



Republic of the Philippines
Department of Education
Region V – Bicol
SCHOOLS DIVISION OFFICE OF CATANDUANES

RELEASED

DepEd, Division of Catanduanes

RECORDS SECTION

Date: MAY 28 2020

Time: 12:20

Initial/Signature: _____

May 28, 2020

DIVISION MEMORANDUM
OSDS-SGOD-DM-113 S. 2020

2020 OPLAN BALIK ESKWELA

To: Assistant Schools Division Superintendent
Chiefs, CID & SGOD
Education Program Supervisors
Public Schools District Supervisors
Planning and Research Section
Information Technology Officer
Senior Education Program Specialist (Soc.Mob.)
Education Program Specialist II (Soc.Mob.Net.)
Education Program Specialist II (ALS Focal)
Education Program Specialist II (ALS)
All concerned

1. Pursuant to DepEd Memorandum No. 014 s. 2020 dated February 04, 2020. The Schools Division Office of Catanduanes supports the National Oplan Balik Eskwela (OBE) for School Year (S/Y) 2020-2021. The Oplan Balik Eskwela is the Deped's Annual initiative to engage agencies, organizations, and other stakeholder in preparation for the opening of the school year. This will run from June 01, 2020 to August 29, 2020
2. OPLAN BALIK ESKWELA is a part of the Department's efforts to ensure that the learners are properly enrolled and able to attend school on the first day of classes this aims to address problems, queries and other concerns commonly encountered by the public at the start of the school year.
4. Schools are required to establish an OBE Public Assistance Command Center on their district and schools.
3. See attached 2020 Composition of the Division Oplan Balik Eskwela (OBE) Public Assistance Command Center (PACC)
4. For information, guidance and compliance.


DANILO E. DESPI
Schools Division Superintendent

Encl:
References:
Memo
QU-LAPP No. Q-228, s. 2020

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

2020 OPLAN BALIK ESKWELA
MISA.soc.mov.net.

**2020 COMPOSITION OF THE DIVISION OPLAN BALIK ESKWELA
(OBE)
PUBLIC ASSISTANCE COMMAND CENTER (PACC)**

(lifted from DM. 014 s. 2020 dated Feb.4, 2020)

Chairman : Danilo E. Despi
School Division Superintendent

Vice-Chairman : Ma. Luisa T. Dela Rosa
Assistant School Division Superintendent
CP # 09476099689

MEMBERS	TASKS	TERMS OF REFERENCE
<p>Rey Bonayon CP # 0905286683</p> <p>Raquel L. Pahuyo CP # 09289572295</p>	A. Teleresponders	<ul style="list-style-type: none"> ➤ Attend callers with queries, complaints, problems or request concerning school opening and other, education matters ➤ Provide immediate appropriate actions/ solutions for issues/concerns received from callers ➤ Refer complaints/cases that need immediate investigations to the legal team if necessary, and ➤ Submit the required daily monitoring and afternoon reports to the secretariat for consolidation and evaluation
<p>Rey Bonayon CP # 0905286683</p> <p>Raquel L. Pahuyo CP # 09289572295</p> <p>Jennifer B. Metica CP # 09291383262</p>	B. Email and Text Messaging Services and Social Media (Facebook, Messenger, Twitter and Instagram)	<ul style="list-style-type: none"> ➤ Reply/respond to messages received and print the messages if necessary, ➤ Refer complaints' cases that need immediate investigation to legal team if necessary, and ➤ Submit the required daily morning and afternoon reports to the secretariat for consolidation and evaluation
<p>Mary Jean S. Romero CP # 09988653521</p> <p>Rosario B. Vegim CP # 09107100554</p> <p>Eva T. Cariño Jra. CP # 09484982674</p>	C. Walk-in Assistance	<ul style="list-style-type: none"> ➤ Attend to issues/concerns/complaints of walk-in clients ➤ Prepare endorsement letters/communications to schools concerned; ➤ Provide information needed by the clients; and ➤ Submit the required daily morning and afternoon reports to the secretariat for consolidation and evaluation
<p>Ma. Luisa T. Dela Rosa CP #09476099689</p> <p>Atty. Marriane Tud</p>	D. Legal Assistance	<ul style="list-style-type: none"> ➤ Provide immediate resolution to complaints that are classified as urgent; ➤ Conduct on-the-spot investigation and monitoring of schools as the need arises; and

