

## Department of Education

## REGION XII SCHOOLS DIVISION OF SOUTH COTABATO

Office of the Schools Division Superintendent

13 Jun 2025

DIVISION MEMORANDUM SGOD No 154, s. 2025

COMPOSITION OF DIVISION FIELD TECHNICAL ASSISTANCE TEAM FOR THE 2025 OPLAN BALIK ESKWELA MONITORING AND PROVISION OF TECHNICAL ASSISTANCE

To: Assistant Schools Division Superintendent

Chief Education Supervisor Education Program Supervisors

Public Schools District Supervisors/Principals In-Charge

Public Elementary and Secondary School Heads

All Others Concerned

- 1. In reference to DepEd Memorandum No. 045, s. 2025 titled, **2025 National** *Oplan Balik Eskwela* (OBE) and Regional Memorandum FTAD-2025-005 titled, **2025 Oplan Balik Eskwela Monitoring and Provision of Technical Assistance**, this Office shall organize the Division Field Technical Assistance Team (DFTAT) to assist the Regional Field Technical Assistance Team (RFTAT) during the conduct of OBE monitoring and provision of technical assistance to schools.
- 2. These are the members of the DFTAT.

NAME	POSITION	DESIGNATION	
LEONARDO M. BALALA, CESO V	SDS	Chairperson	
LEVI B. BUTIHEN	ASDS	Co-Chairperson	
CRISTOPHER T. FRUSA	Chief ES – SGOD	Team Leaders	
MARICHU JEAN R. DELA CRUZ	Chief ES – CID	Team Leaders	
BERT D. LABUAYA	EPS - SGOD		
RODEL H. CATUBAY	SEPS - SMME		
ARNEL B. BIEN	Attorney III		
MA. TERESA S. HALLEGADO	EPS / DIO		
RONAL JIM S. SOMERA	AO V	Members	
EDUCATION PROGRAM SUPERVISORS	EPS		
In-Charge of the District	DIO		
PUBLIC SCHOOLS DISTRICT SUPERVISORS / PRINCIPALS IN-CHARGE	PSDS / PIC		

3. The members of the DFTAT are expected to perform the tasks stipulated in the enclosed Region Memorandum FTAD-2025-005.



Address: Alunan Avenue, Koronadal City, South Cotabato 9506

Telephone Number: (083)228-3801

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## Department of Education

## REGION XII SCHOOLS DIVISION OF SOUTH COTABATO

- 4. Please refer to the attached Region Memorandum for the OBE Monitoring Tool, RFTATs Composition and Assignments and TA Report Template.
- 5. Works that fall within summer vacation, Saturdays, Sundays, and holidays are entitled to Compensatory Time-Off (CTO) or Service Credits and Compensatory Overtime Credits (COC) for duty beyond 5:00 p.m. whichever is applicable for the employee in accordance with CSC and DBM Join Circular No. 2, s. 2004 on Non-Monetary Remuneration for Overtime Service Rendered.
- 6. Expenses incurred in the conduct of the activities shall be charged against local funds subject to the usual accounting and auditing procedures and regulations.
- 7. Immediate dissemination of and strict compliance with this memorandum is directed.

LEONARDO M. BALALA CESO V Schools Division Superintendent

Encl.: As stated Reference: As stated

To be indicated in the Perpetual Index

under the following subjects:

**ENROLLMENT** 

CLASSES

MONITORING AND EVALUATION

DATA

SCHOOLS

CTF/DM-composition of division field technical assistance team for the 2025 oplan balik eskwela monitoring and provision of technical assistance 0000/June 13, 2025



Address: Alunan Avenue, Koronadal City, South Cotabato 9506

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## Department of Education

SOCCSKSARGEN REGION

10 Jun 2025

REGIONAL MEMORANDUM FTAD-2025-005

## 2025 OPLAN BALIK ESKWELA MONITORING AND PROVISION OF TECHNICAL ASSISTANCE

To:

