



Republic of the Philippines  
**Department of Education**

REGION I  
 SCHOOLS DIVISION OF THE CITY OF BATAC

OFFICE MEMORANDUM  
 SGOD-2026- 099

29 JUN 2026

To: Assistant Schools Division Superintendent  
 Chief Education Supervisors  
 Unit and Section Heads  
 All Others Concerned

**RECONSTITUTION OF THE DIVISION FIELD TECHNICAL ASSISTANCE TEAM (DFAT)**

1. The Department of Education (DepEd) Region I through Regional Memorandum No. 708 s. 2026 requests the reconstitution of the Division Field Technical Assistance Team (DFTAT) in view of the changes in the Regional Technical Assistance Contextualized Operations Manual.
2. The reconstituted DFTAT in the divisions aims to strengthen the delivery of timely, relevant, and needs-based technical assistance (TA) to schools.
3. In view thereof, this Office hereby reorganizes the DFTAT and designates the following:

Name	Designation	Roles and Designation
Anselmo R. Aludino	Chairperson	<ul style="list-style-type: none"> <li>Provide management direction and inputs to the DFTAT</li> <li>Review and approve the implementation of the TA Plan</li> <li>Guide the DFTAT in resolving problems and issues</li> <li>Gather feedback on the results of the TA for management action</li> </ul>
Arnel S. Bandiola	Vice-Chairperson	
Marilou B. Sales Nemalyn M. Ulep	Team Leaders	<ul style="list-style-type: none"> <li>Leads the DFTAT composite Team in the implementation of TA activities</li> <li>Facilitates communication and motivates team members</li> <li>Presents findings and recommendations during management meetings</li> </ul>
Geraldine O. Lao-at Dolores A. Ubiña	SDO TA Coordinators	<ul style="list-style-type: none"> <li>Gather critical data as the basis for the DFTAT's provision of technical assistance</li> <li>Coordinate the DFTAT's provision of TA to schools</li> <li>Collaborate with the RO and SDO TA providers</li> <li>Gather feedback and consolidate the results of TA</li> </ul>
Aileen V. Joaquin Joycelyn P. Perdido Gladys B. Lampitoc Eldefonso B. Natividad, Jr.	Members	<ul style="list-style-type: none"> <li>Act as a subject area specialist or resource person</li> </ul>



SDCB RECORDS UNIT

2609573

Asuncion Street, 16-S Quiling Sur,  
 City of Batac, Ilocos Norte  
 Telephone No.: (077) 677-1993



DepEd Batac City



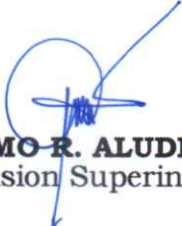
batac.city@deped.gov.ph



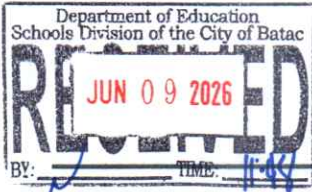
www.csdbatac.com

Name	Designation	Roles and Designation
Marilou P. Omotoy Jhon Rey D. Ortal Opresinia Z. Castillo Aubrhey Marie O. Oasay Allan B. Garcia Jocelyn L. Aribuabo Edwin V. Tangonan Deejay R. Opelac Angelo M. Bangcud Rhaian A. Gamet Adelaida P. Manglal-lan Mark Louie P. Duldulao Gilbert P. Isla Jacqueline G. Abiño		<ul style="list-style-type: none"> <li>· Act as facilitator for workshops, FGDs and other group discussions</li> <li>· Provide guidance and technical support, mentoring and coaching</li> <li>· Implement needs-based timely and relevant activities.</li> <li>· Participate in data validation, deliberation of findings, and document results of TA</li> </ul>

