



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
SCHOOLS DIVISION OF NEGROS ORIENTAL

**Office of the Schools
Division
Superintendent**

DIVISION MEMORANDUM

No. 611, s. 2021

CREATION OF THE 2021 OPLAN BALIK ESKWELA COMMITTEE

To: Assistant Schools Division Superintendents
Chief, CID and SGOD
Senior Education Program Specialists/ Education Program Specialists II
Public Schools District Supervisors/Districts-In-Charge
Public Elementary and Secondary School Heads
All Others Concerned

1. In compliance to the conduct of the Oplan Balik Eskwela on September 6, 2021 to September 14, 2021 this Office requests all schools to create their 2021 Oplan Balik Eskwela (OBE) Committees.
2. The following is the composition of the OBE Committee:
Chair : Principal or Asst. Principal or Head Teacher
Vice-Chair : School Information Coordinator
Member : School Admin. and other Staff or Teachers

School Heads shall submit to their District Supervisors a copy of the School OBE Committee Directory. District Offices shall submit a compiled copy of all School OBE Committees to the Division Office on or before September 1, 2021.

Format of School OBE Committee Directory shall be as follows:

NAME	POSITION	CONTACT NO.	ACTIVE DEPED EMAIL

3. The OBE is part of the Department's efforts to ensure that learners are properly enrolled and able to attend school on the first day of classes. The OBE aims to address problems, queries and other concerns commonly encountered by the public at the start of the school year.
4. The OBE Committee must assign a Help Desk/Area, Hotline Number and/or FB page which shall receive calls, queries, clarifications, and other concerns.



Address: Kagawasan Avenue, Capitol Area, Daro, Dumaguete City
Telephone Nos.: (035)225-2838 / 225-0667 / 422-7644
Email Address: negros.oriental@deped.gov.ph

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5. Since only 5 (five) to 10 Division OBE Committee Members can access the OBE Ticketing System, details of inquiries, complaints and the like at the school level with the corresponding actions must be submitted by the School OBE Committee Vice-Chairperson to: negros.oriental@deped.gov.ph or to mobile number 0960- 675- 7999 every 4:00 PM. during the entire duration of the Oplan Balik Eskwela.

Data to be submitted must include the following:

Concern: (ex: age requirement; enrollment requirements, etc)

School: (Name of School)

School ID: (6-digit School ID)

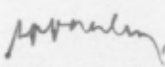
District: (Name of District)

Caller/Complainant: (parent/student/guardian/private partner, etc)

Action Taken: (ex: Focal Person explained the enrollment process/

referred to the district office/ referred to the School Head of concerned school/ given a list of documents to be submitted, etc)

6. Widest dissemination of this Memorandum is desired.


SENEN PRISCILLO P. PAULIN, CESO V
Schools Division Superintendent

8/20/2021





Republic of the Philippines
Department of Education
REGION VII - CENTRAL VISAYAS

Office of the Regional Director

AUG 17 2021

REGIONAL MEMORANDUM
No. **0710** , s. 2021

2021 OPLAN BALIK ESKWELA (OBE) TICKETING SYSTEM

To: Schools Division Superintendents/OICs
All Division Information Officers
All Others Concerned

1. Pursuant to **RM 0694, s. 2021** and the recently conducted meeting and training on the 2021 OBE Ticketing System last August 17, 2021 for DepEd's OPLAN Balik Eskwela on September 6, 2021 until September 14, 2021, this Office thru the Public Affairs Unit, would like to request for **a minimum of 5 and a maximum of 10 representatives per division** who shall be given official accounts and access to the 2021 OBE Ticketing System. These representatives shall monitor, document and report (by encoding in the system) all the received and responded concerns/queries from the general public.

2. The Division OBE Ticketing System Representatives shall ensure the following:
 - a. Accounts for the OBE Ticketing System shall be provided to the 5-10 representatives per division and/or district supervisors (only if, they are members of the Division OBE Committee). Per instructions from the last meeting and for prompt submission of OBE reports from the field, School Information Coordinators (SICs) from each division may be provided with access to the OBE Ticketing System using the allotted 5-10 accounts per division. The Division Information Officer and/or Division Information and Communications Technology Officer shall facilitate/organize the distribution of these accounts to their respective SICs.

 - b. All schools division offices through its Division Information Officers/Division Information and Communications Technology Officers may orient and/or train their School Information Coordinators (SICs) who shall be given access to the OBE ticketing system. All materials and presentations on the OBE Ticketing System shall be emailed to all schools division offices once available.



Address: Doña M. Gaisano St., Sudlon, Lahug, Cebu City
Telephone Nos.: (032) 231-1433; (032) 414-7399
Email Address: region7@deped.gov.ph

- c. The reporting of the received and responded concerns using the ticket system shall only be performed by the OBE Ticketing System representatives and/or those who are officially given access to the system (division personnel and/or SICs) to quality assure the reporting system.
3. Further, the Public Affairs Service (PAS-CO) will also provide a copy of the 2021 OBE Template Form which shall be used to alternatively and manually document the details of every concerns received from and responded by the Division OBE Committee and the schools in the event that the OBE Ticketing System may not be available. However, all schools division offices shall ensure that all generated daily reports from the field must be recorded to the OBE Ticketing System daily from September 6 to September 14, 2021.
4. All schools division offices shall submit the list of their OBE Ticketing System Representatives to ro7.pau@deped.gov.ph **on or before August 23, 2021** for the activation of their OBE Ticketing System Accounts. Kindly follow the template enclosed in this Memorandum and submit it in both PDF and in Word/editable file.
5. Widespread dissemination of this Memorandum is enjoined.



SALUSTIANO T. JIMENEZ JD, EdD, CESO V
Director IV
Office of the Regional Director

Enclosure

OBE TICKETING SYSTEM REPRESENTATIVES

NAME	POSITION/OFFICE	CONTACT NUMBER/S	ACTIVE DEPED EMAIL
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

APPROVED BY:

Schools Division Superintendent