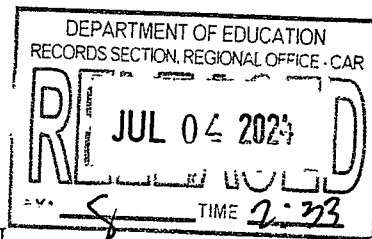




Republic of the Philippines
Department of Education
 CORDILLERA ADMINISTRATIVE REGION



4 July 2024

REGIONAL MEMORANDUM
 No. 436.2024

**ESTABLISHMENT OF THE 2024 SCHOOLS DIVISION OFFICE OPLAN
 BALIK ESKWELA PUBLIC ASSISTANCE COMMAND CENTER**

To: Schools Division Superintendents
 Division Public Assistance Coordinators
 All Others Concerned

1. Relative to the conduct of **Oplan Balik Eskwela (OBE) on July 22 – August 2024**, the Schools Division Offices shall establish their **Division Oplan Balik Eskwela Public Assistance Command Center (OBE PACC)** following below Template:

Name and Designation	Contact Number
Example: Chairperson: SDS Juan Dela Cruz Co-Chairperson: ASDS Felipe Luna	
Members: (Other relevant offices may be included) Juana Luna, Division Public Assistance Coordinator Pilar Reyes, SGOD Chief	

2. The list shall be **submitted to the Office of the Regional Director – Public Affairs Unit (PAU)** through email address **car.pau@deped.gov.ph** on or before **July 9, 2024**, for submission to the Central Office- Public Affairs Service by PAU on July 11, 2024.

3. The Division OBE PACC shall serve as an information and complaints processing and routing mechanism. It shall perform the following functions:

- a. Receive, process, and respond to simple queries, information requests, and complaints from the general public, including those forwarded by other DepEd offices;
- b. Assist in the dissemination and clarification of DepEd policies, programs, projects, and processes, particularly those relevant to the opening of classes;
- c. Correctly identify and coordinate with the concerned DepEd offices on complex concerns that will require the specific offices' appropriate action; and
- d. Monitor, document, and submit reports on all issues and concerns received by the OBE-PACC, including the action/s taken.



Address: DepEd-CAR, Wangal, La Trinidad, Benguet, 2601

Telephone No: (074) 422 – 1318

Email Address: car@deped.gov.ph

DepEd Tayo Cordillera


<https://depedcar.ph>



4. The Division OBE PACC shall ensure that the following are available to the public for the duration of OBE:
- a. Hotlines;
 - b. Emails;
 - c. Text Messaging Service;
 - d. Social Media;
 - e. Letters and Endorsements; and
 - f. Legal Assistance (if applicable).
5. The Schools Division Offices shall likewise facilitate the establishment of OBE Public Assistance Command Center in the schools.
6. For queries, you may contact Ms. Cyrille Gaye B. Miranda at 0961-141-4424 or email her at car.pau@deped.gov.ph.
7. Immediate dissemination of and strict compliance with this Memorandum is desired.

RONALD B. CASTILLO
Director III
Officer-In-Charge
Office of the Regional Director

For the Assistant Regional Director:


MAKSIM A. BOTILAS
Chief Administrative Officer
Officer-In-Charge