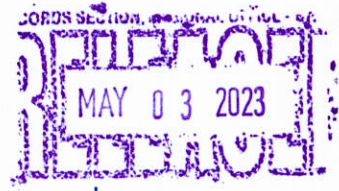




Republic of the Philippines
Department of Education
CARAGA REGION



May 2, 2023

REGIONAL MEMORANDUM

No. 0336, s. 2023

To: SCHOOLS DIVISION SUPERINTENDENTS
This Office

SECOND QUARTER REGIONAL TECHNICAL ASSISTANCE PLAN (RTAP) CY 2023
AND PROVISION OF TECHNICAL ASSISTANCE TO CONCERNED SDOs

1. This Office, through the Field Technical Assistance Division, hereby informs the field of the Second Quarter Regional Technical Assistance Plan (RTAP) CY 2023, which will provide guidance to all Regional Functional Divisions (FDs) in the provision of technical assistance to SDOs based on the TA Needs and Priorities submitted by Division Offices in the second quarter.
2. Attached in the Enclosure 1 is the 2nd Quarter Regional Technical Assistance Plan CY 2023.
3. The concerned personnel of the specific Division or Unit shall be deployed to SDOs that need technical assistance based on their TA needs on the schedule set by the concerned TA providers. In case of conflicting schedules, the assigned TA Providers shall inform the SDOs regarding the final schedule of the TA provision.
4. Board and lodging, traveling and other incidental expenses incurred by the Regional personnel relative to their participation in the aforesaid activity shall be charged against Regional Funds subject to usual accounting and auditing rules and regulations.
5. Immediate dissemination of this Memorandum is desired.


MA. GEMMA MERCADO LEDESMA
Regional Director

Encl/s.: As stated
Reference/s: NONE
To be indicated in the Perpetual Index
under the following subjects:

TECHNICAL ASSISTANCE PLAN

FTAD/jfg
05/02/2023



Address: J.P. Rosales Avenue, Butuan City
Trunkline No: (085) 225-1151
Telefax No: (085) 342-5969
Email: caraga@deped.gov.ph
Website: <https://caraga.deped.gov.ph/>



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TA Form 2

REGIONAL TECHNICAL ASSISTANCE PLAN

Quarter: Second Calendar Year: 2023

SDO	Areas of Concern	TA Needs and Priorities	Proposed /Type of TA Intervention	Time Frame (Specific Date)			Functional Divisions / RFTATs
				Apr	May	Jun	
Agusan del Norte	D.O. 54 S. 2022 – Guidelines on Senior High School on the application for TVL Specialization	Levelling-off of Senior High School Program on new TVL Specialization	Conduct of Orientation on D.O. 54 s. 2022		May 2-11, 2023		CLMD
Agusan del Norte	Senior High School Equipment's	Teachers need training on Science equipment utilization	Workshop Training on Science Equipment utilization		May 2-11, 2023		CLMD
Agusan del Norte	Electrification Projects and its related scope of works	➤ Develop a unified design of electrical materials used for Classroom, Computer Laboratory, Admin Offices, TVL	Training/Orientation/Coaching to Division Engineers, DepEd Project Engineers, School Facilities Coordinators, School Heads and School Property Custodian			June 23, 2023	ESSD



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				Apr	May	Jun	
		workshop bldg and all learning areas in school; ➤ Upgraded Transformer resulting increased of electric billing and Operation and Maintenance; Solar Energy System Operation and Maintenance					
Agusan del Norte	Create a platform for publication	➤ Provision of TA from RO on processes in creating the publication platform.	Recommend to the RO to develop/create platform for publication		May 2-11, 2023		CLMD
Bayugan City	Senior School High	Guidelines on Immersion of SHS Students	Information Sharing		May 2-11, 2023		CLMD
Bislig City	Revival of School-To-School Partnership Implementation	Issuance of Regional Memorandum on the revival of the SSP Implementation	Information sharing and attention of the Key Regional Focal in preparation of the revival of SSP	April 26, 2023			FTAD



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				Apr	May	Jun	
		Conduct of re-orientation to SSP Coordinators basis of the re-implementation of SSP					
Cabadbaran City	MAPEH: Music	Teaching Music especially Note Reading and Basic Songs for K-3	Capability Building: Skills		May 2-11, 2023		CLMD
Cabadbaran City	LR Portal	LR Portal Usage	Face-to-Face Training in Portal Usage		May 2-11, 2023		CLMD-LRMDs
Cabadbaran City	Budget and Finance	Financial Planning and Cash Management	Capability Building			June 22-23, 2023	ASD
Siargao	Approved SO of Private Schools – (SMM & E)	SDO Siargao did not get or receive a copy of Approved SO of (1) San Nicolas School; (2) Siargao Island Institute of technology. There was no record that the documents	Work Management - Requesting Regional Private Schools Focal person to facilitate records retrieval for Special Order of the mentioned private schools.		May 25, 2023		QAD



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				Apr	May	Jun	
		had been sent to SDO Siargao.					
Siargao	ALS Teachers to handle Junior High School – (CID)	Retooling of ALS Teachers handling JHS	Capability Building		May 2-11, 2023		CLMD – (ALS)
Siargao	Integrated Approach in teaching MAPEH – CID	Retooling of MAPEH teachers on Integrative Approach in Teaching, Research with MAPEH content, Provision of equipment and facilities in Music and Sports	Capability Building, Information Sharing, Work and Financial Supplementation		May 2-11, 2023		CLMD – (MAPEH)
Surigao City	GPTO for a kinder school that will offer SPED for SY 2023-2024	Provision of TA in compliance of the necessary documentary requirements and standards set by DepEd for the establishment of new schools and granting of permits to	Information Sharing and guidance by the RO focal person on SPED and kindergarten		May 25, 2023		QAD and CLMD-Kindergarten