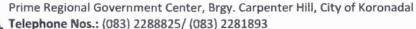
Schools Division Superintendents

All Others Concerned

- 1. Pursuant to DepEd Memorandum No. 045, s, 2025 titled 2025 National Oplan Balik Eskwela (OBE) and to ensure an orderly and systematic opening of classes guided by the "Day 1, Lesson 1" regional policy as contained in Region Memorandum No. 116, s. 2015 on opening of school year, this office enjoins all levels of governance in DepEd SOCCSKSARGEN Region to implement the OBE and "Day 1, Lesson 1" particularly those engage in teaching and learning and other supporting agencies, organizations and other stakeholders in the preparation for the opening of School Year 2025-2026.
- 2. The OBE shall run from June 9 to 20, 2025 and to ensure that all schools are ready for classes, the regional office through the Field Technical Assistance Division (FTAD) shall organize the Regional Field Technical Assistance Teams (RFTATs) to conduct monitoring and provision of technical assistance and ensure that learners both in public and private schools are properly enrolled, learning environment and learning materials are prepared and all issues and concerns encountered by the schools are addressed.
- 3. SDOs shall likewise organize their Division Field Technical Assistance Teams (DFTATs) that will accompany and assist the RFTATs in the monitoring.
- 4. The RFTATs are expected to do the following tasks:
  - 4.1 Monitor and evaluate the SDOs on their OBE implementation especially the SDO OBE Public Assistance Command Center (PACC). Refer to Regional Memorandum ORD-2025-019 2025 for the details.
  - 4.2 Ascertain that the MATATAG curriculum is implemented in terms of
    - b.1 Class Programming
    - b.2 Teachers' Loading and Assignments
    - b.3 Readiness of teachers for the implementation of Revised K to 12 MATATAG Curriculum for Grades 2, 3, 5 and 8 teachers
    - b.4 Learning Delivery
  - 4.3 Monitor and evaluate school implementation of Brigada Eskwela 2025
  - 4.4 Provide appropriate technical assistance (TA) on issues relative to the following:
    - 4.2.1 Enrolment target (public, private and ALS)
    - 4.2.2 Curriculum and Teaching
    - 4.2.3 Learning Environment
    - 4.2.4 Leadership







Email Address: region12@deped.gov.ph

Waheita danadrovii ora





## Department of Education

SOCCSKSARGEN REGION

- 4.2.5 Governance
- 4.2.6 Human Resource and team Development
- 4.2.7 Finance and Resource Management and Mobilization
- 4.5 Respond to queries and concerns commonly encountered in the opening of school year (SY).
- 4.6 Submit the filled-out Monitoring Tool and Technical Assistance Report to Functional Division (FD) Chief thru the FDDC who shall consolidate the reports and submit to FTAD using the assigned link.
- 5. To ensure coherence and effective monitoring and TA Provision, there shall be a Virtual Pre-Deployment Orientation on June 13, 2025 at 2:00 in the afternoon using the link: <a href="https://tinyurl.com/49dsun5r">https://tinyurl.com/49dsun5r</a> Participants in the orientation are the RFTATs, DFTATs, CID and SGOD Chiefs.
- 6. See the following enclosures for reference and guidance:
  - 6.1 OBE Monitoring Tool
  - 6.2 RFTATs Composition and Assignments
  - 6.3 TA Report Template
- 7. RFTATs and DFTATs shall be entitled to Compensatory Time-off (CTO) in accordance with CSC and DBM Joint Circular No. 2, s. 2004 on Non-Monetary Remuneration for Overtime Service Rendered for non-teaching personnel, and service credits for teaching personnel pursuant to the provisions set under DepEd Order No. 53, s. 2003, entitled Updated Guidelines on Grant of Vacation Service Credits to Teachers.
- 8. Expenses incurred in the conduct of the activities shall be charged against local funds subject to the usual accounting and auditing procedures and regulations.
- 9. For details, contact Agney C. Taruc, EPS through emails agney.taruc@deped.gov.ph

10. For the information and compliance of all concerned.

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Digitally signed by Rocafort Carlito Dalisay Adobe Acrobat Reader version: 2023.006.20380

CARLITO D. ROCAFORT

Director IV

Encls: As stated
References: DepEd Memorandum No. 045, s. 2025
Allotment: MOOE
To be indicated in the Perpetual Index
under the following subjects:

ENROLLMENT
MONITORING AND EVALUATION

SCHOOLS

ACT/FTAD/RM  $-\,2025$  OPLAN BALIK ESKWELA MONITORING AND PROVISION OF TECHNICAL ASSISTANCE 005/June 10, 2025







Prime Regional Government Center, Brgy. Carpenter Hill, City of Koronadal Telephone Nos.: (083) 2288825/ (083) 2281893

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## Department of Education

SOCCSKSARGEN REGION

Enclosure 1 to Regional Memorandum FTAD-2025-005

#### 2025 OPLAN BALIK ESKWELA MONITORING TOOL

SDO		
Name of School		
School Address		
School ID		
School Category:	Type of School:	Classification:
Elementary	Central Non-Central	Urban Rural
Secondary	Multi-GradeIntegrated SchoolPrimaryComplete Secondary SchoolJunior HSStand Alone Senior HSALS	Enrolment Data:  Male: Female: Total:  As of (Date and Time)
Name of School Head:		
Contact Number and Email Address:		

- I. Preliminaries 15 minutes
- II. DOD process 1 hour
- III. Exit Conference 15 minutes
- **Instruction:** Kindly put a check (✓) to appropriate column (Yes or No) and write the technical assistance provided to issues and concerns in every indicator.

