Regional Memorandum

RECONSTITUTION OF OPLAN BALIK ESKWELA – PUBLIC ASSISTANCE COMMAND CENTER OF (OBE-PAAC) TASK FORCE 2022

To Schools Division Superintendents

1. Pursuant to Regional Memorandum No. 506 s. 2022, this Office through the Field Technical Assistance Division in collaboration with the Public Affairs Unit informs the field offices relative to the Reconstitution of Oplan Balik Eskwela – Public Assistance Command Center (OBE-PAAC) 2022 with the theme OBE: 2022: Kapit-Bisig Para sa Mas Ligtas na Balik-Aral as an initiative engagement in preparation for the opening of the School Year 2022-2023.

2. The OBE-PAAC TASK FORCE 2022 aims to address problems, queries, and other concerns commonly encountered by the public at the start of the school year. Its members shall closely coordinate with the SDOs and schools concerning their OBE issues and concerns.

3. The Field Technical Assistance Division and Public Affairs Unit will serve as the secretariat, monitoring, and teleresponder team during the conduct of this activity. The personnel – in charge of each Functional Division, Unit, and Sections of the Regional Office are expected to respond to messages received through emails, text messages, and social media and provide relevant and timely technical assistance.

4. The list of Reconstituted OBE-PAAC Task Force 2022 and the terms of reference are enclosed herewith.

5. For more information or queries, you may contact Mr. Michael Girard R. Alba, Chief Education Supervisor of FTAD at 09178882731, or you may reach our real-time responder through an online platform to immediately address issues and concerns arising during the opening of classes. The zoom meeting link ID is 84350544815 and its passcode is obe22.
6. Immediate dissemination with this Memorandum is highly desired.

ATTY. ALBERTO E. ESCOBARTE, CESO II
Assistant Secretary
Officer-in-Charge
Office of the Regional Director

cc: ftad/adrao
<table>
<thead>
<tr>
<th>Functional Division</th>
<th>Name</th>
<th>Area of Concern / TOR</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Office of the Regional Director</td>
<td>Atty. Alberto E. Escobarte, CESO II</td>
<td>Chairperson</td>
<td><a href="mailto:region4a@deped.gov.ph">region4a@deped.gov.ph</a></td>
</tr>
<tr>
<td>Office of the Assistant Regional Director</td>
<td>ARD Cherrylou D. Repia</td>
<td>Co-chairperson</td>
<td><a href="mailto:ard.calabarzon@deped.gov.ph">ard.calabarzon@deped.gov.ph</a></td>
</tr>
<tr>
<td>Public Affairs Unit</td>
<td>Ariel M. Azuelo</td>
<td>Vice Chairperson</td>
<td><a href="mailto:pau.calabarzon@deped.gov.ph">pau.calabarzon@deped.gov.ph</a></td>
</tr>
<tr>
<td>Members:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Field Technical Assistance Division</td>
<td>Michael Girard R. Alba</td>
<td>OBE Concerns</td>
<td><a href="mailto:fta.calabarzon@deped.gov.ph">fta.calabarzon@deped.gov.ph</a></td>
</tr>
<tr>
<td>Curriculum and Learning Management Division</td>
<td>Elaine T. Balaogan</td>
<td>Curriculum concerns</td>
<td><a href="mailto:elaine.balaogan@deped.gov.ph">elaine.balaogan@deped.gov.ph</a></td>
</tr>
<tr>
<td>Legal Unit</td>
<td>Atty. Jocelyn Buclig</td>
<td>Legal concerns</td>
<td><a href="mailto:jocelyn.buclig@deped.gov.ph">jocelyn.buclig@deped.gov.ph</a></td>
</tr>
<tr>
<td>Administrative Division</td>
<td>Angelina M. Mendiola</td>
<td>AWA and administrative concerns</td>
<td><a href="mailto:angelina.mendiola@deped.gov.ph">angelina.mendiola@deped.gov.ph</a></td>
</tr>
<tr>
<td>Policy, Planning and Research Division</td>
<td>Adrian M. Bullo</td>
<td>LIS / LRN concerns</td>
<td><a href="mailto:adrian.bullo@deped.gov.ph">adrian.bullo@deped.gov.ph</a></td>
</tr>
<tr>
<td>Education Support Service Division</td>
<td>Dra. Pearl Oliveth Intia</td>
<td>Health Protocol IATF</td>
<td><a href="mailto:pearl.intia@deped.gov.ph">pearl.intia@deped.gov.ph</a></td>
</tr>
<tr>
<td></td>
<td>Wilbert Ulpindo</td>
<td>Mental Health/PFA/DRRM</td>
<td><a href="mailto:wilbert.ulpindo001@deped.gov.ph">wilbert.ulpindo001@deped.gov.ph</a></td>
</tr>
<tr>
<td></td>
<td>Neil Evangelista</td>
<td>Youth Formation</td>
<td><a href="mailto:neil.evangelista@deped.gov.ph">neil.evangelista@deped.gov.ph</a></td>
</tr>
<tr>
<td>Quality Assurance Division</td>
<td>Elino Garcia</td>
<td>Private School</td>
<td><a href="mailto:elino.garcia@deped.gov.ph">elino.garcia@deped.gov.ph</a></td>
</tr>
<tr>
<td>Human Resource Development Division</td>
<td>Jisela Ulpina</td>
<td>Teachers’ Training Needs</td>
<td><a href="mailto:jisela.ulpina@deped.gov.ph">jisela.ulpina@deped.gov.ph</a></td>
</tr>
<tr>
<td>ICT</td>
<td>Rey Valenzuela</td>
<td>IEC Materials</td>
<td><a href="mailto:rey.valenzuela@deped.gov.ph">rey.valenzuela@deped.gov.ph</a></td>
</tr>
</tbody>
</table>
Terms of Reference

