



Republic of the Philippines
Department of Education
Cordillera Administrative Region
Division of Tabuk City
City Hall Compound, Dagupan Centro, Tabuk City



DIVISION MEMORANDUM

No. *4* s.2020

To: Chief Education Supervisors
Administrative Officer V
Unit Heads
Public Schools District Supervisors
Public Elementary/Secondary School Heads
All concerned personnel



FROM : **IRENE S. ANGWAY, PhD, CESO VI**
OIC- Schools Division Superintendent

SUBJECT: **SUBMISSION OF TECHNICAL ASSISTANCE PLAN FOR SY2020-2021**

DATE : June 4, 2020

1. The Regional Office released Regional Memorandum No. 142, s 2020- Submission of Division Technical Assistance Plan for CY 2020 anchored on the principle of technical assistance vitality in ensuring achievement of better learning outcomes was released.
2. It is in this premise that the SDO Chiefs, Unit Heads, District Supervisors and all other SDO personnel concerned are requested to submit their Technical Assistance Plan by accomplishing the form thru the link <https://docs.google.com/spreadsheets/d/1J78XsTjBwa0MeOtdIVbCubSoTemUkbIKXxN9dYCiGmM/edit?usp=sharing> on or before June 11, 2020.
3. Consequently, School heads are to submit their school Technical Assistance Plan on or before June 10, 2020 in hard and soft copies. The soft copy in MS excel following the format below shall be submitted to their district supervisor thru email/messenger.

SCHOOL TECHNICAL ASSISTANCE PLAN

Section/ Department	Clientele	TA Needed	Proposed Intervention	Date of Implementation	Person / Office Involved
All Subject departments	Teachers	Coaching and mentoring on printed module conversion to e-book	Conduct of webinar Series/ teleconference	June- August	CID Supervisors; ITO; other invited L&D service providers

4. For immediate dissemination and compliance.