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				Apr	May	Jun	
		school that offers special curricular programs like SPED					
Surigao City	Crafted Theory of Change of the 10 PAPs: ALS, IPED, LRMDS, SPED, BERF, HRD, OKD, ASP, SBM	Review the ToC crafted by the Division Focal Person of the identified PAPs; giving emphasis on the interconnectivity of the objectives for each ToC component that will lead to the attainment of the goal/s of a particular PAP.	Information Sharing and guidance by the Regional Focal Persons of the identified PAPs; checking on the alignment of outputs and activities in the implementation plan and M and E plan of PAPs	May 30, 2023			QAD
Surigao City	Senior High Learning resources for SHS in all subjects	Provision of learning resources for all subjects without textbooks; CapB activities for newly-hired SHS Teachers;	CapB activities for newly-hired SHS Teachers; Information sharing through TA provision	May 2-11, 2023			CLMD



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				Apr	May	Jun	
Surigao del Norte	Quality workplace	Training on 7S methodology	Information Sharing			June 22, 2023	ASD-General Services
Surigao del Sur	Curriculum Implementation	Science Comprehensive workshop on review of MELCs that require laboratory activities and possibility of providing prototype laboratory manual.	Training Workshop		May 2-11, 2023		CLMD
Surigao del Norte	Instructional Management	Training on effective learning and behavior management for Kindergarten	Capability Building		May 2-11, 2023		CLMD-Kindergarten
Surigao del Norte	Instructional Management	Monitoring techniques to constantly assess pupils performance and use those assessments to improve strategies	Capability Building		May 2-11, 2023		CLMD-Kindergarten



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				Apr	May	Jun	
Surigao del Norte	Investigatory Project	Inputs on the development of Scientific research in preparation of LIKHA and Science Fair Congress	Information Sharing		May 2-11, 2023		CLMD
Surigao del Norte	PRIMALS	Provision of appropriate monitoring tools Technical support on assessing meaningful learning outcomes	Information Sharing		May 2-11, 2023		CLMD
Surigao del Norte	Budget Accountability and Reporting	Enhancement of Basic Skills in Order to capacitate Budget Officers of Division Office Proper and IUSs	Capacity Building		June 27-28, 2023		FINANCE
Surigao del Norte	Budget Execution	Acquisition of Knowledge about the different Government Accounting updates and specific/detailed process flow in the Obligation Process	Capacity Building		June 29-30, 2023		FINANCE



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				Apr	May	Jun	
Surigao del Norte	Records counterpart in the field	Guidelines on who will be the one to handle the permanent records at the school level given that there are already newly hired non-teaching personnel, eg. AOs and; For the teachers who are being designated as records custodian, are they entitled to 15 days leave credits?	Information Sharing			June 8, 2023	ASD
Surigao del Norte	Records Management Operations	Refreshers course/ Enhancement of Basic skills in record keeping Capacitate the custodian of our record at the school on the official and formal processes of CAV and its	Capacity Building			June 8, 2023	ASD



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		forms, including the acts of checking and reviewing.					
Surigao del Sur	Curriculum Implementation	TLE/TVL Non-major TLE-TVL teachers have challenges on Content and pedagogies on the subject handled.	Capacity Building on Content and Pedagogies for non-major TLE and TVL teachers		May 2-11, 2023		CLMD
Surigao del Sur	Learning Resource Development	Science Comprehensive training especially of newly hired science teachers on the care and use of SMEs based on the MELCs that require them	Training Workshop		May 2-11, 2023		CLMD
Surigao del Sur	Learning Outcomes	Filipino Reading Assessment Materials for Grades 1 to 3 and 7 to 12 in Filipino	Development of unified reading assessment for Grade 1-3 and Grades 7-12 in Filipino		May 2-11, 2023		CLMD



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Surigao del Sur	Succession and Exit	Succession Planning	Capability Building		May 2, 2023		HRDD
Surigao del Sur	Employee Welfare	Employee Welfare Plan	Capability Building		May 2, 2023		HRDD
Surigao del Sur	Crafting Policies in M&E, HRD, and P&R	Policy Making	Capability Building			June 2023	PPRD
Surigao del Sur	Research	Assessing Research Proposals and Completed Manuscripts	Capability Building		May 25, 2023		PPRD
Surigao del Sur	Processing Step Increment in the Pay slip	Preparation of the supporting documents	Coaching/capability building on Step Integration Process and Workflows, NOSA, NOSI, and service record preparation and updating			June 8, 2023	ASD



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Surigao del Sur	KRA of Administrative Officer 2	Percentage of Other KRAs (Financial Management, Planning, Supply/Procurement)	Virtual Meeting			June 8, 2023	ASD
Tandag City	Difficulty of the Division Personnel to analyze the data gathered using the Descriptive/Inferential Statistics	Data Analysis Software (SPSS)	Virtual Capability building on the use of Data Analysis Software			June 2023	PPRD

Prepared by:


JONATHAN P. GARZON
EPS, FTAD

Approved:


MA. GEMMA MERCADO LEDESMA
Regional Director



Address: J.P. Rosales Avenue, Butuan City
Trunkline No: (085) 225-1151 / Telefax No: (085) 342-5969
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