4. Immediate dissemination of this Memorandum is desired.

  
**ANSELMO R. ALUDINO**  
 Schools Division Superintendent

SGOD/dau/OM-004-DFTAT Designation  
 2608243/June 29, 2026



Republic of the Philippines  
**Department of Education**  
REGION I

JUN 09 2026

**REGIONAL MEMORANDUM**

No. 708 s. 2026

**RECONSTITUTION OF THE DIVISION FIELD TECHNICAL ASSISTANCE TEAM (DFTAT)**

To: Schools Division Superintendents

1. The Department of Education Regional Office I remains committed to ensuring a systematic technical assistance mechanism, processes, and structure in accordance with Republic Act No. 9155, otherwise known as the Governance of Basic Education Act of 2001 and as prescribed in the Regional Technical Assistance Contextualized Operations Manual.
2. In view of the changes in the composition of the Division Field Technical Assistance Team (DFTAT) as stipulated in the Regional Technical Assistance Contextualized Operations Manual, the reconstitution of the DFTAT is necessary.
3. In this regard, the Regional Office, through the Field Technical Assistance Division (FTAD), hereby requests all Schools Division Offices (SDOs) to reconstitute their respective DFTAT to further strengthen the delivery of timely, relevant, and needs-based technical assistance to schools.
4. All SDOs are directed to submit their reconstituted DFTAT on or before June 29, 2026, using the attached template through the following link: <https://tinyurl.com/DFTATRReconstitute>.
5. Attached are the template for the updated DFTAT composition and the corresponding Terms of Reference (TOR) for guidance and reference.
6. Immediate dissemination of this Memorandum is desired.

*ELC*  
**ESTELA P. LEON-CARIÑO EdD, CESO III**  
Director IV/ Regional Director

Encl.: None

Reference: None

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

EDUCATION      SCHOOLS      TECHNICAL ASSISTANCE

FTAD/rrc/RM\_Reconstitute\_DFTAT  
June 8, 2026



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Effectivity	11.18.2024	Page	1 of 3



**TERMS OF REFERENCE (TOR) OF THE DIVISION FIELD TECHNICAL ASSISTANCE TEAM (DFTAT)**

Composition	Roles and Functions
<p><b>Chairperson:</b> Schools Division Superintendent</p> <p><b>Vice-Chairperson:</b> Assistant Schools Division Superintendent/s</p>	<ul style="list-style-type: none"> <li>• Provide management direction and inputs to the DFTAT;</li> <li>• Review and approve the implementation of the Technical Assistance Plan (TA Plan);</li> <li>• Guide the DFTAT in resolving problems and issues;</li> <li>• Gather feedback on the results of the TA for management action</li> </ul>
<p><b>Team Leader:</b> SGOD Chief Education Supervisor CID Chief Education Supervisor</p>	<ul style="list-style-type: none"> <li>• Leads the DFTAT composite team in the implementation of TA activities;</li> <li>• Facilitates communication and motivates team members;</li> <li>• Presents findings and recommendations during management meetings</li> </ul>
<p><b>SDO TA Coordinator/s</b> SEPS in charge of SMME and/or one from the CID supervisors</p>	<ul style="list-style-type: none"> <li>• Gather critical data as the basis for the DFTATs for the provision of technical assistance;</li> <li>• Coordinate the provision of TA to schools in collaboration with the DFTATs;</li> <li>• Collaborate with the RO and SDO TA providers;</li> <li>• Gather feedback and consolidate results of TA</li> </ul>
<p><b>Members</b> Education Program Supervisors, Public Schools District Supervisors, Education Program Specialists, and other technical experts</p>	<ul style="list-style-type: none"> <li>• Act as a subject area specialist or resource person;</li> <li>• Act as a facilitator for workshops, FGDs and other group discussions;</li> <li>• Provide guidance and technical support, mentoring and coaching implement needs-based, timely and relevant TA activities;</li> <li>• Implement need-based, timely, and relevant TA activities</li> <li>• Participate in data validation, deliberations of findings, and document results of TA</li> </ul>
<p><b>External expert</b></p>	<p>An expert outside of the Schools Division Office who provides highly technical services to the team.</p>




\*\* Add rows for additional DFTAT members

Prepared by:

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SDO TA Coordinator/s

Approved:

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