



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
SCHOOLS DIVISION OF CEBU PROVINCE

**Office of the Schools Division
Superintendent**

April 25, 2023

DIVISION MEMORANDUM
No. **116**, s. 2023

**RE-ORGANIZATION OF THE DIVISION FIELD TECHNICAL ASSISTANCE TEAMS
(DFTAT)**

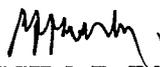
To: Assistant Schools Division Superintendent
Chief, CID and SGOD
Heads, Elementary and Secondary Schools
All Others Concerned

1. In cognizance with the Division's vision to intensify the provision of technical assistance to schools districts/schools/learning centers and pursuant to Republic Act 10533 entitled "Enhanced Basic Education Act of 2013", this Office has organized Division Field Technical Assistance Teams (DFTATs) composed of division personnel from the Office of the Schools Division Superintendent (OSDS), Curriculum Implementation Division (CID) and School Governance and Operations Division (SGOD). See *Enclosure 1: Division Field Technical Assistance Teams (DFTATs)*.
2. The main purpose of organizing the DFTATs is to ensure that the schools are provided with appropriate, relevant and timely assistance towards continuous improvement (leadership management and increased performance), to help them move towards a higher level of SBM practice every time.
3. The intensification of the provision of technical assistance through the DFTATs facilitates the provision of learning and development opportunities to the school heads/teachers to ensure the effective delivery of services for the improvement of learning outcomes. It also aims in tracking the progress and results, and helps address concerns issues, gaps, and problems (CIGPs).
4. Each DFTAT shall have the following roles and responsibilities, to wit:
 - 4.1 Provide support, coaching and guidance to clients in the performance of their functions;
 - 4.2 Regularly appraise clients on the status of their performance and to do their functions;
 - 4.3 Provide the necessary information to the clients in the performance of their functions more efficiently and effectively;
 - 4.4 Provide motivation and encouragement to move forward and for continuous improvement;



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- 4.5 Utilize data gathered to inform regional top management in aid for policy formulation;
 - 4.6 Guide and help clients in planning, strategizing, implementing plans, evaluating performances and accomplishments;
 - 4.7 Share information regarding directions from higher management;
 - 4.8 Share information regarding the existence and/or availability of needed resources both from within and outside DepEd;
 - 4.9 Understand specific help needed for the Technical Assistance (TA);
 - 4.11 Present objective and complete information on the situation of the client's organization; and
 - 4.12 Inform in a timely manner the TA provider of the situation and provide data needed that may help resolve issues/problems.
5. The DFTATs shall participate in the Regional CFTAT conferences when needed.
 6. For proper guidance and strict compliance of all concerned.
 7. Wide dissemination of this Memorandum is highly desired.


SENEN PRISCILO P. PAULIN, CESO V
Schools Division Superintendent



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