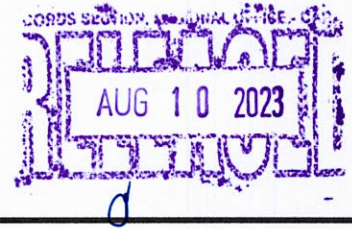




Republic of the Philippines
Department of Education
CARAGA REGION



August 8, 2023

REGIONAL MEMORANDUM
No. 0738, s. 2023

To: SCHOOLS DIVISION SUPERINTENDENTS
This Office

**THIRD 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 Third 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 3rd 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.

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

BY THE AUTHORITY OF THE REGIONAL DIRECTOR:

FE L. ALEGADO
Chief Administrative Officer
Finance Division



2023-08-11496

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

FTAD/jfg
08/07/2023



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Republic of the Philippines
Department of Education
CARAGA REGION

TA Form 2

REGIONAL TECHNICAL ASSISTANCE PLAN

Quarter: Third

Calendar Year: 2023

SDO	Areas of Concern	TA Needs and Priorities	Proposed / Type of TA Intervention	Time Frame (Specific Date)			Functional Divisions / RRTATs
				Jul	Aug	Sep	
Agusan del Norte	Assessment of Learning	Provision of Tool for Assessment of Learning Provision of a Standard numeracy tool	Information Sharing	July 24, 2023			CLMD
Agusan del Norte	Citizen / Client Satisfaction Survey (CCSS)	Clients Satisfaction Survey	Information Sharing		TBA		PAU FTAD
Agusan del Norte	National Learning Camp	NLC activities that suit best the Learners' needs Facilitative and innovative skills in teaching-learning strategies adapting contextualized learning processes during the NLC activities	Development of Fun Activities in NLC for ESM Retooling on different strategies for learning camp activities	July 24, 2023			CLMD

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SDO	Areas of Concern	TA Needs and Priorities	Proposed / Type of TA Intervention	Time Frame (Specific Date)			Functional Divisions / RFTATs
				Jul	Aug	Sep	
Agusan del Norte	Special Science for Secondary School	Process on the opening of STE for secondary school	Information Sharing	July 24, 2023			CLMD
Agusan del Norte	SPED	Process on the opening of special education curriculum	Information Sharing	July 24, 2023			CLMD
Agusan del Norte	School Site and Land Titling	Issuance of Certificate under CADT 252 to all fifteen school sites	Provision of legal assistance on the signing of Usufruct submitted to CO	July 24, 2023			QAD Legal Unit
		Assistance of technicalities on the application of school site, school name and school ID	Provision of legal assistance on establishment of school site, new school name from Dona Rosario NHS Annex to Rosario Malbas Amante NHS (situated at Dona Telesfora ES area with existing classes of Grades 7 – 9 and for SY 2023-2024 offering Grade 10)				

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SDO	Areas of Concern	TA Needs and Priorities	Proposed /Type of TA Intervention	Time Frame (Specific Date)			Functional Divisions / RFTATs
				Jul	Aug	Sep	
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 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	Training/Orientation/Coaching to Division Engineers, DepEd Project Engineers, School Facilities Coordinators, School Heads and School Property Custodian		TBA		ESSD
Bislig City	DepEd Partnership Database System	Need of a Refresher Orientation on the Partnership Database System (DPDS)	Capability Building		TBA		ESSD
Bislig City	Partnership Operation Manual	Need of an Orientation on the Partnership Operations Manual	Information Sharing and /or provision of copies of partnership operations manual		TBA		ESSD

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CARAGA REGION

SDO	Areas of Concern	TA Needs and Priorities	Proposed /Type of TA Intervention	Time Frame (Specific Date)			Functional Divisions / RFTATs
				Jul	Aug	Sep	
Cabadbaran City	Budget and Finance	Financial Planning and Cash Management	Information Sharing		August 22-24, 2023		ASD
			Information sharing and guidance by the RO Focal Person on IPED and Establishment of new schools				
Surigao City	Establishment of public IPED School	Provision of TA in compliance of the necessary documentary requirements and standards set by DepEd for the establishment of an IPED School- Floating Badjao School in the Schools Division of Surigao City		July 24, 2023			CLMD QAD
Surigao City	Change of School Name (public Elementary schools)	Provision of TA I the compliance of the necessary documentary requirements for the change of name of a public elementary school	Information sharing	July 24, 2023			QAD

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SDO	Areas of Concern	TA Needs and Priorities	Proposed /Type of TA Intervention	Time Frame (Specific Date)			Functional Divisions / RFTATs
				Jul	Aug	Sep	
Surigao City	Institutionalization of the NQMS	Provision of TA, particularly on the recommendations/ suggestions and corrections necessary for the finalization of the NQMS Operations Manual of the 3 Functional Divisions and the Division	Information sharing	July 19, 2023			FTAD
Surigao City	Implementation of the National Learning Camp (NLC)	Inability/ difficulty to conduct CAP B for teachers on NLC due to delayed SARO	Information sharing from the Regional Learning Area Supervisors on NLC; Provision of teaching and learning resources for NLC Implementation	July 24, 2023			CLMD
Surigao del Norte	NQMS	Polishing of QMS Planning Documents and Operations Manual	In deep Information Sharing	July 20, 2023			FTAD

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SDO	Areas of Concern	TA Needs and Priorities	Proposed / Type of TA Intervention	Time Frame (Specific Date)			Functional Divisions / RFTATs
				Jul	Aug	Sep	
Surigao del Norte	Instructional Management	Work Immersion Report for SY 2022-2023	Provision of Template	July 24, 2023			CLMD
Surigao del Norte	Reading	Implementation of the National Reading Camp	Orientation and regional memo for the implementation	July 24, 2023			CLMD MTB-MLE Focal
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		August 24, 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		August 25, 2023		FINANCE

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CARAGA REGION

SDO	Areas of Concern	TA Needs and Priorities	Proposed / Type of TA Intervention	Time Frame (Specific Date)			Functional Divisions / RFTATs
				Jul	Aug	Sep	
Surigao del Norte	RO Developed Information System	Adaption on an existing information system, such as an inventory system, for use in the SDO	Information Sharing		August 16-17, 2023		ICT Unit
Surigao del Sur	Finalization of OPCR 2023	How to make activities based on the expected output indicators of version 3 of job description	*Information Sharing / Capacity Building *Sample of V3 – OPCR with indicator		August 11, 2023		PPRD
Surigao del Sur	Policy recommendations based on DMEA and research	How to craft policy recommendation	*Sample of conducted research with policy recommendations from RO	July 20, 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		August 24-25, 2023		ASD

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SDO	Areas of Concern	TA Needs and Priorities	Proposed / Type of TA Intervention	Time Frame (Specific Date)			Functional Divisions / RFTATs
				Jul	Aug	Sep	
Surigao del Sur	KRA of Administrative Officer 2	Percentage of Other KRAs (Financial Management, Planning, Supply/Procurement)	Virtual Meeting		August 24-25, 2023		ASD

Prepared by:

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EPS, FTAD

Noted by:

ALEJANDRO P. MACADATAR, PhD

OIC-Chief, FTAD

Approved by:

MARIA INES C. ASUNCION

Director III

Officer-In-Charge
Regional Director



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