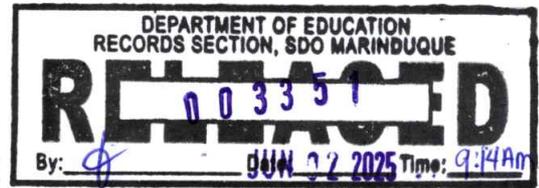




Republic of the Philippines
Department of Education
SCHOOLS DIVISION OF MARINDUQUE



Office of the Schools Division Superintendent

MEMORANDUM

SGOD-2025-060

TO : Asst. Schools Division Superintendent
Chief Education Supervisors
SDO Unit and Section Heads
Heads of all Public Elementary and Secondary Schools
All Others Concerned

FROM :  **LYNN G. MENDOZA EdD**
OIC, Schools Division Superintendent

SUBJECT : **OPLAN BALIK ESKWELA 2025**

DATE : May 29, 2025

1. Consistent with DepEd Memorandum No. 45, s. 2025 titled 2025 National Oplan Balik Eskwela, this Office shall conduct related activities that aim to ensure smooth opening of classes. The OBE shall run from June 9 to 20, 2025.

2. The Schools Division shall establish an OBE Public Assistance Command Center (OBE-PACC) which shall serve as a mechanism in processing and answering queries, concerns and complaints. The OBE-PACC shall put up a help desk to entertain walk-in inquiries and shall also entertain phone-in concerns through the following:

Facebook page : DepEd Marinduque
Email : marinduque@deped.gov.ph
Globe : 09158001482
Smart : 09993987131
PLDT : (042) 754-0247 local 122

3. The schools shall likewise put a School OBE-PACC following the SDO design. They shall ensure that the command center is always manned and are ready to answer queries, subject to compliance with DepEd Order No. 002, s. 2024 titled Immediate Removal of Administrative Tasks of Public School Teachers

4. The OBE PACC shall be composed of the following:

a. Schools Division Office

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Address: T. Roque St., Malusak, Boac, Marinduque
Tel. No.: (042) 754-0247 • Fax No.: (042) 332-1611
Email: marinduque@deped.gov.ph
Website: <https://depedmarinduque.com>

Chair : Dr. Lynn G. Mendoza
Co-Chair : Dr. Mabel F. Musa
Vice-Chair : Melanie M. Mendoza
Members : Atty. Ayzel Lea R. Palmero
Dr. Jennifer E. Monte
May Bernadeth O dela Rosa

b. School Level

Chair : School Head or Assistant
Principal
Co-Chair : School non-teaching personnel

5. The SDO and School Level OBE PACC are enjoined to adhere to the Terms of Reference stipulated in the Enclosure of the DepED issuance herein being referenced from. They shall accept and act on the queries based on the scheme illustrated in Enclosure 1.

6. The School OBE PACC shall submit a daily report at 2:00 o'clock in the afternoon FROM June 9 to 20, 2025 the issues, concerns, and queries they receive. Such a report shall be directly encoded in their respective school form found through the link <https://tinyurl.com/SOBEPACCReport> for consolidation and reporting by the Division Public Assistance Coordinator. All issues received after the reporting time shall be included in the report for the following day.

7. All OBE collaterals can be accessed through the link <https://tinyurl.com/OBE25Collaterals>.

8. Wide and immediate dissemination of the contents of this Memorandum is desired.

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**OPLAN BALIK ESKWELA PUBLIC ASSISTANCE AND COMMAND CENTER
QUERY ADDRESS MECHANISM**

