



Republic of the Philippines  
Department of Education  
Region VII – CENTRAL VISAYAS  
SCHOOLS DIVISION OF BOHOL

Office of the Schools Division  
Superintendent

February 17, 2021

DIVISION MEMORANDUM

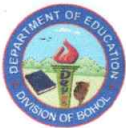
No. 096 s, 2021

**SUBMISSION OF CALENDAR YEAR (CY) 2021 TECHNICAL ASSISTANCE (TA) PLAN**

Assistant Schools Division Superintendents  
SGOD Chief and OIC CID Chief  
Education Program Supervisors  
Public Schools District Supervisors/Acting PSDSs  
Public Elementary and Secondary School Heads  
All Others Concerned

1. Enclosed is Regional Memorandum No. 0094, s. 2021 entitled Submission of Calendar Year (CY) 2021 Technical Assistance (TA) Plan which is self explanatory.
2. Attention is invited to **paragraph 4** in this said memorandum, in view hereof, submit the Calendar Year (CY) 2021 District Technical Assistance (TA) Plan on or before **February 23, 2021 through this URL, <https://tinyurl.com/CY2021TAPlan>**. The TA templates can be downloaded through this link: <https://tinyurl.com/TAtemplates>.
3. Immediate dissemination and compliance of this Memorandum is enjoined.

  
**BIANITO A DAGATAN EdD, CESO V**  
Schools Division Superintendent 



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Tel Nos.: (038) 412-4938; (038) 411-2544 (038) 501-7550  
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Republic of the Philippines  
**Department of Education**  
 REGION VII - CENTRAL VISAYAS

*Received:*  
 2/15/2021  
*[Signature]*

**Office of the Regional Director**

FEB 11 2021

REGIONAL MEMORANDUM  
 No. **0094**, s. 2021

**SUBMISSION OF CALENDAR YEAR (CY) 2021 TECHNICAL ASSISTANCE (TA) PLAN**

To: Schools Division Superintendents  
 Assistant Schools Division Superintendents  
 All Others Concerned

1. Consistent with the DepEd Regional Office (RO) VII's mandate of ensuring relevance and quality assure implementation of DepEd's policies and programs, this Office requires the **Submission of Calendar Year (CY) 2021 Technical Assistance (TA) Plan**.

2. The said TA Plan will support the Regional Field Technical Assistance Teams (RFTATs) in the monitoring of TA interventions implemented by the Schools Division Offices (SDOs), and to achieve the SDOs' main thrust for schools and learning centers to implement the curriculum effectively, and continuously improve management and instruction for the attainment of the desired learning outcomes.

3. For the guidance and reference of all concerned, enclosed are the following documents:

- a. Enclosure No. 1 - Technical Assistance (TA) Needs Assessment Process Flow
- b. Enclosure No. 2 - Technical Assistance (TA) Needs Assessment Template
- c. Enclosure No. 3 - Suggested Technical Assistance (TA) Needs Prioritization Template
- d. Enclosure No. 4 - Technical Assistance (TA) Planning Process Flow
- e. Enclosure No. 5 - Suggested CY 2021 Technical Assistance (TA) Plan Template

4. In view of the above, you are hereby directed to submit the said reports following the enclosed templates in MS Excel format **on or before February 26, 2021** through this URL, <https://bit.ly/SDO2021TApplan>.

5. Moreover, the sources of relevant data/information that will serve as basis in the assessment of TA needs are as follows:

- Enhanced Basic Education. Information System (EBEIS)/KPIs
- SMEA/DMEA Results
- Monitoring and Supervisory Reports
- SBM Level of Practice Profile
- Other relevant data/information

6. For inquiries and clarifications, you may call the FTAD Office at (032) 414-7324, and look for Mr. Misael G. Borgonia or Mrs. Doris F. Esmero.