A	. ENROLMENT PREPARATION			
No.	Indicators	Yes	No	Technical Assistance Provided
1	Communication Plan			
2	Enrolment Advocacy materials (fliers, tarps, etc)			
3	Enrolment Campaign Activities			
4	Tri-media Advocacy (Social Media, Print and Broadcast)			
5	SGC/Stakeholders Engagement			
6	Help Desk			
E	B. CURRICULUM AND TEACHING	3		
1	Teaching Guides and Learning Materials			





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Wahcita denedravii ara



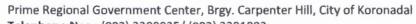


# Department of Education SOCCSKSARGEN REGION

2 Class Program and Teacher Assignments/Teaching Load 3 School Reading and Numeracy Program 4 School Assessment Program 5 Inclusive Education Initiatives 6 Remedial and Intervention Program 7 Instructional Supervision Plans C. LEARNING ENVIRONMENT 1 Physical Environment Maintenance 2 Safety and Security Policies 3 Inclusive Education Practices 4 Disaster Risk and Reduction Management (DRRM) D. LEADERSHIP 1 SIP and AIP 2 Approved organizational charts detailing the composition and functions of school committees and councils (ex: SGC and PTA) 3 Professional Dev't Plan /TNA 4 Recognition and Incentive Programs E. GOVERNANCE AND ACCOUNTABILITY 1 Progress Report on the Implementation of SIP/AIP 2 Transparency Board 3 Barangay and Community Involvement 4 Performance Assessment and Continuous Improvement (SBM Self-assessment, Performance Review) F. HUMAN RESOURCE AND TEAM DEVELOPMENT 1 Professional Development and Capacity Building Programs 2 Performance Evaluation and Feedback Mechanisms 3 Teamwork and Collaboration Initiatives 4 Succession Planning and Career Development (List of teachers and staff promoted,		O1 D 1 D 1		
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Capacity Building Programs  2 Performance Evaluation and Feedback Mechanisms  3 Teamwork and Collaboration Initiatives  4 Succession Planning and Career Development (List of	1	Professional Development and		
Feedback Mechanisms 3 Teamwork and Collaboration Initiatives 4 Succession Planning and Career Development (List of		Capacity Building Programs		
3 Teamwork and Collaboration Initiatives 4 Succession Planning and Career Development (List of	2	Performance Evaluation and	CONTROL OF THE PROPERTY OF THE	
Initiatives 4 Succession Planning and Career Development (List of		Feedback Mechanisms		
4 Succession Planning and Career Development (List of	3	Teamwork and Collaboration		
Career Development (List of				
Career Development (List of	4	Succession Planning and		
teachers and staff promoted,				
		teachers and staff promoted,		
scholarships, etc)		scholarships, etc)		
5 Employees Welfare and	5	Employees Welfare and		
Recognition Program		Recognition Program		







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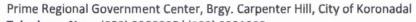
## Department of Education SOCCSKSARGEN REGION

0	FINANCE AND RESOURCE MA	NAGEMENT AND MOBILIZATION
1	School Annual Budget	
2	Work and Financial Plan	
3	Approved Annual Procurement	
	Plan	
4	Reports on Internal and	
	External Financial	
	Audits/Liquidation of Funds	
5	MOA/MOU with donors, LGUs,	
	NGOs, Private Sectors	
6	Records of Fundraising events,	
	grants and external funding	
	supports	
7	Inventory of school properties,	
	equipment and learning	
	materials	
8	Reports on repairs,	
	maintenance and	
	infrastructure projects	
9	Reports on Fund disbursement	
	and expenditure tracking	
-	I. BRIGADA ESKWELA IMPLEMI	ENTATION
	Implementation Stage	
1	Conducted Needs	
	Assessment/Records of	
_	Resource Requirements	
2	BE Plan aligned to SIP	
3	Organize BE Task Force	
4	Invitation to potential partners	
5	and volunteers to engage in BE Records of MOA and MOU with	
3		
6	partners Records of donations and	
0		
7	commitments from partners System of tracking and	
1	acknowledging donations	
Imn	lementation Stage (June 9-13, 2	2025)
1	Classrooms and school	2023)
1	grounds cleaned and	
	maintained	
2	Conduct of minor repairs based	
4	on needs assessment	
3	Evidence of safety measures	
	implemented during BE	
4	Evidence of volunteers actively	
	engaged in BE	













