



Republic of the Philippines  
**Department of Education**  
REGION II - CAGAYAN VALLEY  
SCHOOLS DIVISION OF BATANES

0760  
March 16, 2023

**DIVISION MEMORANDUM**  
No. 101, s. 2023

**SUBMISSION OF 2<sup>ND</sup> QUARTER TECHNICAL ASSISTANCE NEEDS ASSESSMENT**

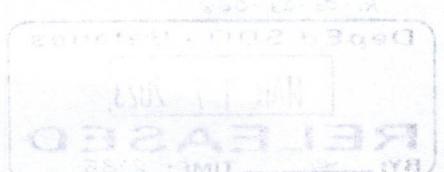
To : Assistant Schools Division Superintendent  
Chief Education Supervisors  
Elementary and Secondary School Heads  
All Others Concerned

1. To continuously support and assist the schools in their needs, this Office is requesting all schools to submit their 2023 Second Quarter Technical Assistance Needs Assessment (TANA) on or before April 4, 2023.
2. The TANA of the schools will be reviewed by the Division Field Technical Assistance Team and shall serve as a basis of the SDO in providing and prioritizing the technical assistance for the Second Quarter of 2023.
3. Hence, only TA needs of the schools to be addressed from April 2023 to June 2023 shall be included. TA needs, issues, and concerns that can be addressed within the school level need not to be included in the TANA form.
4. Enclosed in this memorandum is the sample filled-up TANA and TANA forms for your reference.



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As of:	<b>Jul 2, 2018</b>	Page:	<b>1</b>



5. For your information and compliance.

**EDUARDO C. ESCORPIO JR. EdD, CESO V**

Schools Division Superintendent

For the SDS

**GEORGANN G. CARIASO VI**

Assistant Schools Division Superintendent

Encl: As stated

To be indicated in the Perpetual Index

Under the following subjects:  
TECHNICAL ASSISTANCE

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2023-2024 Budgetary Allocation





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**TECHNICAL ASSISTANCE NEEDS ASSESSMENT FORM**  
**Second Quarter (2023)**

**Office/School:** \_\_\_\_\_

<b>Areas for Technical Assistance</b>	<b>Findings/Observation</b>	<b>TA Needed from the SDO</b>	<b>Resources Needed</b>	<b>Preferred Schedule for TA</b>

Prepared by:

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School Head

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**TECHNICAL ASSISTANCE NEEDS ASSESSMENT FORM**  
**Second Quarter (2023)**

Office/School: \_\_\_\_\_

Areas for Technical Assistance	Findings/Observation	TA Needed from the SDO	Resources Needed	Preferred Schedule for TA
<b>EXAMPLE</b>				
Financial Statement Preparation	Documents are returned due to incomplete FS Reports	Conduct workshop/Coaching Session on FS Preparation	Human: TA provider  Material: Computer printer, ink, bond paper, notebook	May 2023
Guidelines on the renaming of public schools	Application for school renaming has been returned	Revisit DO No. 40, s. 2014	Copies of DO No. 14, s. 2014  Powerpoint presentation  Material: Projector, LCD	May 2023

Prepared by:

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School Head

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