



Republic of the Philippines  
**Department of Education**  
CARAGA REGION



MAY 15 2025

REGIONAL MEMORANDUM

No. 0505 , s. 2025

To: Schools Division Superintendents  
Division TA Focal Person  
All Others Concerned

SECOND QUARTER REGIONAL TECHNICAL ASSISTANCE PLAN (RTAP) CY 2025

1. This Office, through the Field Technical Assistance Division (FTAD), hereby informs the field of the Second Quarter Regional Technical Assistance Plan (RTAP) for Calendar Year 2025 based on the submitted TA Needs and Priorities from the Schools Division Offices (SDOs). This plan serves as the basis for the provision of technical assistance by the Regional Field Technical Assistance Teams (RFTATs).
2. The objective of this plan is to provide technical assistance to each Schools Division Offices aligned with its specific technical assistance needs and priorities.
3. All concerned personnel of the Functional Divisions will be deployed to the SDOs to provide technical assistance according to the approved schedule of the TA providers.
4. Attached is the approved Regional Technical Assistance Plan RTAP for Quarter 2 of Calendar Year 2025.
5. Travel, board and lodging and other incidental expenses incurred by the regional personnel during the conduct of the activity shall be charged against the Regional Funds subject to government accounting and auditing rules and regulations.
6. Immediate and wide dissemination of this Memorandum is desired.

**MARIA INES C. ASUNCION**

Director IV  
Regional Director

Encl.: None  
Reference: None  
To be indicated in the Perpetual Index  
under the following subjects:

FTAD/lala  
04/14/2025



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Republic of the Philippines  
**Department of Education**  
CARAGA REGION

**TA Form 2**

**REGIONAL TECHNICAL ASSISTANCE PLAN**

Quarter: **SECOND QUARTER**

Calendar Year: **2025**

| SDO          | Areas of Concern                    | TA Needs and Priorities                                                                                                                                                                    | Proposed /Type of TA Intervention                           | Time Frame |     |     | Functional Divisions / RFTATs |
|--------------|-------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------|------------|-----|-----|-------------------------------|
|              |                                     |                                                                                                                                                                                            |                                                             | Apr        | May | Jun |                               |
| Surigao City | SBM & OPCRf of School Heads         | Alignment of the 5 Dimensions of the new SBM Framework in the 5 Domains of the PPSSH in terms of its objectives, target outputs, output indicators, performance measures and expected MOVs | Information Sharing                                         |            |     |     | FTAD                          |
|              | SGC and SPTA                        | In adequate Capacity Building and training for Internal and External Stakeholders                                                                                                          | Information Sharing, Capacity-Building on SGC, SPTA members |            |     |     | FTAD                          |
|              | SBM and ESIP for FY 2026-2028       | Schools need direction setting to increase stakeholders' participation in SBM implementation and ESIP Crafting                                                                             | Information Sharing, Capability Building                    |            |     |     | FTAD                          |
|              | National Quality Management Systems | More Capability building activities to Risk Management Team (RMT) to identify risk in QCPs                                                                                                 | Information Sharing Capability Building                     |            |     |     | FTAD                          |
|              | Professional Development            | Capacity building for Supervisors, School Heads and master teachers on                                                                                                                     | Capability Building                                         |            |     |     | HRDD                          |



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|-----------------|----------------------------------------------|----------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|--|--|--|------------------------------------|
|                 |                                              | NEAP certification and PRC accreditation of professional development programs                                  |                                                                                               |  |  |  |                                    |
|                 | Budget                                       | Reconciliation of Accounts payable, reports reconciliation in the URS                                          | Information Sharing, Capability Building                                                      |  |  |  | Finance (Forwarded from Quarter 1) |
| Cabadbaran City | LRMS                                         | Need for Capacity-building for LR Development Team and LR QA Teams                                             | Capability Building                                                                           |  |  |  | HRDD                               |
|                 | SNED                                         | Training for ILCR for teachers and school heads                                                                | Capability Building                                                                           |  |  |  | HRDD                               |
|                 | Kindergarten                                 | Capacity Building for Kindergarten Teachers with their school heads                                            | Capability Building                                                                           |  |  |  | HRDD                               |
|                 | Aral. Pan                                    | Training on teaching strategies in teaching Aral. Pan                                                          | Capability Building                                                                           |  |  |  | HRDD                               |
|                 | SGC and SPTA                                 | In adequate Capacity Building and training for Internal and External Stakeholders                              | Information Sharing, Capacity-Building on SGC, SPTA members                                   |  |  |  | FTAD                               |
|                 | SBM and ESIP for FY 2026-2028                | Schools need direction setting to increase stakeholders' participation in SBM implementation and ESIP Crafting | Information Sharing, Capability Building                                                      |  |  |  | FTAD                               |
| Bislig City     | Learning Resources                           | Training on Procurement Process for Learning Resources from SAROs                                              | Information Sharing                                                                           |  |  |  | LR                                 |
|                 | Plant and Equipment (PPE) One-time cleansing | Information Sharing on the process and procedures in Asset Management: PPE One-time cleansing                  | Information Sharing on the process and procedures in Asset Management: PPE One-time cleansing |  |  |  | ASD (Forwarded from Quarter 1)     |



