



Republic of the Philippines
Department of Education
Region VIII (Eastern Visayas)
SCHOOLS DIVISION OF TACLOBAN CITY
Tacloban City

February 28, 2022

DIVISION MEMORANDUM

No. 104 s. 2022

**COORDINATION MEETING OF DIVISION FIELD TECHNICAL ASSISTANCE
CORE TEAM AND COMPOSITE TEAM**

**TO: Assistant Schools Division Superintendent
CID and SGOD Chiefs
Division Field Technical Assistance Core Team and Members
Division Field Technical Assistance Composite Team and Members
All Others Concerned**

1. This Office through the Curriculum Implementation Division and School Governance and Operations Division shall conduct a Face to Face Coordination Meeting of DFTACT Core Team and Composite Team on March 4, 2022 at San Fernando Central School, Tacloban City.
2. This activity aims to capacitate the DFTACT composite team in crafting DFTACT Technical Assistance Plan for C.Y. 2022 and to thresh out priority issues, needs, problems, and concerns to achieve higher learning outcomes and better work performance.
3. Participants to this coordination meeting are the DFTACT Core Team, DFTACT Team Leaders and Members. District Supervisors are requested to bring their laptop and the Q4 2021 PROMEDS.
(Please refer to enclosure # 1)
3. All composite teams are expected to develop and submit their Division Field Technical Assistance Plan for the Quarter .
4. Expenses incurred relative to the this activity like 2 snacks (morning & afternoon) 1 meal (lunch) and other incidental expenses shall be charged to Division MOOE subject to the usual accounting and auditing rules and procedures.
5. Immediate dissemination of and compliance with this Memorandum are desired.


MARIZA S. MAGAN, EdD, CESO V
Schools Division Superintendent