## Department of Education SOCCSKSARGEN REGION

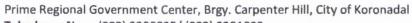
5	System to document issues			
	and resolution during the			
	implementation of BE			
6	System to monitor volunteer			
	attendance and their tasks			
7	Orientation provided to			
	volunteers			
8	Records of Daily Logs in every			
	activity			
9	Conducted orientation on Anti-			
	Bullying Policy			
10	Available MOVs (pictures and			
	other evidence) for reporting			
Post	-Implementation Stage			
1	Prepared Accomplishment			
	Report			
2	Reports submitted through			
	DepEd Partnership Database			
	System (DPDS)			
3	Records of donations classified			
	as property, plant and			
	equipment			
4	School developed plan to			
	sustain school improvement			
	beyond BE			
5	Formulated strategies to			
	maintain stakeholder's			
	engagement			
6	Evidence of continuous			
	monitoring and evaluation			
	conducted			
7	Conducted recognition			
	activities for partners and			
	volunteers			
8	Issued certificates or other			
	form of acknowledgment to			
	donors			
	ERAL OBSERVATION ON BE IM	PLEMENTATION		
Stre	ngth:			
Ares	Areas for Improvement:			
71108	to for miprovement.			
Reco	ommendations:			
}				

Name and Signature of RFTAT Member









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## Department of Education

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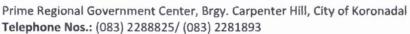
Enclosure 2 to Regional Memorandum FTAD-2025-005

# COMPOSITION OF THE REGIONAL FIELD TECHNICAL ASSISTANCE TEAMS (RFTATs) OPLAN BALIK ESKWELA 2025

	RFTATs		Schools Division
A	Lead: Norman S. Valeroso	QAD	Kidapawan City
	Maria Isabel R. Cunanan	CLMD	
	Roger V. Swerte	HRDD	
	Dr. Mina Fe Ruz	ESSD	
	Jairus Capillo	FD	
В	Lead: Kathrine H. Lotilla	OIC-ARD	Cotabato Province
	Michael A. Poblador	QAD	
	Crisanto M. Bulado	CLMD	
	Regan B. Dagadas	CLMD	
	Elgene O. Dequilla	ESSD	
	Noren Grace Laguting	Budget Officer	
C	Lead: Melinda A. Rivera	CES-FTAD	Sultan Kudarat
	Cynthia G. Diaz	CLMD	
	Arturo D. Tingson, Jr.,	CLMD	
	Jodan F. Manua	HRDD	
	Atty. Salvador S. Rodel	Legal Officer IV	
	Jessebelle V. Bayoneta	FD	
	Engr. Nazario B. Bata-anon	ESSD	
D	Lead: Emily F. Enolpe	OIC-CES - HRDD	Tacurong City
	Louella D. Jabido	QAD	
	Ismael N. Ngitngit, Jr.,	ESSD	
	Raffy G. Herrera	PPRD	
	May Jane L. Alvarado	FD	
E	Lead: Luz Lalli L. Ferrer	CES-CLMD	Koronadal City
	Dave C. Prodigo	HRDD	
	Grace Patrice M. Mondragon	QAD	
	Dr. Edelyn Grace A. Jamila	ESSD	
	Ma. Jeanette N. Delima	FD	
F	Lead: Magdaleno C. Duhilag	Jr., CES -ESSD	South Cotabato
	Dantly S. Villanueva	CLMD	
	Henry Fritz H. Diaz	HRDD-NEAP	
	Atty. John Rey Villalon	Legal Officer III	
	Engr. Nerson Basco	ESSD	
G	Lead: Glenn A. Bisnar	Chief-PPRD	General Santos City
	Agney C. Taruc	FTAD	
	Jay-ar S. Lipura	CLMD	
	Arjay C. Raborar	HRDD-NEAP	
	Herald L. Barnuevo	ORD	
	Cheryl P. Villa	FD	
Н	Lead: Leonardo B. Mission	CLMD	Sarangani
	Jade T. Palomar	CLMD	
	Nathaniel F. Bangoc	QAD	