7. Immediate dissemination of, and compliance with this Memorandum is directed.

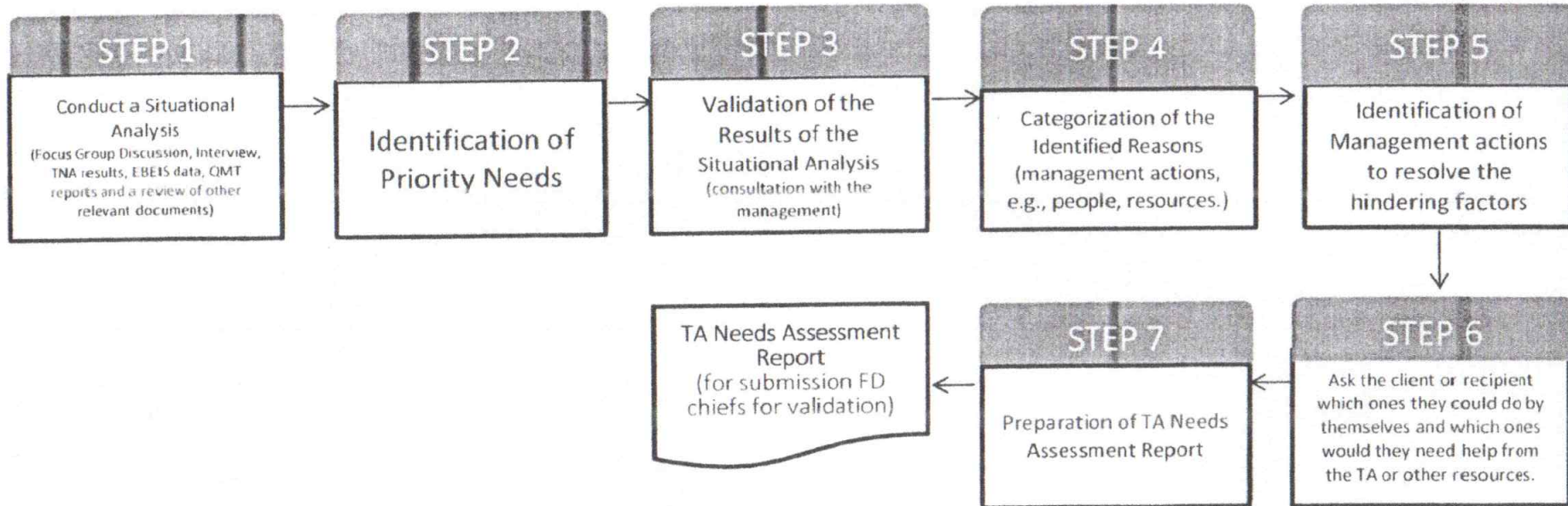
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 STJ/CAE/PPRD/ingb

*[Signature]*  
**SALUSTIANO T. JIMENEZ JD, EdD, CESO V**  
 Director III  
 OIC-Regional Director



Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS

**TECHNICAL ASSISTANCE (TA) NEEDS ASSESSMENT PROCESS FLOW**



Source: Technical Assistance Mechanism Handbook 2011



Address: Doña M. Gaisano St., Sudlon, Lahug, Cebu City  
Telephone Nos.: (032) 231:1433; (032) 414-7399  
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**TECHNICAL ASSISTANCE (TA) NEEDS ASSESSMENT TEMPLATE**

<b>CIGPs</b>	<b>Hindering Factors</b>	<b>Facilitating Factors</b>	<b>TA Needs</b>	<b>Actions to be Taken to Resolve the Hindering Factors</b>



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**SUGGESTED TECHNICAL ASSISTANCE (TA) NEEDS PRIORITIZATION TEMPLATE**

Prioritized TA Needs	Prioritization Indicators/Criteria				Total
	Strategic	Urgency	Magnitude	Feasibility	

