



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

January 21, 2026

**REGIONAL MEMORANDUM**  
No. **99** s. 2026

**FIELD TECHNICAL ASSISTANCE DIVISION'S (FTAD) CALENDAR OF ACTIVITIES FOR FISCAL YEAR 2026**

To: Schools Division Superintendents  
Regional Office Division Chiefs  
All Others Concerned

1. This Office, through the Field Technical Assistance Division (FTAD), hereby informs all concerned on the office planned activities for Fiscal Year 2026.
2. The different activities to be conducted are as follows:

Activities	Schedule	Number of Participants	Remarks
Workshop on Technical Assistance Needs Assessment (TANA)- Cum - Crafting of Regional Functional Divisions' Technical Assistance (TA) Plans	February 26-27, 2026	31	Meals (44 pax x 600.00 x 2 days = 52,800.00) Venue Rental (8,000.00 x 2 days = 16,000.00)
Conduct of Pre-Deployment Conference of the RFTACT	March 23, 2026 and July 3, 2026	25	Meals (25 pax x 600.00 x 2 days = 30,000.00) Venue Rental (8,000.00 x 2 days = 16,000.00)
Conduct of Post-Deployment Conference of the RFTACTs	June 1, 2026 and December 4, 2026	25	Meals (25 pax x 600.00 x 2 days = 30,000.00) Venue Rental (8,000.00 x 2 days = 16,000.00)
Conduct of Capacity Building of the Members of the DFTACTs on TA Mechanism and Processes	March 16 - 19, 2026	45	Accommodation (33 pax x 600.00 x 3 days = 59,400.00) Venue Rental (8,000.00 x 4 days = 32,000.00)

Conduct of Online and Onsite Consultative Conference - Cum - School-Based Management Implementation	July 15, 2026 (Online) and November 12, 2026 (Onsite)	56	Meals (56 pax x 1,200.00 = 67,200.00) Accommodation (44 pax x 600.00 = 26,400.00) Venue Rental (2 days x 8,000.00 = 16,000.00)
Technical Assistance Implementation Review (TAIR) -cum- School-Based Management Summit (SBMS)	July 30-31, 2026	111	Meals (111 pax x 1,200.00 x 2 days = 266,400.00) Accommodation (84 pax x 600.00 x 2 days = 100,800.00) Venue Rental (15,000.00 x 2 days = 30,000.00)

3. Changes in the schedule of activities, number of participants, or other specific details shall be promptly communicated through a memorandum.
4. Expenses incurred relative to the conduct of these activities shall be charged against FTAD Funds while transportation expenses incurred by the SDO participants shall be charged against their local funds, subject to the usual accounting and auditing rules and regulations.
5. Immediate dissemination of and compliance with this Memorandum are desired.

**RONELO AL K. FIRMO CESO IV**  
 Assistant Regional Director  
 Officer In-Charge  
 Office of the Regional Director

Enclosures: None  
 References: 2026 WFP  
 To be indicated in the Perpetual Index under the following subjects:

**CALENDAR OF ACTIVITIES**

FTAD-GMM

