



Republic of the Philippines
Department of Education
REGION VIII
SCHOOLS DIVISION OF CALBAYOG CITY

March 18, 2025

DIVISION MEMORANDUM

No. 174, s. 2025

**REORGANIZATION OF THE DIVISION FIELD TECHNICAL ASSISTANCE
(TA) CORE TEAM AND DIVISION FIELD TECHNICAL ASSISTANCE
COMPOSITE TEAMS (DFACTS) FOR CALENDAR YEAR 2025**

To: Assistant Schools Division Superintendent
Chief Education Supervisors, CID/SGOD
Education Supervisors
Public Schools District Supervisors
Senior Education Program Specialists
Section Heads
All others concerned

1. To enhance and strengthen the Technical Assistance (TA) Mechanism within the schools division and to proactively support schools in their pursuit of continuous improvement, this Office, through the School Governance and Operations Division (SGOD), has restructured and reorganized both the Division Technical Assistance (TA) Core Team and the Division Field Technical Assistance Composite Teams (DFACTS).

2. The **Division Field Technical Assistance Composite Team (DFACT)** is hereby constituted as follows:

Chairman : **Dr. Margarito A. Cadayona Jr., CESO VI**
OIC-Schools Division Superintendent

Co-Chairman : **Dr. Jun-Nilou D. Dulfo**
OIC-Asst. Schools Division Superintendent

Members : **Dr. Renato S. Cagomoc**
Chief ES, CID

Dr. Avelina P. Tupa
OIC-Chief ES, SGOD

Atty. Rhea Aguado
Legal Officer-Designate

Ms. Grace S. Pagunsan
Administrative Officer V

All Education Program Supervisors (EPSs)

Mr. Oscar D. Billate, Jr.
SEPS/EPS-Designate (SGOD)
Division TA Coordinator

Dr. Joy B. Saldaña
EPS-Science
Division Co-TA Coordinator

Mr. Robert Anthony F. Ygrubay
SEPS-Designate, SMM&E
Division SBM Coordinator

3. The **Division Field Technical Assistance Composite Teams (DFACTs)** are hereby constituted as follows:

Team	Team Leader	Team Members	Area of Function	Assigned Area/ Districts
1	Joshua Sherwin T. Lim, JD EPS-Mathematics	Nora G. Capetillo	Curriculum & Instruction	Calbayog 1 and 2
		Alma R. Caber	Curriculum & Instruction	
		Leah B. Arnejo	Curriculum & Instruction	
		Grace S. Pagunsan	Administrative Services	
		Galina V. Panela	Governance & Operations	
		Dr. Arlene C. Catalan	Health & Nutrition	
		Ma. Bella B. Ortiz	Health & Nutrition	
		Engr. Jordan B. De Veyra	Education Facilities	
		Sheryll Ann Marie G. Lacaba	Financial Management	
		Erwin B. Ortiz	Financial Management	
2	Dr. Joy B. Saldaña EPS-Science	Dr. Nelson R. Bello	Curriculum & Instruction	Calbayog 3 and 4
		Anabelle O. Yangzon	Curriculum & Instruction	
		Jose O. Abon	Curriculum & Instruction	

