00 a.m. – 12:00 p.m.	Batangas City	Team 7
	1:00 p.m. – 4:00 p.m.	Lucena City	Team 8
June 9, 2021	9:00 a.m. – 12:00 p.m.	Cabuyao City	Team 1
	1:00 p.m. – 4:00 p.m.	Cavite City	Team 2
June 10, 2021	9:00 a.m. – 12:00 p.m.	Calamba City	Team 3
	1:00 p.m. – 4:00 p.m.	Dasmariñas City	Team 6
June 17, 2021	9:00 a.m. – 12:00 p.m.	Tayabas City	Team 8
	1:00 p.m. – 4:00 p.m.	Tanauan City	Team 3
June 18, 2021	9:00 a.m. – 12:00 p.m.	Sta. Rosa City	Team 1
	1:00 p.m. – 4:00 p.m.	Batangas Province	Team 7
June 22, 2021	9:00 a.m. – 12:00 p.m.	Cavite Province	Team 5
	1:00 p.m. – 4:00 p.m.	Bacoor City	Team 6

**TECHNICAL ASSISTANCE DELIVERY TO THE DIVISION FIELD TECHNICAL ASSISTANCE
TEAMMATES (DFTATS) THROUGH KUMUSTAHAN**

Activities

9:00 a.m. – 9:10 a.m. 1:00 p.m. – 1:10 p.m.	Preliminaries	c/o SDO
9:10 a.m. – 9:20 a.m. 1:10 p.m. – 1:20 p.m.	Welcome Remarks	Schools Division Superintendent / Representative
9:20 a.m. – 9:25 a.m. 1:20 p.m. – 1:25 p.m.	Introduction of Participants from the Division Office	c/o SDOs
9:25 a.m. – 9:30 a.m. 1:25 p.m. – 1:30 p.m.	Introduction of Participants from the Regional Office	Romyr L. Lazo Education Program Supervisor Field Technical Assistance Division
9:30 a.m. – 9:35 a.m. 1:30 p.m. – 1:35 p.m.	Courtesy and Rationale of the Conduct of Technical Assistance Delivery to the Division Field Technical Assistance Teammates (DFTATs) Through Kumustahan	Michael Girard R. Alba Chief Education Supervisor Field Technical Assistance Division
	Courtesy Call and Pep Talk	RFTAT Team Leader / Representative
9:35 a.m. – 9:45 a.m. 1:35 p.m. – 1:45 p.m.	Presentation of SDO Needs Based For Comprehensive TA Engagement Based on the Submission of the SDOs	SDO Representative
9:45 a.m. – 9:55 a.m. 1:45 p.m. – 1:55 p.m.	Presentation of Technical Assistance Plan	RFTATs Team Leaders / Assistant Team Leaders
9:55 a.m. – 10:30 a.m. 1:55 p.m. – 2:30 p.m.	Facilitation of Coaching Engagements through Kumustahan	RFTATs Assigned to the SDO Andrea Maybel E. Abrencillo Education Program Supervisor Facilitator
10:30 a.m. – 11:30 a.m. 2:30 p.m. – 3:30 p.m.	Focus Group Discussion	RFTATs and DFTATs
11:30 a.m. – 11:45 a.m. 3:30 p.m. – 3:45 p.m.	Facilitation of Performance Contract Agreement	Eugenio S. Adrao Education Program Supervisor
11:45 a.m. – 12:01 p.m. 3:45 p.m. – 4:01 p.m.	Closing Program	c/o SDO