**Priority Level:** 1-Very Low, 2-Low, 3-Medium, 4-High, 5-Very High

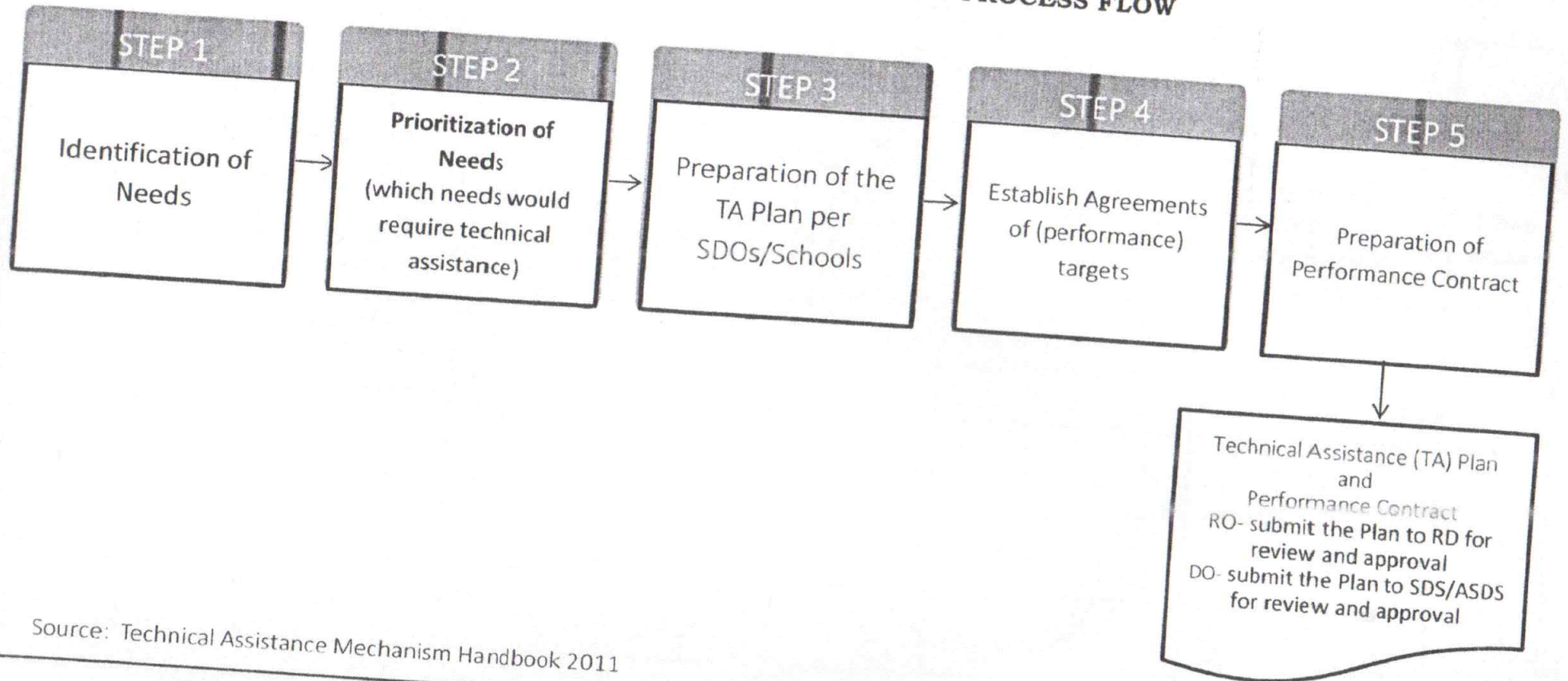


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**TECHNICAL ASSISTANCE (TA) PLANNING PROCESS FLOW**



Source: Technical Assistance Mechanism Handbook 2011



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**SUGGESTED CY 2021 TECHNICAL ASSISTANCE (TA) PLAN TEMPLATE**

<b>Area of Concern</b>	<b>Target School/ Personnel</b>	<b>Prioritized TA Need/ Competencies to be Addressed</b> (Program Designing and Implementation, Policy Implementation, Development of Data-Driven and Evidence-based Innovations, Etc.)	<b>TA Objectives</b>	<b>Level of TA</b> (Limited, Moderate, On-site and/or longer-term technical assistance)	<b>TA Intervention</b> (Information Sharing, Capability-Building, Group/Work Management)	<b>TA Content</b> (Instructional Management, Financial Management, Assessment of Learning, Learning Resource Management and Development, Planning and Research, Human Resource Development, Project Development/ Implementation, Etc.)	<b>Required/Specific Tasks and Activities Arranged in Sequence</b>	<b>Time Frame</b>



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