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|-------------|-------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------|--|--|--|---------------------------------|
|             | DepEd Partnerships Database System (DPDS) | Re-Orientation on DepEd Partnerships Database System (DPDS)                                                             | Re-Orientation for the newly assigned Focal Persons on DPDS |  |  |  | ESSD (Forwarded from Quarter 1) |
|             | SBM and ESIP for FY 2026-2028             | Schools need direction setting to increase stakeholders' participation in SBM implementation and ESIP Crafting          | Information Sharing, Capability Building                    |  |  |  | FTAD                            |
| Butuan City | Special Program for Journalism SPJ        | Accreditation of SPJ in Butuan City                                                                                     | Information Sharing (List of Requirements)                  |  |  |  | QAD                             |
|             | Career Guidance Program                   | Orientation and Trainings pertinent to Career Guidance Program                                                          | Capability Building/Information Sharing                     |  |  |  | ESSD (Forwarded from Quarter 1) |
|             | GAD                                       | School SDD Updating and Capability building for GAD core groups of Project IMPACT GAD                                   | Capability Building Information sharing                     |  |  |  | ESSD                            |
|             | BEMEF                                     | Basic Education Monitoring and Evaluation Framework (BEMEF)                                                             | Information Sharing/Workshops                               |  |  |  | QAD (Forwarded from Quarter 1)  |
|             | SBM                                       | SBM implementation is challenging due to less community involvement, leadership capacity and availability of facilities | Information Sharing, Capability Building                    |  |  |  | FTAD                            |
| Tandag City | Child Protection Policy CPP               | Orientation of the crafting of Localized Child Protection Policy CPP                                                    | Information Sharing                                         |  |  |  | ESSD                            |
|             | SGC and SPTA                              | In adequate Capacity Building and training for Internal and External Stakeholders                                       | Information Sharing, Capacity-Building on SGC, SPTA members |  |  |  | FTAD                            |



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|                 | SBM and ESIP for FY 2026-2028          | Schools need direction setting to increase stakeholders' participation in SBM implementation and ESIP Crafting | Information Sharing, Capability Building                                                                                                                                                                                                                            |  |  |  | FTAD     |
| Surigao del Sur | Information Systems (LIS, eBEIS, PMIS) | Confirmation and Transmittal of SF10 from Other Schools                                                        | Release re-iteration memo on the implementation of DO 54, s. 2016 as some schools outside our division took too long to confirm transfer requests in the LIS and there are some who will not transmit documents to the recipient school despite constant follow-up. |  |  |  | PPRD     |
|                 | HRD                                    | NEAP Application Orientation for School-level                                                                  | Training-workshop on NEAP Application Process flow                                                                                                                                                                                                                  |  |  |  | HRDD     |
|                 | GAD                                    | GMEF and Gender Sensitivity Training                                                                           | Capacity-building on topics related to Gender Sensitivity                                                                                                                                                                                                           |  |  |  | ESSD     |
|                 | SNED                                   | Clarification on what should be followed during Class observation of SNED teachers.                            | Issue memorandum reiterating what to be followed when observing teachers handling SNED learners, since most school heads followed the needed indicators.                                                                                                            |  |  |  | ESSD     |
|                 | LRMS                                   | Conferences/Profession Updates                                                                                 | Training or capacity building related to professional librarianship, including the                                                                                                                                                                                  |  |  |  | RO- LRMS |



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|         |                            |                                                                                                                                                                                                                                                                                                                                                                    | school librarians' item from the field.                                                |  |  |  |                                    |
|         | Special Science            | The CLMD provides technical guidance and capacity-building for the SSES and STE programs, focusing on proper documentation, organization, and quality assurance of MOVs. It orients Division Science Focal Persons and school heads on updated monitoring tools and assists in reviewing school submissions to meet criteria for the upcoming Regional Monitoring. | Technical Assistance Needed for the Opening and Documentation of SSES and STE Programs |  |  |  | CLMD/QAD                           |
| Siargao | CID- Instructional Support | Conduct of classroom observation/Instructional Supervision with the integration of IDF Aligned to MATATAG Curriculum                                                                                                                                                                                                                                               | Capability Building                                                                    |  |  |  | HRDD<br>(Forwarded from Quarter 1) |
|         | CID- Instructional Support | Induction Program for Beginning PSDS                                                                                                                                                                                                                                                                                                                               | Capability Building                                                                    |  |  |  | HRDD<br>(Forwarded from Quarter 1) |
|         | Youth for Development YFD  | Orientation on Learner Government, Career Guidance, Allyship and Leadership Development PAPs and Campaigns                                                                                                                                                                                                                                                         | Capability Building                                                                    |  |  |  | ESSD<br>(Forwarded from Quarter 1) |



