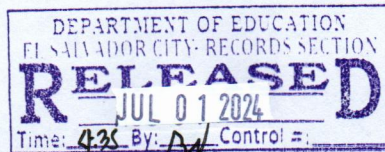




Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY



01 July 2024

DIVISION MEMORANDUM
 No. 2538, s. 2024

**COMPOSITION OF THE DIVISION FIELD TECHNICAL ASSISTANCE TEAM
 FOR THE MONITORING OF THE IMPLEMENTATION OF
 DEPED ORDER NO. 5, S. 2024**

To: **Asst. Schools Division Superintendent**
Chief CID, SGOD
Education Program Supervisors
Section Heads
All Public Elementary & Secondary School Heads
All Others Concerned
 This Division

- To offer technical support and guidance in the implementation of DepEd Order 5, s. 2024 on the Rationalization of Teachers' Workload in Public Schools and Payment of Teaching Overload, and ensuring adherence to established standards, regulations, and policies, promoting consistency and quality across schools, this Office hereby establishes the Division Field Technical Assistance Team (DFTAT) solely focusing on the monitoring of the implementation of DepEd Order No. 5, s. 2024, to wit:

Role	Name	Function/ Responsibilities
Approving Authority	Randolph B. Tortola, Schools Division Superintendent	Approving Authority of Division Action plans and technical assistance plans; Settles issue and problems;
Chairperson/ DFTAT Leader	Conniebel C. Nistal, Asst. Schools Division Superintendent	Lead and coordinate the activities of the field technical assistance team to ensure effective support for division goals; Responsible of the day-to-day activities of the team; Resolves operational issues within the team; leads the preparation of the Action Plans, field validation plans, technical assistance plans and reports; Implement and oversee troubleshooting procedures and solutions





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Role	Name	Function/ Responsibilities
Members	Rolly B. Labis, SGOD Chief	Assigned to gather the following data/ documents: <ul style="list-style-type: none"> List of teachers with teaching overload assignments for monetary compensation or vacation service credits List of designation Orders for Teachers with teaching-related assignment issued and approved by the SDS
	Ninian A. Alcasid, CID Chief	Assigned to gather the following data/ documents: <ul style="list-style-type: none"> List of Schools with Teachers Excess/Shortage General/Individual Class Program Document findings and recommend solutions to enhance operational efficiency; Work closely with other team members and departments to address technical challenges and support project goals
	Kevin B. Asequia	Assigned to gather the following data/ documents: <ul style="list-style-type: none"> Teaching Resources Analysis SF 4 and SF 7 Conduct assessments of field operations to identify technical issues and improvement opportunities; Document findings and recommend solutions to enhance operational efficiency; Work closely with other team members and departments to address technical challenges and support project goals
	Stephanie P. Saligumba, Budget Officer	In-charge for the utilization of Budget and Release of Funds
	Maricel B. Jangao, Accountant III	
	Education Program Supervisor with their Assigned Schools	Assigned to gather the following data/ documents: <ul style="list-style-type: none"> List of Arising issues and Concerns






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		<ul style="list-style-type: none">• TA Plan on the encountered issues and concerns/ TA Needs• Results of the implementation of the TA Plan• Risk Management Facility adopted <p>Conduct assessments of field operations to identify technical issues and improvement opportunities; Document findings and recommend solutions to enhance operational efficiency; Work closely with other team members and departments to address technical challenges and support project goals</p>
	Felanie Marie A. Lim, HRMO II	List of Personnel with their current assignments
	Kenneth Angel B. Guillena, Admin Officer II	Gather and consolidate reports forwarded by other members of the team

2. A separate Memorandum shall be released for the submission dates of required data.
3. All are reminded that this Office adheres to Equal Opportunity Principle (EOP). Hence, all decisions and actions shall be based solely on guidelines set forth, with no discrimination on the account of age, gender identity, sexual orientation, civil status, disability, religion, ethnicity, or political affiliation.
4. For information and compliance.


RANDOLPH B. TORTOLA *NG*
Schools Division Superintendent

To be indicated in the Perpetual Index
Under the following subjects:
REPORTS DFTAT MONITORING



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