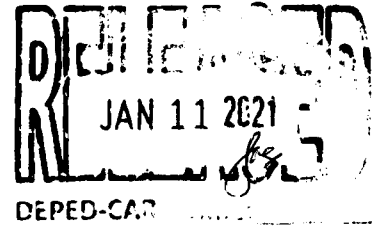




Republic of the Philippines
Department of Education
 Cordillera Administrative Region



January 7, 2021

REGIONAL MEMORANDUM
 NO. 009.2021

RECOMPOSITION OF THE REGIONAL FIELD TECHNICAL ASSISTANCE TEAM (RFTAT)

TO: OIC-Assistant Regional Director
 CES of RO Functional Divisions
 All others concerned

1. To further strengthen the collaboration among the different Regional Office functional divisions and Schools Division Offices in the provision of technical assistance to resolve issues and concerns in the region, this office announces the recomposition of Regional Field Technical Assistance Team together with their roles and functions and terms of reference. The composition of the Regional Field Technical Assistance Team (RFTAT) is hereby reconstituted as follows:

Chairperson: Estela L. Cariño EdD, CESO III
 Vice-Chairperson: Florante E. Vergara
 Coordinator: Ethielyn E. Taqued, EdD

COMMITTEES/AREAS OF CONCERN	TEAM LEADER	MEMBERS	ROLES, FUNCTIONS/ TERMS OF REFERENCE
Legal Matters	Vanessa Flora	Dalton Teliao	Address the needs on legal matters, render legal opinions/advice/recommendations to DepEd personnel and its stakeholders, provide support services on administrative cases filed in DepEd
Public Affairs	Georaloy Palao-ay	Cyrille Gaye Miranda	Provide assistance on issues/concerns on information and public affairs
ICT Matters	Jumar Yago-an	Vandolf Flora, Glenn Papa	Address the issues/needs/concerns in the management of ICT System
Administrative Matters Payroll Services	Edgardo Alos	Cornelia Adaci-Dulnuan, Duman Aban	Deal with the issues and concerns of personnel on salary, salary deductions

Personnel Matters / Human Resource Management	Eleonora Albidas	Elena Tawanna, Mary Mendoza	Address the concerns/issues of DepEd personnel on personnel matters such as service records, appointment, retirement, ERF, reclass, transfer, application for leave, permission to travel
Asset Management System	Daisy Eswat	Randolf Flynn Daculog	Assist the SDOs in issues on Properties, Plant and Equipment such as disposal, maintenance
General Services	Lilia Banawe	Purita delos Santos	Assist the SDOs in providing necessary information for effective performance of the personnel in security, facilities, and maintenance management
Records Services	Susan Bangnan	Lorena Sanchez Joshua Dumo	Assist SDOs in the establishment, implementation, and maintenance of a systematic and scientific records management; management cycles such as classification, filling, maintenance, and disposal of documents
Cash Section	Marites Calica	Eric Urmaza, Mathemar Montes	Assist the SDOs in ensuring efficient cash collection and receipt, judicious utilization/disbursement of fund; preparation and submission of Financial reports based on updated Government Forms
Curriculum and Learning Management	Carmel Meris	Rosita Agnasi, Jeanie Claire Piggangay, Bryan Hidalgo, Thelma Dalayon, Angela Apopot, Patricio Dawaton, Denia Tarnate, Annie Rose Cayasen, Jonalyn Ambrona, Asterio Madalla	Address the issues, concerns, problems of SDOs in the development and implementation of the curriculum, learning delivery, and learning environment.

Education Support Services Medical/Dental Health and Sanitation	Edgar Madlaing	Angeline Calatan, Manuel Dangawen	Lead in the monitoring of health and nutrition status of all DepEd personnel and Cordillera learners; to provide technical assistance for the provision of Health and Nutrition services
Educational Facilities	Christopher Hadsan	Cullen Wegiyon EFD Engineers	Facilitate the conduct of need assessment of SDOs on basic education facilities such as school buildings, furniture, and other facilities; to ensure equitable distribution of resources
Events Management	Evangeline Malag In Coordination with HRDD	Joseph Bañares	Deal in the issues/problems in the different programs of the department such as sports program, youth formation, adopt a school program, disaster risk reduction management (DRRM), Bottoms up Budgeting (BuB), partnership and linkages; implement progress and result on system to SDOs; undertake coordination on repositioning of materials and interventions for preparedness, response, rehabilitation and recovery; develop and enhance IEC and disseminate IEC and advocacy resource materials on YLF, DRRM, CCA, EIE
Finance	Sebastian Tayaban	Cristina Paquit, Corazon Walcien, Erniely Godoy	Lead in the monitoring of financial management – prioritization of programs and projects; mobilization and utilization of financial resources – claims, payments of salaries and other benefits
Professional Learning and Development, Performance Management, Employees Welfare	Jennifer Ande	Sasha Joseph Daganos, Dexter Andres, Emmanuela Gabol, Margie Gardingan,	Provide support address the issues/concerns/need - based/competency-based of Professional Development Programs, performance

		Laureen Likigan, Nover Keithley Mente	management, employee's welfare; to provide technical assistance in the implementation of Induction Program to all DepEd personnel; lead in monitoring and implementation of the PMS
Quality Assurance	Maksim Botilas	Romulo Basa, Leonardo Aquino, Georgina Ducayso, Clemente Bandao	Assist in the monitoring that the systems and processes are utilized and services are effective; raise the performance rating of RO and SDO personnel; help ensure that learners performance increases through implementation of relevant programs, activities and projects; lead in conducting proper assessment of public (SHS offering, integrated schools offering, learner assessment, etc.) and private (permit, recognition, tuition fee, increase) schools in compliance to requirements and standards of quality basic education
Policy, Planning and Research	Aida Payang	Florence Balictan, Janet Ambucay, Crisanta Pantaleon	Provide technical assistance in the development of DEDP; lead and review the existing policies and issuances for further policy recommendation, provide technical assistance in the conduct of research studies; provide technical assistance on data management - valid, complete, timely and accurate data and information for planning, budgeting, and policy direction
Field Technical Assistance	Ethielyn Taqued	Alfred Lanas, Marjory Valdez, Elvira Cudli	Lead in tracking and analyzing the implementation and results of TA interventions; to facilitate the issues and needs on OBE, SBM

2. Aside from the issues that may arise from the above areas of concern, the team shall perform the roles functions of monitoring and addressing the issues/problems/concerns on health and safety, peace, and order in the context of COVID 19 to ensure learning delivery and quality implementation of education based on SIP, DEDP and REDP.
3. Each team shall submit a report based on the template provided by FTAD.
4. This memorandum repeats the composition of the RFTAT issued last August14, 2020 under OM 064, s. 2020.
5. Immediate and wide dissemination of this memorandum is desired.


ESTELA L. CARIÑO EdD, CESO III
Regional Director

FTAD/EEET/mtv



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