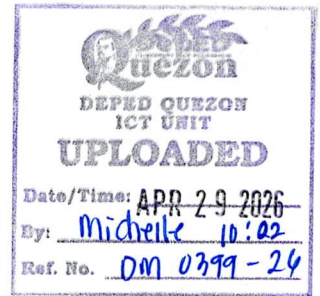




Republic of the Philippines
Department of Education
REGION IV-A - CALABARZON
SCHOOLS DIVISION OF QUEZON PROVINCE



30 April 2026

DIVISION MEMORANDUM

No. 0399, s. 2026

DELIVERY OF TECHNICAL ASSISTANCE (TA) BY PUBLIC SCHOOLS DISTRICT SUPERVISORS (PSDS) TO SCHOOLS

To: Assistant Schools Division Superintendents
CID and SGOD Chiefs
Education Program Supervisors
Public Schools District Supervisors
Public and Private Elementary and Secondary School Heads
All Others Concerned

1. Attached herewith is Regional Memorandum No. 279 s. 2026 titled "Delivery of Technical Assistance (TA) by Public Schools District Supervisors (PSDS) to Schools", for your guidance and reference.
2. Immediate dissemination and compliance with this Memorandum is desired.

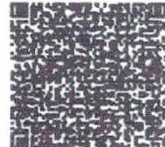
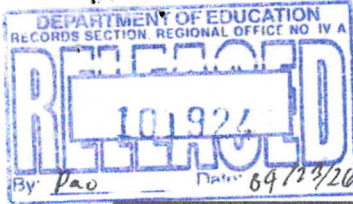

ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

cid-ims/wfg/rqn/04/30/2026

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FTAD-RM-2026-279

Republic of the Philippines
Department of Education
REGION IV-A CALABARZON

21 April 2026

Regional Memorandum
No. 279 s. 2026

**DELIVERY OF TECHNICAL ASSISTANCE (TA) BY PUBLIC
SCHOOLS DISTRICT SUPERVISORS (PSDS) TO SCHOOLS**

To **Schools Division Superintendents**
Assistant Schools Division Superintendents
Public District Supervisors
School Heads
All Other Concerned

1. In reference to RA 9155¹, this Office, through the Field Technical Assistance Division issues this Memorandum that shall provide uniform guidance on the roles, responsibilities, and limits of Public Schools District Supervisors (PSDS) in the delivery of Technical Assistance (TA) to school heads and teachers to strengthen instruction, curriculum implementation, and learning outcomes, consistent with the governance framework.
2. DepEd governance is decentralized with defined authorities at the regional, division, district, and school levels under RA 9155 (2001)². At the school district level, the PSDS is responsible for providing professional and instructional advice and support to school heads and teachers/facilitators, and curricula supervision, plus other functions assigned by proper authorities³
3. The functions of school district supervisors are limited to those expressly enumerated in RA 9155, and issuances/IRR cannot expand or contradict the law; administrative supervision over school heads is not inherent in the PSDS role and may only exist if specifically authorized by proper authorities⁴. The PSDS shall deliver TA primarily as instructional and curriculum supervision and as professional support to schools. TA shall be developmental, collaborative, evidence-based, and aligned with division and school improvement priorities.⁵
4. The PSDS shall:

¹ Governance of Basic Education Act of 2001

² Governance of Basic Education Act of 2001

³ Governance of Basic Education Act of 2001

⁴ Governance of Basic Education Act of 2001

⁵ Governance of Basic Education Act of 2001



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- a. Provide professional and instructional advice and support to school heads and teachers/facilitators within the district/cluster⁶
 - b. Conduct curriculum supervision focusing on implementation quality and learner outcomes⁷
 - c. Provide TA through agreed mechanisms such as coaching, mentoring, learning action cells facilitation/support, demonstration teaching support, classroom observation feedback (instructional), and analysis of learning data—as TA, not as disciplinary/administrative control.
 - d. Recommend capacity-building needs to the Division Office and align TA plans with the Division Education Development Plan; and
 - e. Perform other functions only when assigned by proper authorities
- 5. The PSDS shall not exercise administrative supervision over school heads unless there is a specific written authorization from the proper authority.**
6. School heads shall receive and operationalize TA inputs in school planning and instructional leadership, consistent with their authority and accountability at the school level and ensure teacher participation in agreed TA activities and document TA actions in school improvement processes.⁸
 7. The SDO through the SDS/ASDS and concerned offices shall ensure district TA is aligned with division priorities and standards, consistent with the SDS authority to supervise school operations and issue implementing instructions, schedules, and reporting templates as needed.
 8. Each PSDS shall submit a district TA plan aligned with division/school needs to the Schools Division Office. The TA engagements shall be documented and TA reports are for instructional support and improvement; matters requiring administrative action should be elevated to the proper authority consistent with governance lines under RA 9155 (2001).⁹
 9. This Regional Memorandum shall take effect immediately and remains in force until amended or revoked.
 10. For inquiries, please contact Mr. Michael Girard R. Alba, Chief, Field Technical Assistance Division, at 0917-888-2731.
 11. Immediate dissemination and compliance with this Memorandum are hereby directed.


CARLITO D. ROCAFORT
Director IV

cc:04/ROF1

⁶ RA 9155, Governance of Basic Education Act of 2001
⁷ RA 9155, Governance of Basic Education Act of 2001
⁸ RA 9155, Governance of Basic Education Act of 2001
⁹ RA 9155, Governance of Basic Education Act of 2001