



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

March 17, 2026

**OFFICE MEMORANDUM**

FTAD-2025- 138

**CHANGE IN SCHEDULE OF THE QUARTERS 1 AND 2 PRE-DEPLOYMENT  
CONFERENCE OF THE REGIONAL FIELD TECHNICAL ASSISTANCE  
COMPOSITE TEAM (RFTACT)**

To: Director III  
Functional Division Chiefs  
All Others Concerned

1. In reference to Regional Memorandum No. 99, s. 2026, this Office, through the Field Technical Assistance Division (FTAD), informs all concerned on the change of schedule of the Quarters 1 & 2 Pre-Deployment Conference of the Regional Field Technical Assistance Composite Team (RFTACT) from March 23, 2026 to March 26, 2026 at RELC NEAP Training Hall 2, DepEd Regional Office VIII Complex, Government Center, Candahug, Palo, Leyte.
2. The activity aims to:
  - a. Prepare the cross-functional members of the RFTACT in providing needs-based and timely support to the SDOs;
  - b. Come up with a quarterly RFTACT TA Provision Plan (RTAPP) for Quarters 1 & 2 RFTACT deployment; and
  - c. Discuss matters relative to deployment guidelines and role clarifications.
3. The participants in this activity are the Regional Director, Assistant Regional Director, Delivery Unit Head, RELC-NEAP Head, FD Chiefs, one (1) RFTACT member from each Functional Division, ICTU, Legal Unit, and PAU, and 2 FTAD personnel.
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.



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FTAD-GMM

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