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|                   | CID- Assessment Database             | Design an Assessment Database System/Portal to gather MPS and Grades with dashboard                            | Work Management                                             |  |  |  | ICTU (Forwarded from Quarter 1) |
|                   | SGC and SPTA                         | In adequate Capacity Building and training for Internal and External Stakeholders                              | Information Sharing, Capacity-Building on SGC, SPTA members |  |  |  | FTAD                            |
|                   | SBM and ESIP for FY 2026-2028        | Schools need direction setting to increase stakeholders' participation in SBM implementation and ESIP Crafting | Information Sharing, Capability Building                    |  |  |  | FTAD                            |
| Agusan Del Sur    | Managerial and Supervisory functions | Enhance effectiveness and performance                                                                          | Capability building                                         |  |  |  | HRDD                            |
|                   | QMS                                  | Quality Management System finalization                                                                         | Capability Building                                         |  |  |  | FTAD                            |
| Surigao del Norte | SGC and SPTA                         | In adequate Capacity Building and training for Internal and External Stakeholders                              | Information Sharing, Capacity-Building on SGC, SPTA members |  |  |  | FTAD                            |
|                   | SBM and ESIP for FY 2026-2028        | Schools need direction setting to increase stakeholders' participation in SBM implementation and ESIP Crafting | Information Sharing, Capability Building                    |  |  |  | FTAD                            |



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| Dinagat Islands | SGC and SPTA                  | In adequate Capacity Building and training for Internal and External Stakeholders                                                               | Information Sharing, Capacity-Building on SGC, SPTA members                         |  |  |  | FTAD |
|                 | SBM and ESIP for FY 2026-2028 | Schools need direction setting to increase stakeholders' participation in SBM implementation and ESIP Crafting                                  | Information Sharing, Capability Building                                            |  |  |  | FTAD |
| Bayugan City    | SBM and ESIP for FY 2026-2028 | Limited resources, inadequate financial material, or human resource hinders effective implementation of SBM particularly in underfunded schools | Capability building of stakeholders to establish partnerships and community linkage |  |  |  | FTAD |

Prepared by:

  
**LOU ANN L. ACOSTA**  
Technical Assistance Focal Person

Recommending Approval:

  
**ALEJANDRO P. MACADATAR**  
FTAD Chief

Approved:

  
**MARIA INES C. ASUNCION**  
Director IV  
Regional Director



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**REGIONAL TECHNICAL ASSISTANCE PLAN**

Quarter: **SECOND QUARTER**

Calendar Year: **2025**

| SDO              | Areas of Concern | TA Needs and Priorities                                                                                                                                               | Proposed /Type of TA Intervention                                                                                                                                | Time Frame |     |     | Functional Divisions / RFTATs |
|------------------|------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|-----|-----|-------------------------------|
|                  |                  |                                                                                                                                                                       |                                                                                                                                                                  | Apr        | May | Jun |                               |
| Cabadbaran City  | SNED             | Early downloading of SNED Funds                                                                                                                                       |                                                                                                                                                                  |            |     |     | CLMD                          |
| Butuan City      | DRR              | Monitoring of DRRM subject in SHS                                                                                                                                     | Information Sharing                                                                                                                                              |            |     |     | CLMD                          |
| Agusan del Norte | TLE/TVL          | Updates on TESDA migration, Calibration on Qualification Titles                                                                                                       | Information sharing, Capacity Building                                                                                                                           |            |     |     | CLMD                          |
|                  |                  | Alignment of the TESDA migrated and calibrated QT competencies to DepEd CG/MELCs/BOW                                                                                  | Information sharing, Capacity Building                                                                                                                           |            |     |     | CLMD                          |
|                  |                  | Updates on the SPTVE implementation                                                                                                                                   | Information sharing, Capacity Building                                                                                                                           |            |     |     | CLMD                          |
| Surigao del Sur  | ALS              | ALS Teachers' difficulty in designing /crafting Research-Based Learning Materials for ALS Basic Literacy Program (BLP) and Accreditation & Equivalency (A&E) learners | Technical assistance on Designing/Crafting Research-Based Learning Materials for ALS Basic Literacy Program (BLP) and Accreditation & Equivalency (A&E) learners |            |     |     | CLMD                          |
|                  | MEP              | Open ALIVE (Arabic Language and Islamic Values Education) classes for high school Muslim learners.                                                                    | Support in recruiting and training ALIVE teachers, developing and integrating the ALIVE curriculum, engaging the community,                                      |            |     |     | CLMD                          |



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|-----------------|----------------------------|----------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------|--|--|--|------|
|                 |                            |                                                                                                          | monitoring and evaluation tools, logistical setup of classes, and policy guidance.                                |  |  |  |      |
| Dinagat Islands | Special Curriculum Program | Reorientation on the Guidelines SCP Implementation and Actual Ocular Inspections to Implementing Schools | Provides Reorientation on the Guidelines SCP Implementation and Actual Ocular Inspections to Implementing Schools |  |  |  | CLMD |
|                 |                            |                                                                                                          |                                                                                                                   |  |  |  |      |



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