

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



15 August 2022

Regional Memorandum

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


To **Schools Division Superintendents**

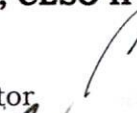
1. Pursuant to Regional Memorandum No. 506 s. 2022, this Office through the Field Technical Assistance Division in collaboration with the Public Affairs Unit informs the field offices relative to the Reconstitution of Oplan Balik Eskwela – Public Assistance Command Center (OBE-PAAC) 2022 with the theme 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.



Address: Gate 2, Karangalan Village, Cainta, Rizal
Telephone Nos.: 02-8682-5773/8684-4914/8647-7487
Email Address: region4a@deped.gov.ph
Website: depedcalabarzon.ph

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

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

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

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 briefers 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)