



Republic of the Philippines
Department of Education
Cordillera Administrative Region
Schools Division of Tabuk City



Office of the Schools Division Superintendent

Division Memorandum

No. 232 Series 2021

August 31, 2021

To: CID & SGOD Chiefs
Public Schools District Supervisors/EPS
Elementary and Secondary School Heads
District Information Officers and School ICT coordinators
All others concerned

**COMPOSITION OF THE OPLAN BALIK ESKWELA 2021 PUBLIC ASSISTANCE COMMAND CENTER
(OBE-PACC) TEAM**

1. Pursuant to DepEd memorandum no. 058, s. 2021 Oplan Balik Eskwela with the theme *Bayanihan Para sa Ligtas na Balik Eskwela* The OBE is a DepEd annual initiative to engage agencies, organizations, and other stakeholders in preparation for the opening of SY 2021-2022.
2. The OBE is part of the department's effort to ensure that learners are properly enrolled. It aims to address problems, queries and other concerns commonly encountered by the public at the start of the school year
3. An OBE Public Assistance Command Center (PACC) shall be set up. The OBE-PACC shall serve as an information and routing mechanism.
4. The OBE-PACC is composed of the following:

SCHOOLS DIVISION OFFICE

Chair : **IRENE S. ANGWAY, PhD CESO VI OIC-SDS**
[09052391460/irene.angway@deped.gov.ph](mailto:irene.angway@deped.gov.ph)

Co-chair : **FELICIANO L. AGSAOAY JR. OIC-ASDS**
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Vice Chairs : **DODDIE MARIE L. DUCLAN**
09178056867/doddiemarie.duclan@deped.gov.ph

Members

- **BRENDA TABERDO-Legal Officer**
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- **LORIET L. IYADAN PDO II LRMS**
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Other functions of OBE-PACC

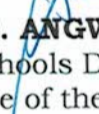
- a. Receive, process and respond to simple queries, information request, and grievance from the general public.
 - b. Assist in the dissemination and clarification of DepEd policies, programs, project, and processes, particularly those relevant to the opening of classes and enrollment issues.
 - c. Monitor, document and submit reports on all issues and concerns received by the OBE-PACC
5. This issuance further directs all public elementary and secondary school heads in the Division to set up a **School-Based OBE-PACC**. Composition of the School based OBE-PACC shall be submitted to the alternate Division Information Officer through email: doddiemarie.duclan@deped.gov.ph on or before September 4, 2021.

Chair : School Head

Vice Chair : School Information Coordinator

Members : School ICT Coordinator, School admin and other staff

6. The **School-Based OBE-PACC** shall oversee implementation of the opening of classes and address local concerns; set-up hotlines to receive calls, text messages, and emails on complaints, requests and suggestions from parents, students and other concerned citizens; set-up help desk to accommodate walk-in concerns.
7. The OBE shall ensure the implementation of necessary health and safety protocols as topmost priority of the Department. These includes the required health standard, social distancing measures and practicing proper hygiene and all relevant protocols.
8. Immediate dissemination and strict compliance with this memorandum is directed.


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Officer-in-Charge, Office of the Schools Division Superintendent

SGOD/SocMob/FDG



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