



Republic of the Philippines
Department of Education
Region VI – Western Visayas
SCHOOLS DIVISION OFFICE OF KABANKALAN CITY
City of Kabankalan



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DIVISION MEMORANDUM

No. 15 s. 2020

TO : Chief CID and SGOD
CID and SGOD Personnel
Information Technology Officer
All Concerned

FROM : **PORTIA M. MALLORCA, Ph.D., CESO V**
Schools Division Superintendent

DATE : January 17, 2019

SUBJECT : **Submission of TA Documentation Report**

1. The Schools Division Office recognizes the dynamic technical assistance activities provided by the different functional units/ offices to our schools and learning centers for 2019.
2. With this, all functional units / offices in the division shall submit their 2019 Technical Assistance Documentation Report to the Division TA Focal Person in soft and Hard copies using the attached format on or before January 30, 2020.
3. Widest dissemination and compliance of this memorandum is desired.

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**Inventory of Records of Implemented Technical Assistance
Interventions**
by **Regional Office to the Division Office**

TA Provider (Regional Office Personnel)	Date	Priority Improvement Area	Intervention / TA Provided



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**Inventory of Records of Implemented Technical Assistance
Interventions by Schools Division Office to Schools and Learning Centers**

Instruction: Fill out the table with needed information based on your submitted Division
Technical Assistance Report / Accomplishments

Priority Improvement Area	Intervention (accomplished only)	MOVs/ Gains

Prepared by:

TA Provider

