



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

February 25, 2025

**OFFICE MEMORANDUM**

FTAD-2025- **109**

**QUARTERLY PRE-DEPLOYMENT CONFERENCE OF THE REGIONAL FIELD  
TECHNICAL ASSISTANCE COMPOSITE TEAMS (RFTACT)  
FOR FISCAL YEAR 2025**

To: Director III  
Functional Division Chiefs  
All Others Concerned

1. This Office, through the Field Technical Assistance Division (FTAD), informs all concerned on the quarterly conduct of the Pre-Deployment Conference of the Regional Field Technical Assistance Composite Teams (RFTACT) on schedules indicated below at RELC NEAP Training Hall 2, DepEd Regional Office VIII Complex, Government Center, Candahug, Palo, Leyte.

Quarter	Date	No. of Participants
2	May 7, 2025	32
3	July 24, 2025	32
4	October 30, 2025	31

2. The activity aims to:

- Present the Consolidated TA Provision Results in the previous quarter;
- Adjust the quarterly RFTACT's TA Provision Plan (RTAPP) for the next quarter to ensure needs-based TA provision; and
- Identify the members of each RFTAC Team to be deployed to concerned SDOs.

3. The participants in this activity are the Assistant Regional Director, RFTACT Team Leaders and co-leaders, and other members from each Regional Functional Division, and one FTAD staff member.

4. 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.

5. Immediate dissemination of and compliance with this Memorandum are desired.

FTAD-GMM



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