



Republic of the Philippines  
**Department of Education**  
REGION VIII - EASTERN VISAYAS

October 6, 2023

**OFFICE MEMORANDUM**  
FTAD-2023- **628**

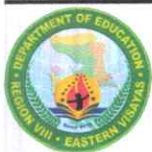
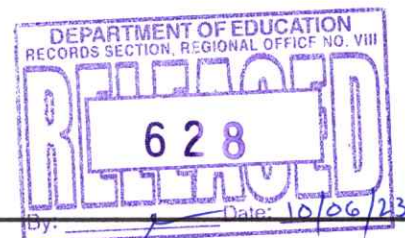
**4<sup>TH</sup> QUARTER PRE-DEPLOYMENT CONFERENCE OF THE  
REGIONAL FIELD TECHNICAL ASSISTANCE  
COMPOSITE TEAMS (RFTACT)**

To: Director III  
Functional Division Chiefs  
All Others Concerned

1. With reference to Advisory No. 134, s. 2023, this Office, through the Field Technical Assistance Division (FTAD), informs all concerned that the conduct of the 4<sup>th</sup> Quarter Pre-Deployment Conference of the Regional Field Technical Assistance Composite Teams (RFTACT) shall be on October 17, 2023, 9:00 AM at the QMS Office, DepEd Regional Office VIII Complex, Government Center, Candahug, Palo, Leyte.
2. The objectives of this activity are to:
  - a. establish the TA needs of the Schools Division Offices;
  - b. identify the members of the RFTACT who can adequately provide the technical assistance based on the needs established;
  - c. craft a customized TA Provision Plan; and
  - d. agree on the TA provision workflow/matrix and the indicative schedule on the visit to assigned SDOs.
3. Expenses incurred relative to this activity such as one meal and two snacks, venue rental, and materials shall be charged against FTAD Funds, subject to the usual accounting and auditing rules and regulations.
4. Immediate dissemination of and compliance with this Memorandum are desired.

  
**EVELYN R. FETALVERO, CESO IV**  
Regional Director

FTAD-GMM



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