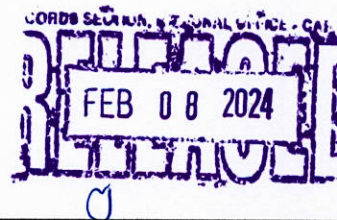




Republic of the Philippines  
Department of Education  
CARAGA REGION



February 7, 2024

REGIONAL MEMORANDUM

No. 0104, s. 2024

To: SCHOOLS DIVISION SUPERINTENDENTS  
This Region

SUBMISSION OF COMPOSITION OF THE DIVISION FIELD TECHNICAL  
ASSISTANCE TEAMS (DFTATs)

1. This Office, through the Field Technical Assistance Division, is hereby requesting all School Division Offices (SDOs) to promptly submit the updated composition of their Division Field Technical Assistance Teams (DFTATs).
2. Please ensure that the updated and approved DFTATs composition, along with their respective expertise and Terms of Reference, is submitted on or before February 21, 2024, via email to [ftad\\_caraga@deped.gov.ph](mailto:ftad_caraga@deped.gov.ph). Kindly refer to the attached template for guidance.
3. Immediate dissemination of and strict compliance with this memorandum is directed.

**MARIA INES C. ASUNCION**

Director III  
Office In-Charge  
Office of the Regional Director

BY THE AUTHORITY OF THE REGIONAL DIRECTOR:

  
**PEDRO T. ESCOBARTE, JR. CESO IV**  
Assistant Regional Director

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

COMPOSITION

DFTATs

TA Providers

FTAD/jfg  
02/07/2024



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|----------------|-------------|------|--------|
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| Effectivity    | 02.01.23    | Page | 1 of 2 |

**Suggested Division Field Technical Assistance Teams Composition**

| <b>DFTATs<br/>(Complete Name)</b> | <b>Designation</b>      | <b>Position</b> | <b>Expertise/<br/>Specialization</b> |
|-----------------------------------|-------------------------|-----------------|--------------------------------------|
| SDS                               | Chairperson             |                 |                                      |
| ASDS                              | Co-Chairperson          |                 |                                      |
| To be assigned by<br>the SDS      | Overall Head /<br>Focal |                 |                                      |

**Team 1**

| <b>DFTATs<br/>(Complete Name)</b> | <b>Designation</b> | <b>Position</b> | <b>Expertise/<br/>Specialization</b> |
|-----------------------------------|--------------------|-----------------|--------------------------------------|
| To be assigned by<br>the SDS      | Team Leader        |                 |                                      |
|                                   | Asst. Team Leader  |                 |                                      |
|                                   | Secretariat        |                 |                                      |
|                                   | Member             |                 |                                      |
|                                   | Member             |                 |                                      |
|                                   | Member             |                 |                                      |
|                                   | ...                |                 |                                      |

**Team 2**

| <b>DFTATs<br/>(Complete Name)</b> | <b>Designation</b> | <b>Position</b> | <b>Expertise/<br/>Specialization</b> |
|-----------------------------------|--------------------|-----------------|--------------------------------------|
| To be assigned by<br>the SDS      | Team Leader        |                 |                                      |
|                                   | Asst. Team Leader  |                 |                                      |
|                                   | Secretariat        |                 |                                      |
|                                   | Member             |                 |                                      |
|                                   | Member             |                 |                                      |
|                                   | Member             |                 |                                      |
|                                   | ...                |                 |                                      |