



Republic of the Philippines  
**Department of Education**  
REGION X – NORTHERN MINDANAO  
**SCHOOLS DIVISION OF EL SALVADOR CITY**

15 Aug 2022

DIVISION MEMORANDUM  
NO. 350, s. 2022

**2022 OPLAN BALIK ESKWELA**

To: **Asst. Schools Division Superintendent**  
**Chief CID, SGOD**  
**PSDS, Education Program Supervisors**  
**All Public Elementary & Secondary School Heads**  
**All Others Concerned**  
This Division

1. In preparation for SY 2022-2023, Oplan Balik Eskwela (OBE) with the theme ***Kapit-Bisig Para sa Mas Ligtas na Balik-Aral*** shall be conducted from August 15 to 26, 2022. This is to ensure that learners from public and private schools are properly enrolled and that problems, queries and other concerns commonly encountered by the public at the start of the SY are addressed. All are invited to attend the Command Conference and National School Opening Day Program (NSODP) on August 15, 2022 and August 22, 2022, respectively.
2. OBE Public Assistance Command Center (PACC) shall be established in the Schools Division Office and schools as information, complaints processing and routing mechanism. Below shall be the composition and functions of OBE-PACC in the Division and school level.

**A. Schools Division Office**

ROLE	POSITION/IN-CHARGE	FUNCTION
Chair	Schools Division Superintendent	Correctly identify and coordinate with the concerned DepEd Offices on Complex concerns that will require the specific offices' appropriate action  Monitor issues and concerns received by the OBE-PACC, including the action taken
Co-Chair	Assistant Schools Division Superintendent	
Vice Chair	Designated Division Public Assistance Coordinator	Document and submit reports (via OBE ticketing system) on all issue and concerns received by the OBE-PACC, including the action taken





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Members	Regional Legal Office Regional Administrative Office	Receive, process and respond to simple queries, information requests, and complaints from the general public, including those forwarded by other DepEd Offices
	Curriculum Implementation Division (CID) School Governance and Operations Division (SGOD)	
	Designated Division Information Officer	Assist in the dissemination and clarification of DepEd policies, programs, projects and processes, particularly those relevant to the opening of classes

B. School level

- Chair : Principal or Assistant Principal or Head Teacher  
Vice Chair : School Information Coordinator/  
Designated School Public Assistance Coordinator  
Members : School Admin and other staff

3. Posting of the hotlines, emails, text messaging service and social media of OBE-PACC during the OBE is also encouraged to ensure accessibility to the public.
4. This Office would like to reiterate that it adheres to the Equal Opportunity Principle (EOP). Hence, all decisions and actions are based solely on guidelines set forth, with no discrimination on the account of age, gender identity, sexual orientation, civil status, disability, religion, ethnicity or political affiliation.
5. This is for your information, guidance and compliance.

  
**OLGA C. ALONSABE, PhD, CESO V**  
Schools Division Superintendent

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

COMMITTEES      PROGRAMS



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