<p>CP # 09291383252</p>		<ul style="list-style-type: none"> ➤ Submit the required daily morning and afternoon reports to the Secretariat for consolidation and evaluation.
<p>Miguel C. Ogalinola CP # 09982739458</p> <p>Mary Jean S. Romero CP # 09988653521</p> <p>Nieva DJ. Tuibeo (OIC-District Supervisor) Bagamanoc South CP # 09077424502</p> <p>Jose Tapia (OIC-District Supervisor) Baras North CP # 09277781033</p> <p>Erlinda Borbe (District Supervisor) Baras South CP # 09288368254</p> <p>Miguelito Rodriguez (District Supervisor) Bato East CP # 09207693952</p> <p>Ruth P. Sorraera (OIC-District Supervisor) Bato West CP # 09103833952</p> <p>Delfin De Leon (OIC-District Supervisor) Caramoran North & South CP # 09079291292</p> <p>Henry Marin (District Supervisor) Gigmoto CP # 09561509679</p> <p>Nelson Isorena (District Supervisor)</p>	<p>E. Secretariat and Monitoring</p>	<ul style="list-style-type: none"> ➤ Oversee and supervise the daily operations of the activity; ➤ Prepare the daily reports for the Secretary's Superintendent's information based on the submitted reports of the teams; ➤ Make print and video documentation; ➤ Gather and consolidate data from the different committees and generate daily reports; ➤ Document and finalize the 2019 Oplan Eskwela Narrative Report; ➤ Provide the technical needs of the team; and ➤ Assist all teams is necessary.

<p>Pandan East & West CP # 09202389563</p> <p>Brenda Villarey (District Supervisor) Panganiban CP # 09065869398</p> <p>Edgar Rima (District Supervisor) San Andres East CP # 09093481199</p> <p>Delia P. Lazaro (OIC-District Supervisor) CP # 09494623943</p> <p>Belen Tapas (District Supervisor) San Miguel North & South CP # 09284807175</p> <p>Joselito Ruiz (OIC-District Supervisor) Viga West CP # 09471470509</p> <p>Elias Abundo (OIC-District Supervisor) Virac North CP # 09207554429</p> <p>Merly Gonzales (District Supervisor) Virac South CP # 09085942653</p> <p>Marife B. Brequillo CP # 09394513915</p> <p>Aroline T. Borja CP # 09398914617</p>	<p>G. Logistics and Support</p>	<ul style="list-style-type: none"> ➤ Attend to media inquiries and interviews and ➤ Coordinate with the security and stakeholders. ➤ Set up and take charge of the OBE command center, of SDO lobby. ➤ Maintain cleanliness and orderliness of the OBE command center. ➤ Provide materials and equipment needed for OBE (e.g. tarpaulin, etc) ➤ Serves as Officers of the Day during the duration of the Opian Balik Eskwala (OBE) – Public Assistance Command Center (PACC). <ol style="list-style-type: none"> 1. Finance <ul style="list-style-type: none"> Handle OBE financial requirements 2. Food <ul style="list-style-type: none"> Coordinate with the OBE staff for the two-week conduct of OBE and up to 1000 members 3. Physical Arrangements/Set-up Security System and Transportation <ul style="list-style-type: none"> Set up the OBE command center Maintain the cleanliness and orderliness of the OBE Command Center Ensure peace and order during the OBE 4. Registration and Attendance <ul style="list-style-type: none"> Record all guests and participants in OBE and take daily attendance of admitted members 5. Supplies and Equipment <ul style="list-style-type: none"> Coordinate with the OBE staff for the OBE
<p>Gina B. Pantino CP # 09399234191</p>	<p>F. Media Relations</p>	<ul style="list-style-type: none"> ➤ Set and coordinate schedules for press conference; ➤ Prepare media advisories, invites and briefers of the activity for the Executive Committee and Stakeholders; ➤ Facilitate the press conference and assist the media;

<p>Eva Tolentino CP # 09213327955</p> <p>Maria Imelda S. Abejo CP# 09079504358</p> <p>Angelo James O Aguinalde CP # 09291383303</p> <p>Ma. Cielo C. Tubale CP # 09291383310</p> <p>Sarah S. Chiong CP # 09215650921</p> <p>Medical Health Personnel</p> <p>Cristina T. Barrameda CP # 09079205172</p> <p>Joyce D. Gianan CP # 09480620946</p> <p>Rona Mel Suaiso CP # 09481330153</p> <p>Jekyll Kerr C. Bonavente CP # 09285741853</p> <p>Dave T. Tantiado CP # 09386525340</p> <p>Chona I. Arcilla CP # 09125738612</p>	<p>G. Logistics and Support</p>	<ul style="list-style-type: none"> ➤ Attend to media requests for data and interviews; and ➤ Coordinate with the partners and stakeholders. ➤ Set up and take charge of the OBE command center of the SDO Lobby; ➤ Maintain cleanliness and orderliness of the OBE command center; ➤ Provide materials and equipment needed for OBE like tarpaulin, etc; ➤ Serves as Officers of the Day during the duration of the Oplan Balik Eskwela (OBE) – Public Assistance Command Center (PACC). <ol style="list-style-type: none"> 1. Finance Handle OBE financial requirements 2. Food Take charge of the food to be served during the two-week conduct of OBE and all OBE activities 3. Physical Arrangements/Set-up Security, Sound System and Transportation Set up the OBE command center Maintain the cleanliness and orderliness of the OBE Command Center Ensure peace and order during the OBE 4. Registration and Attendance Record all guests and participants in OBE, and take daily attendance of committee members 5. Supplies and Equipment Provide the materials and equipment needed for OBE
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