



Republic of the Philippines
Department of Education
CARAGA REGION



June 16, 2023

REGIONAL MEMORANDUM
No. 0529, s. 2023

To: SCHOOLS DIVISION SUPERINTENDENTS
This Office

RECOMPOSITION OF THE REGIONAL FIELD TECHNICAL ASSISTANCE TEAMS
(RFTATs)

1. To ensure that the provision of technical assistance to Schools Divisions throughout the region is strengthened and intensified for the improvement of learning outcomes, this Office hereby informs the field of the recomposition of the Regional Field Technical Assistance Teams (RFTATs) and their assigned Schools Divisions.
2. For guidance and reference, please see the attached document:
 - a. Enclosure No. 1 – New Composition and Assignment of the RFTATs
 - b. Enclosure No. 2 – Roles and Functions and Terms of Reference of the RFTATs
3. This memorandum repeals the composition of the RFTATs issued on January 5, 2023 under Regional Memorandum no. 0021, s. 2023.
4. Immediate and wide dissemination of this memorandum is desired.

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

BY THE AUTHORITY OF THE REGIONAL DIRECTOR:

PEDRO T. ESCOBARTE, JR., PhD, CESO V
Assistant Regional Director

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

TECHNICAL ASSISTANCE RFTAT RECOMPOSITION

FTAD/jfg
06/16/2023



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Doc. Ref. Code	RO-ASD-F107	Rev	00
Effectivity	02.01.23	Page	1 of 5

New Composition and Assignment of the RFTATs

Overall Chair : Maria Ines C. Asuncion, *Regional Director*
 Overall Co-Chair : Dr. Pedro T. Escobarte, Jr., *CESO V, Assistant Regional Director*
 Members : Joel B. Rosales, *Chief, ASD*
 Dr. Isidro M. Biol, Jr, *Chief, CLMD*
 Bernabe L. Linog, *Chief, ESSD*
 Fe L. Alegado, *Chief, FD*
 Dr. Flordelisa R. Dalin, *Chief, HRDD*
 Dr. Violeta C. Nuñez, *OIC-Chief, PPRD*
 Marilyn F. Antiquina, *Chief, QAD*
 Dr. Alejandro P. Macadatar, *OIC-Chief, FTAD*

RFTATs	Assignment	Designation	Assigned SDOs
Dr. Flordelisa R. Dalin Elizabeth M. Ysulan Dr. Anna Lisa A. Lerio Dr. Virginia Seña	Team Leader Asst. Team Leader Member Member	Chief-HRDD EPS Dentist III EPS	Agusan del Norte
Dr. Alejandro P. Macadatar Ma. Consuelo C. Jamera Atty. Jessa M. Miolata Jimuel D. Diva	Team Leader Asst. Team Leader Member Member	EPS EPS Attorney III MT-II/On Detail	Agusan del Sur
Marilyn F. Antiquina Dr. Adrilene Mae J. Castaños Dr. Gladys Asis Roy S. Rele	Team Leader Asst. Team Leader Member Member	Chief-QAD PDO IV EPS SEPS	Bayugan City
Bernabe L. Linog Maripaz F. Magno Engr. Sherwin P. Viajar Junnah B. Tiu	Team Leader Asst. Team Leader Member Member	Chief-ESSD EPS Engineer III MT-II/On detail	Bislig City
Fe L. Alegado Dr. Celsa M. Cataluña Meriam C. dela Rita Abe Naireza Ibano	Team Leader Asst. Team Leader Member Member	Chief-Finance EPS SAO EPS II	Butuan City
Dr. Isidro M. Biol, Jr. Marlyne M. Villareal Pedro A. Tecson Megnon P. Beldad	Team Leader Asst. Team Leader Member Member	Chief-CLMD EPS AO V PDO II	Cabadbaran City
Rhea J. Yparraguirre Dr. Jumer S. Carlon Maria Ruth Edradan Dandee Jonathan F. Monton	Team Leader Asst. Team Leader Member Member	EPS Medical Officer IV EPS EPS II	Dinagat Islands
Joel B. Rosales Atty. Jose B. Guibone Elaine N. Navarro Fe M. Baring	Team Leader Asst. Team Leader Member Member	Chief-ASD Attorney IV SAO TCE II	Siargao
Dr. Edmund D. Mendoza	Team Leader	EPS	Surigao City



Dr. Caroline L. Guerta Bernard C. Abellana Ellen Grace Evangelio	Asst. Team Leader Member Member	EPS EPS Nurse II	
Kevin Hope Z. Salvaña Dr. Marigold C. Silao Marcelino M. Ahon Mary Christine A. Odtojan	Team Leader Asst. Team Leader Member Member	EPS EPS ITO I AO V	Surigao del Norte
Dr. Violeta C. Nuñez Josephine Chonie M. Obseñares Dr. Elan M. Elpidang Sheryl R. Puyo	Team Leader Asst. Team Leader Member Member	OIC Chief-PPRD EPS EPS AO V	Surigao del Sur
Jonathan F. Garzon Dr. Elena N. Capangpangan Dr. Elmer Augustus F. Conde Zenylyou F. Buyan	Team Leader Asst. Team Leader Member Member	EPS EPS Attorney III AO V	Tandag City



Roles and Functions of the Regional Field Technical Assistance Teams

The RFTATs shall:

- a. Guide and help SDOs plan, strategize, implement plans, and evaluate performance and accomplishments by providing support, coaching, and mentoring.
- b. Collaborate with the DFTATs to harmonize the provision of TAs to all schools and LCs and assist in the delivery of quality basic education services.
- c. Share information regarding directions, mechanisms from higher management to top management to resolve issues on improved school management and administrative process.
- d. Prepare recommendations for the formulation of policies for school organizational effectiveness for RO approval.
- e. Collaborate with the functional divisions on the appraisal of SDOs regarding their performance status to ensure that schools and their communities are equipped and empowered to decide what is best for their learners.
- f. Provide support and guidance to the school leaders for continuous improvement in instructional leadership and School-Based Management (SBM).

Terms of Reference of the Regional Field Technical Assistance Teams

RFTAT assigned in a particular SDO shall stay for at least two years to monitor/track the status even after the provision of TA. However, if the assigned team cannot provide what is needed by the SDO, they can invite an experts from the other teams to address the needs and priorities.

Chairperson and Co-Chairperson

1. Gives strategic direction to the RFTATs in the provision of technical assistance.
2. Decides at key governance points during the implementation of project and program as the overall team leader.
3. Supports the operationalization of the RFTATs.

Team Leader

1. Facilitates the provision of technical assistance to SDOs.
2. Leads and manages the work of the RFTATs who will operationalize and monitor the implementation of the Technical Assistance in the region.

Assistant Team Leader

1. Performs the functions of the Team Leader in his/her absence.
2. Assists the team leader in the Field Technical Assistance activities.
3. Attends meetings and conferences conducted for the RFTAT.
4. Submits accurate and complete reports on time.
5. Performs other related duties/ tasks assigned by the RFTAT Leaders.

Members

1. Participates actively in all RFTAT meetings and activities
2. Accomplishes all forms related to the conduct of the activity.
3. Observes proper decorum.
4. Ensures fairness, objectivity, and confidentiality of all proceedings.
5. Serves as documenter as designated by the team.

(Source: DepEd Caraga Contextualized Manual on Technical Assistance)

