



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

March 4, 2026

**REGIONAL MEMORANDUM**

No. **277** s. 2026

**REMINDER TO SUSTAIN THE CONDUCT OF ACTIVITIES RELATIVE  
TO THE IMPLEMENTATION OF THE DIVISION  
TECHNICAL ASSISTANCE (TA) PLAN**

To: Schools Division Superintendents  
All Others Concerned

1. To ensure the continuous improvement of school-based management and sustain the strengthened provision of technical assistance of the Regional Office to the Schools Division Offices (SDOs) and of the SDOs to the schools and Community Learning Centers, this Office, through the Field Technical Assistance Division (FTAD), reminds all Schools Divisions to sustain the conduct of activities outlined in the Division Technical Assistance (TA) Plans.
2. All SDOs are enjoined to:
  - a. Conduct quarterly deployment of the Division Field Technical Assistance Composite Teams (DFTACTs) to the schools and CLCs;
  - b. Submit quarterly DFTACT's TA Provision Evaluation (DTAPE) using the attached template;
  - c. Submit the 2025 Division TA (TA) Provision Accomplishment Report on or before April 30, 2026;
  - d. Conduct reorganization of the DFTACTs with their Terms of Reference, Special Orders, and assigned schools and CLCs to be submitted on or before March 27, 2026; and
  - e. Conduct Technical Assistance Needs Assessment (see attached template).
3. The scanned copies of the documentary requirements shall be submitted through the FTAD email account **ftad.region8@deped.gov.ph**. For further inquiries, the office may be reached at this same email address.
4. Immediate dissemination of and compliance with this Memorandum are desired.

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



Address: Government Center, Candahug, Palo, Leyte  
Telephone No.: (053) 692-5798  
Email Address: region8@deped.gov.ph  
Website: region8.deped.gov.ph



Enclosures: DTAPE, TANA, and Division TA Provision Accomplishment Report  
Templates

References: CTAM Handbook (2022), RO No. 1, s. 2019

To be indicated in the Perpetual Index under the following subjects:

IMPLEMENTATION

TECHNICAL ASSISTANCE

FTAD-GMM

Attachment No. 1 to RM No. 277, s. 2026

**DFTACT TECHNICAL ASSISTANCE PROVISION EVALUATION (DTAPE)**

Quarter: \_\_\_\_\_

Division: \_\_\_\_\_

Date: \_\_\_\_\_

Priority Need/s	Target Schools	Hindering Factor/s	Root Cause	Resolution/ Intervention/s	Result		Date	
					From	To	Planned	Accomplished

Prepared by the DFTACT:

\_\_\_\_\_

Member    Member    Member

Approved:

\_\_\_\_\_

CID Chief    SGOD Chief

Attachment No. 2 to RM No. 277, s. 2026

**DIVISION TECHNICAL ASSISTANCE (TA) PLAN ACCOMPLISHMENT REPORT**

**CY:** \_\_\_\_\_

**SDO:** \_\_\_\_\_

Priority Need/Indicator	Target Schools	Objective	TA Intervention	Result	Change from the Baseline	% Improvement <small>(Change from Baseline/Baseline x 100)</small>	Evidence
E.g. Low NER * 60%	Macali ES	To provide coaching on how to increase the Net Enrollment Rate	Onsite school visit to conduct coaching for intervention design	87%	+27%	45%	LIS update

ISSUES and CONCERNS:

RECOMMENDATIONS:

Prepared by:

\_\_\_\_\_  
SGOD Chief

Recommending Approval:

\_\_\_\_\_  
Assistant Schools Division Superintendent

Approved:

\_\_\_\_\_  
Schools Division Superintendent

Attachment No. 3 to RM No. 277, s. 2026

**TECHNICAL ASSISTANCE NEEDS ASSESSMENT (TANA) TEMPLATE**

**CY:** \_\_\_\_\_

**Division:** \_\_\_\_\_

PPA/Key Program	KPIs/Standards	BLICS (Bottlenecks, Lags, Issues, Concerns)	Concerned School/s	Support Needed from SDO	DTACT/TA Provider
Access E.g. NER in Kindergarten	71.5%	NER in Kinder is 52.12%	Polangi ES	Coaching Sessions	CID EPS, Planning Officer, SocMob Focal

Prepared by:

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Chief, CID

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Chief, SGOD

Recommending Approval:

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Assistant Schools Division Superintendent

Approved:

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Schools Division Superintendent