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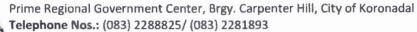
# Department of Education SOCCSKSARGEN REGION

John Earl Wendell Lope	ESSD	
Ma. Lourdes Ines	ESSD	
Joanna Marie A. Lira	FD	











### Department of Education

SOCCSKSARGEN REGION

Enclosure 3 to Regional Memorandum FTAD-2025-005

#### Technical Assistance (TA) Report

(In compliance to Data Privacy Act, all information gathered from this report shall be treated with confidentiality.)

Directions: This tool shall be filled-out by TA Providers from the Regional Office (RO). Blacken the appropriate box and provide information on the blanks. Technical Assistance Provider Functional Division Team Quality Management Team Functional Division: QMT Name: Enabling Mechanism: **EFFECTIVENESS** DATE ACCOMPLISHMENT OF ACTION (action TA CLIENT/S TA NEEDS (based on success (based on the TA REMARKS INTERVENTIONS taken as of Client's Feedback indicators) Form/Rating)





Prime Regional Government Center, Brgy. Carpenter Hill, City of Koronadal

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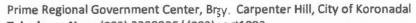


## Department of Education

	SOCCSKSARGEN REGION	
List of MOVs:		
Prepared by:	Attested by:	
(Name & Signature) Designation: Date:	(Name & Signature) FD Chief/QMT Leader	
Note: Kindly attach <b>Technical Assistance Client Feed</b> filled-out by client/s).	back Form with Declaration of Closures using the link: http://tinyurl.com/FTADTAFeedbackForm	<u>n</u> (to b







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## Department of Education

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Enclosure 4 to Regional Memorandum FTAD-2025-005

#### **Technical Assistance Client Feedback Form**

(with Declaration of Closures)

Client Name:	Item P	osition:
Office/ School:		
SDO:		
Date of TA:	Time: Start:	End:
Name of TA Provider:	Designa	tion:
	s/issues:	
Technical Assistance needs	s/issues:	
	s/issues:	
Technical Assistance needs	s/issues:	
Technical Assistance needs	ved from the TA Provide	er(s):

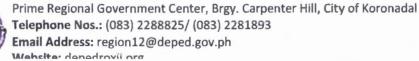
Based on the technical assistance received, kindly rate the TA provider using the rating scale below:

4 – Strongly agree 3 – agree 2 – Disagree 1 – Strongly disagree

	Indicators	Rating
1.	TA session(s) were well organized	
2.	TA provider was knowledgeable about the issues and subject matter.	
3.	TA provider was receptive to client comments and questions	
4.	I felt a strong sense of engagement during the process from TA provider	
5.	I increased my knowledge as a result of receiving TA	
6.	I increased my ability to execute skills in my work as a result of receiving TA	
7.	I believe that the TA received will be worthwhile to implement into work	











## Department of Education SOCCSKSARGEN REGION

<ol><li>The TA interaction increased my con</li></ol>	fidence to
apply what I learned in my work.	
9. The TA intervention offers very good	practicable
solution to the TA needs of the custo	mers.
10. I am committed to continue applying	g what I
learned in my daily work.	

Range	Descriptive Rating	Interpretation
3.26- 4.0	Highly Effective	The TA-related practice/s is/are highly effective that knowledge sharing is highly evident, thus contributing to the improvement of the overall implementation of program activities.
2.51- 3.25	Moderately Effective	The TA-related practice/s is/are moderately effective that knowledge sharing is moderately evident leading to the improvement in the overall implementation of program activities.
1.76 – 2.50	Less Effective	The TA-related practice/s is/are less effective that knowledge sharing is partially evident; hence, the improvement in the overall implementation of program activities is in the emerging stage.
1.0 – 1.75	Least Effective	The TA-related practice/s is/are least effective that knowledge sharing is not evident; hence, there is a need to change strategy/ies to improving the overall implementation of program activities.

Descriptive	Rating:	

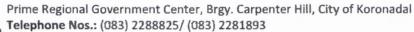
#### IV. Declaration of Closure and Completeness of the Technical **Assistance Provided**

I hereby declare the closure of the technical assistance specific on	e issues/needs and completeness of t after t	
technical assistance was provided and ended on	by starting	
Client Name and Signature		
Date		









Email Address: region12@deped.gov.ph

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## Department of Education

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