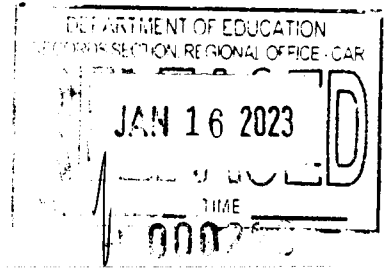




Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION



11 Jan 2023

REGIONAL MEMORANDUM
No. 022.2023

**COMPOSITION OF REGIONAL FIELD TECHNICAL ASSISTANCE TEAM (RFTAT)
AND SUBMISSION OF DIVISION FTAT FOR CALENDAR YEAR 2023**

To: Assistant Regional Director
Schools Division Superintendents
All Schools Division Offices
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 in the region, this Office announces the composition of the **Regional Field Technical Assistance Team (RFTAT)** along with their roles and functions for Calendar Year 2023.

2. The following enclosures are found for guidance and reference.

Enclosure 1: Composition of the RFTAT

Enclosure 2: Roles and Functions of members of RFTAT and DFTAT

3. This memorandum repeals the composition of RFTAT previously issued on January 19, 2022 under Regional Memorandum No. 020, s. 2022.

4. Further, Schools Division Offices are requested to **review and/or reorganize their respective DFTAT compositions** following the roles indicated below and are required to submit the final composition of their DFTAT on or before **January 31, 2023** through **car.ftad@deped.gov.ph**

| | |
|----------------|------------------------------------|
| Chairman | : SDS |
| Co-Chairman | : ASDS |
| Team Leader | : To be assigned by SDS |
| Co-Team Leader | : To be assigned by SDS |
| Members | : CES (CID/SGOD) |
| | : EPS |
| | : PSDS |
| | : SEPS |
| | : Designated division coordinators |
| | : Division Unit/Section Heads |

5. Immediate dissemination of and strict compliance with this Memorandum is directed.


ESTELA P. LEON-CARINO EdD, CESO III
Director IV/ Regional Director

FTAD/EET/rmf



Composition of the Regional Field Technical Assistance Team (RFTAT)

Management Team: **ESTELA P. LEON – CARIÑO, CESO III**
Director IV / Regional Director

FLORANTE E. VERGARA
Assistant Regional Director

Coordinator: **ETHIELYN E. TAQUED**
Chief Education Supervisor
Field Technical Assistance Division

| Member/Focal | Alternate | Area of Concern |
|--|---|--|
| Vanessa B. Flora Attorney IV, Legal Unit | Dalton S. Teliao Legal Assistance II Legal Unit | Legal Matters |
| Cyrille Gaye B. Miranda Public Affairs Officer, PAU | Manilyn D. Botilas Project Development Officer II | Public Affairs |
| Jumar B. Yago-an Information Technology Officer I, ICTU | Clinton L. Bugtong Computer Programmer II, ICTU | ICT Matters |
| Maksim A. Botilas Chief Administrative Officer, Administrative Division | Cornelia Adaci-Dulnuan Supervising Administrative Officer Administrative Division | Administrative Matters |
| | Eleonora A. Albidas Administrative Officer V Personnel Section | Personnel Matters |
| | Vandolph B. Flora Administrative Officer V Asset Management Section | Asset Management |
| | Daisy P. Eswat Administrative Officer V Records Section | Records services |
| | Lilia A. Banawe Administrative Officer IV General Services Section | General Services |
| | Marites A. Calica Administrative Officer V Cash Section | Cash |
| Rosita C. Agnasi Officer-In-Charge CLMD | Alfredo B. Lanas Education Program Supervisor | Curriculum and Learning Management |

| | | |
|---|--|---|
| Edgar H. Madlaing Chief Education Supervisor, ESSD | Angeline F. Calatan Medical Officer IV Health and Nutrition | Medical |
| | Joane S. Bumanghat Dentist III | Dental |
| | Christopher Hadsan Engineer III Education Facilities Section | Educational Facilities |
| | May Claire C. Jimenez Project Development Officer IV, Special Programs and Projects Section | Events Management Youth Formation |
| | Evangeline P. Malag Project Development Officer II | DRRM |
| Sebastian G. Tayaban Chief Administrative Officer, Finance Division | Cristina L. Paquit Supervising Administrative Officer, Finance Division | Budget and Finance |
| Jennifer P. Ande Chief Education Supervisor, Officer-In- Charge, NEAPR | Dexter B. Andres Education Program Supervisor | Professional Learning and Development |
| Sasha Joseph L. Daganos, Officer-In-Charge, HRDD | Emmanuela M. Gabol Education Program Specialist II, HRDD | Management Employees Welfare |
| Clemente D. Bandao Officer-In-Charge Quality Assurance Division | Romulo B. Basa Education Program Supervisor, QAD | Quality Assurance |
| Georgina C. Ducayso Chief Education Supervisor, PPRD | Florence E. Balictan Education Program Supervisor, PPRD | Policy, Planning and Research |
| Ethielyn E. Taqued Chief Education Supervisor, FTAD | Rose Melody M. Flores Marjory T. Valdez Elvira M. Cudli | Technical Assistance/TWG |

Enclosure 2 of RM No. 022.2023

Roles and Functions of the Regional Field Technical Assistance Team (RFTAT) and Division Field Technical Assistance Team (DFTAT)

The RFTAT and DFTAT shall:

- a. Guide, help, and support functional divisions- (RFTAT)/ SDO's/schools/learning centers - (DFTAT) to plan, strategize, implement plans, and evaluate performance and accomplishments by delivering appropriate needs-based interventions to effectively deliver basic education services.
- b. Provide responsive and relevant technical assistance to address the needs, gaps, and concerns of functional divisions/SDO's/ schools and learning centers.
- c. Regularly monitor the status of functional divisions/ schools division/schools in the performance of their functions to facilitate continuous improvement.
- d. Utilize gathered data to provide recommendations for the formulation of policies for organizational effectiveness.
- e. Collaborate with each other to harmonize TA's provision to functional divisions/SDO's/schools and learning centers and assist in the delivery of basic education services.