		Beverly C. Longcop	Curriculum & Instruction	
		Ma. Angela B. Antonio	Administrative Services	
		Carren Meryl A. Cabadsan	Governance & Operations	
		Rosalia M. Rivera	Governance & Operations	
		Dr. Susan Queroljico	Health & Nutrition	
		Ma. Benjie Señora	Health & Nutrition	
		Engr. Lyrian L. Montances	Education Facilities	
		Sunshine Marie E. Ventures	Financial Management	
		Ma. Kristine B. Pacheco	Financial Management	
3	Dr. Erwin L. Purcia EPS-English	Mercedita S. Garcia	Curriculum & Instruction	Calbayog 5 and 6
		Reynaldo T. Bernales	Curriculum & Instruction	
		Teresa D. Villa	Curriculum & Instruction	
		Jennifer C. Alvarez	Administrative Services	
		Marita P. Senolos	Governance & Operations	
		Ma. Marlie M. Mendoza	Governance & Operations	
		Adrian Marie C. Nuevo	Health & Nutrition	
		Gennerson T. Nabual	Education Facilities	
		Suzette Candaza	Financial Management	
Ma. Lenie Anquilan	Financial Management			
4	Ricky S. Cano EPS-ALS	Noemi S. Castante	Curriculum & Instruction	Oquendo 1 and Tinambac an 1
		Ma. Teresa S. Simon	Curriculum & Instruction	
		Rina M. Aboganda	Curriculum & Instruction	
		Gary H. Ballon	Administrative Services	
		Asther E. Bachar	Governance & Operations	
		Sharon D. Balza	Governance & Operations	
		Dr. Simeon M. Panoy	Health & Nutrition	
		Nikki Ivy S. Dollado	Health & Nutrition	

		Eric R. Doroja	Education Facilities	
		Edilberto Cailo	Financial Management	
		Rivero Belizar	Financial Management	
5	Dr. Lourdes L. Matan EPS-Filipino	Dr. Geraldine P. Sumbise	Curriculum & Instruction	Oquendo 2 and 3
		Benedicto M. Merales	Curriculum & Instruction	
		Lilibeth G. Ortiz	Curriculum & Instruction	
		Jose Don Babon	Administrative Services	
		Robert Anthony F. Ygrubay	Governance & Operations	
		Marian Cabonegro-Advincula	Governance & Operations	
		Nikki Ivy S. Dollado	Health & Nutrition	
		Adelito D. Ostulano	Education Facilities	
		Ma. Lennie C. Anquilan	Financial Management	
		Carmen Esquerdo	Financial Management	
6	Arnold M. Jaraba EPS-EPP/TLE	Noel E. Sagayap	Curriculum & Instruction	Tinambacan 2 and 3
		Elbert G. Ongcal	Curriculum & Instruction	
		Ester A. Siozon	Curriculum & Instruction	
		Hannah Gensis	Administrative Services	
		Joanna Lou V. Portura	Governance & Operations	
		Patria G. Lapara	Health & Nutrition	
		Drixel Idol Ortega	Education Facilities	
		Abegail P. Dionisio	Financial Management	
		Shiela Marie Cano	Financial Management	

4. Technical assistance providers are expected to perform the following **roles and functions**:
- a. Provide support, coaching and guidance to clients in the performance of their functions;
 - b. Utilize the result of the DPIR in planning or preparing a Quarterly TA Plan;
 - c. Regularly appraise clients on the status of their performance and to do their functions;

- d. Provide the necessary information to the clients in the performance of their functions more effectively;
 - e. Provide motivation and encouragement to move forward and for continuous improvement; and
 - f. Utilize data gathered to inform regional TA providers in aid for policy formulation.
5. In order to perform these roles and functions, technical assistance providers have the following **responsibilities**:
- a. Guide and help clients in planning, strategizing, implementing plans, evaluating performance and accomplishments;
 - b. Share information regarding directions from higher management;
 - c. Share information regarding the existence and/or availability of needed resources both from within and outside DepEd;
 - d. Offer client's information where to source out the needed TA;
 - e. Give feedback, especially those coming from their clients for continuous improvement; and
 - f. Prepare recommendations for policy formulation.
6. This Memorandum shall serve as **Special Order** of all identified Team Leaders and Members of the DFACTs.
7. **This reorganization shall take effect immediately and shall remain in force unless sooner revoked by proper authorities.**
8. Immediate dissemination and strict compliance with this Memorandum are earnestly desired.




MARGARITO A. CADAYONA JR. PhD, CESO VI
OIC-Schools Division Superintendent

Enclosure: None

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

SGOD

TECHNICAL ASSISTANCE