A. The Teleresponders Team shall

1. Attend the callers’ queries, complaints, problems or requests, concerning school opening and other education matters;
2. Provide immediate appropriate actions solutions for issues/concerns received from callers;
3. Refer complaints/cases that need immediate investigation to the Legal Team, if necessary; and
4. Submit the required daily monitoring and afternoon reports to the Secretariat for consolidation and evaluation.

B. The Personnel in charge of Emails, Text Messaging Service (SMS) and Social Media (Facebook) shall

1. Respond to messages received and print the messages, if necessary;
2. Refer complaints/cases that need immediate investigation to the Legal Team, if necessary; and
3. Submit the required daily monitoring and afternoon reports to the Secretariat for consolidation and evaluation.

C. The Secretariat and Monitoring Team shall

1. Oversee and supervise the daily operations of the activity;
2. Prepare daily reports for the Regional Director’s information based on the submitted teams’ reports;
3. Print and create video documentation;
4. Gather and consolidate data from the different committees and prepare daily reports;
5. Document and finalize the 2021 Oplan Balik Eskwela Terminal Report;
6. Provide the technical needs of the different teams; and
7. Assist all other teams, if necessary.

D. The Media Relations Team shall

1. Set and coordinate schedules for press conferences;
2. Prepare media advisories, invite, and brievers of the activity for the Regional Executive Committee and stakeholders;
3. Facilitate the press conference and assist the media;
4. Attend to media requests for data interviews; and
5. Coordinate with the partners and stakeholders
E. The Logistics and Support Team composed of the following sub-committees shall

1. Handle OBE financial requirements. (Finance Committee)
2. Take charge of the food to be served during the conduct of OBE and all OBE activities. (Food Committee)
3. Set up the OBE Command Center at the Bulwagan ng Karangalan following the floor plan;
4. Maintain the cleanliness and orderliness of the OBE Command Center; and
5. Ensure peace and order during the OBE. (Physical Arrangement / Set-up, Security, Sound System and Transportation);
6. Record all guests and participants in OBE, and take daily attendance of committee members (Registration and Attendance); and
7. Provide the materials and equipment needed for OBE (Supplies and Equipment)