



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



30 June 2021

Regional Memorandum

**TRAINING-WORKSHOP ON REVITALIZING THE TRACKING AND ANALYSIS OF THE
COMPREHENSIVE TECHNICAL ASSISTANCE PROVIDED TO SCHOOLS TOWARDS
MEANINGFUL BE-LCP IMPLEMENTATION**

To **SCHOOLS DIVISION SUPERINTENDENTS**

1. Pursuant to Regional Memorandum No. 44, s. 2021, this Office through the Field Technical Assistance Division (FTAD) will conduct a Training-Workshop on Revitalizing the Tracking and Analysis of the Comprehensive Technical Assistance Provided to Schools Towards Meaningful BE-LCP Implementation on July 29-30, 2021 at NEAP, Malvar, Batangas.
2. This activity seeks to develop a blueprint of unified tracking and monitoring process and tool. It further aims to enhance the skills of analyzing TA results and in tracking the delivery of Technical Assistance to SDOs; gather data by tracking the delivery of Technical Assistance to SDOs, and analyze the data gathered on the TA implementation.
3. The participants in this activity are the FTA Focal Persons. They are requested to bring a laptop, extension wire, data on the SDO and schools' needs, and technical assistance provided by SDO to schools.
4. All participants are requested to register at <https://tinyurl.com/trackingfta> on or before July 28, 2021, and to fill out the health declaration the link of which will be sent to their official emails.
5. Strict adherence to the IATF Health Protocols and Office Health Standards must be observed in the conduct of this activity.
6. The first meal to be served is breakfast. 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.

"EXCELLENCE is a CULTURE and QUALITY is a COMMITMENT"



Trunkline: 02-8682-5773/8684-4914/8647-7487
Website: depedcalabarzon.ph
Document Inquiry : <https://r4a-teadoc.com/inquire>
Facebook: DepEd R-4A Calabarzon

7. For more information or queries, you may contact Mr. Michael Girard R. Alba, Chief Education Supervisor of FTAD at 09178885853.
8. Immediate dissemination of this Memorandum is highly desired.


FRANCIS CESAR B. BRINGAS
Regional Director


cc:FTAD/adrao

Program of Activities

Day 1: July 29, 2021		
Time	Topic	Persons Involved
8:00 a.m. – 9:00 a.m.	Registration	Eugenio S. Adrao Education Program Supervisor
9:00 a.m. – 9:15 a.m.	Preliminaries	Donagel V. Rumbaoa Administrative Assistant I
9:15 a.m. – 9:20 a.m.	Introduction of Participants	Romyr L. Lazo Education Program Supervisor
9:20 a.m. – 9:25 a.m.	Statement of Purpose / Welcome Remarks	Michael Girard R. Alba Chief Education Supervisor FTAD
9:25 a.m. – 9:30 a.m.	Agenda / Program of Activities	Andrea Mabel E. Abrencillo Education Program Supervisor
9:30 a.m. – 9:40 a.m.	Inspirational Messages	Francis Cesar B. Bringas Regional Director RUTH L. FUENTES Assistant Regional Director
9:40 a.m. – 10:00 a.m.	Presentation of the Rationale on the Development of Blueprint of Unified Tracking and Monitoring Process and Tool on Technical Assistance	Michael Girard R. Alba Chief Education Supervisor
10:00 a.m. – 11:00 a.m.	Blueprint of Unified Tracking and Monitoring Process and Tool on Technical Assistance	Michael Girard R. Alba Chief Education Supervisor
11:00 a.m. – 12:00 p.m.	Presentation of BE-LCP Framework as Basis for the Delivery of Technical Assistance	Viernalyn M. Nama Chief Education Supervisor PPRD
12:00 p.m. – 1:00 p.m.	Lunch Break	
1:00 p.m. – 3:45 p.m.	Workshop on the Development of Blueprint of Unified Tracking and Monitoring Process and Tool on Technical Assistance	Michael Girard R. Alba Chief Education Supervisor
3:45 p.m. – 4:15 p.m.	Question and Answer	Andrea Mabel E. Abrencillo Education Program Supervisor
4:15 p.m. – 4:30 p.m.	Reminders	Michael Girard R. Alba Chief Education Supervisor
Day 2: July 30, 2021		
Time	Topic	Persons Involved
8:30 a.m. – 9:00 a.m.	Management of Learning	Eugenio S. Adrao Education Program Supervisor
9:00 a.m. -12:00 p.m.	Workshop on the Development of Blueprint of Unified Tracking and	Michael Girard R. Alba Chief Education Supervisor

	Monitoring Process and Tool on Technical Assistance	
12:00 p.m. – 1:00 p.m.	Lunch Break	
1:00 p.m. – 4:25 p.m.	Presentation of the Outputs	
4:25 p.m. – 4:30 p.m.	Closing Program	