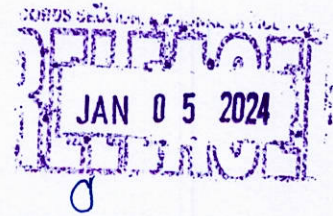




Republic of the Philippines
Department of Education
CARAGA REGION



January 5, 2024

REGIONAL MEMORANDUM
No. 0019, s. 2024

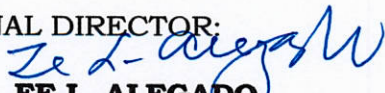
To: SCHOOLS DIVISION SUPERINTENDENTS
This Region

SUBMISSION OF QUARTERLY TECHNICAL ASSISTANCE NEEDS
AND PRIORITIES OF THE SCHOOLS DIVISION OFFICES

1. To ensure that Schools Division Offices (SDOs) are provided with appropriate, relevant, and timely guidance towards continuous improvement and to help them achieve the set goals, each SDO needs to submit the List of TA Needs and Priorities every quarter using the attached TA Form 1 (Enclosure no.1). For soft copy, the TA Form 1 template can be downloaded through this link, <https://bit.ly/3TM4wVm>.
2. The designated TA Focal Person shall work collaboratively with the Chiefs of SGOD and CID to consolidate the list of TA Needs and Priorities to be addressed by the Regional Office and submit it through this email address, ftad_caraga@deped.gov.ph.
3. Submission shall be on the *second week of the first month of every quarter*.
4. Strictly modification of the template is not allowed.
5. Immediate dissemination of the compliance with this memorandum is desired.

MARIA INES C. ASUNCION
Director III
Office In-Charge
Office of the Regional Director

BY THE AUTHORITY OF THE REGIONAL DIRECTOR:


FE L. ALEGADO
Chief, Finance Division

Encl/s.: TA Form 1
Reference/s: NONE
To be indicated in the Perpetual Index
under the following subjects:

SUBMISSION TA NEEDS AND PRIORITIES

FTAD/jfg
01/05/2024



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/>



2024-01-00263

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Republic of the Philippines
Department of Education
CARAGA REGION

TA Form 1

LIST OF TA NEEDS AND PRIORITIES
(To be accomplished by the DFTATs)

Division: _____

Quarter: _____

Calendar Year: _____

Instructions: List down ALL the TA Needs and Priorities to be addressed by the Regional Office.

Areas of Concern	TA Needs and Priorities (Be specific)	Technical Assistance Needed from the RO (Information Sharing, Capability Building, Group/Work Management, etc.)	RO Functional Division

Prepared by: _____

Division Technical Assistance Focal Person

Approved by: _____

Schools Division Superintendent



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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