



Republic of the Philippines
Department of Education
Schools Division of Benguet

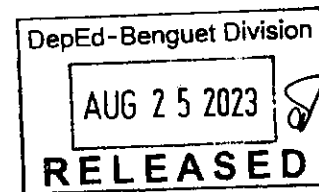
August 24, 2023

DIVISION MEMORANDUM

No: 301 s. 2023

CONDUCT OF SY 2023 - 2024 DIVISION OPLAN BALIK ESKWELA MONITORING

**TO: Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Public Schools District In-charge
Section/Unit Heads
School Heads
Others Concerned**



1. Pursuant to Department of Education Memorandum 048, s. 2023, the Schools Division of Benguet issues this Memorandum for the information and guidance of all concerned on the conduct of Oplan Balik Eskwela (OBE) monitoring for School Year 2023-2024. The Schedule of this activity will run from August 29-September 1, 2023.
2. This activity aims to monitor the start of the School Year to ensure that all learners are properly enrolled; are able to attend school by the start of the first day of classes; and immediately address the concerns and issues that will be encountered at the start of the school year.
3. The Division Office Oplan Balik Eskwela Information and Action Center (DOOBEIAC) will oversee the implementation of the projects and address local concerns. It shall set up an information and action center with hotlines to receive calls, text messages, and emails on complaints, requests, and suggestions from stakeholders; and set up a help desk to accommodate walk-in concerns and updates. (Please refer to attachment 1 on the composition of the DOOBEIAC).
4. Schools are instructed to activate and mobilize their respective Public Assistance Command Center (PACC) prior to and during the opening of classes to address concerns and issues from the parents, learners, and other stakeholders.



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5. Teams from the SDO shall be assigned to monitor the implementation of OBE in schools using the attached monitoring tools. Likewise, PSDSs and PSDIs shall identify and mobilize the non-teaching personnel in their respective districts to assist the division monitoring team. Accomplished monitoring tools shall be submitted to their District for consolidation and the District consolidated report shall be submitted to the School Management Monitoring and Evaluation for consolidation immediately after the conduct of OBE monitoring.
6. A short orientation will be held on Tuesday August 29, 2023 just after the Flag Raising Ceremony to clarify the tools, finalize the teams, and finalize schedules per team.
7. Immediate dissemination of and strict compliance with this Memorandum is directed.


SALLY L. BANAKEN-ULLALIM CESO V
Schools Division Superintendent

/smme/2023

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Enclosure 1

**2023 Division Office Oplan Balik Eskwela Public Assistance Command Center
(DOOBEPACC) Committee**

Name	Designation	Office Hotline	Terms of Reference
SALLY L. BANAKEN-ULLALIM	Chair/Schools Division Superintendent	074 422 6570	Oversee the overall conduct of the Oplan Balik Eskwela activities
CARMEL F. MERIS	Co-Chair/ Assistant Schools Division Superintendent	074 422 2001	
NOVER B. SINGGANGAN	Member/ Atty III		a. Provides immediate resolution to complaints that are classified as urgent. b. conducts on-the-spot investigation if needed. c. submits daily reports to the secretariat for consolidation and evaluation
RIZALYN A. GUZNIAN	Member/ CES CID		a. attends to callers with queries, complaints, problems, and requests concerning curriculum.
LUCIO B. ALAWAS	Member/ CES SGOD		a. attends to callers with queries, complaints, problems, and requests concerning governance.
ERIC S. WANSON	Member/ ITO		a. Replies/responds to messages received and prints the messages if necessary. b. refers complaints/ cases that need immediate investigation to the legal officer, and c. submits the daily reports to the secretariat for consolidation
MARICEL CODIMDIM	Member/ AO IV Personnel		a. attends to issues/ concerns/ complaints of walk-in clients b. prepares endorsement letters/ communications to the school concerned.

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			<p>c. provides information needed by the clients and</p> <p>d. Submits the daily reports to the secretariat for consolidation</p>
LORNA M. YACO	Member/ EPSp II SMN		<p>a. Sets and coordinates schedules for press conferences.</p> <p>b. Prepare media advisories and briefers for the activity of the committee and stakeholders.</p> <p>c. facilitates press conference and assist media.</p> <p>d. attend to media requests for data and interviews, and</p> <p>e. coordinate with partners and stakeholder</p>
CORAZON C. QUIPOT	Member/ SEPS SMME		<p>a. facilitates the conduct of OBE in districts and schools.</p> <p>b. Coordinate with the PSDSs/PSDCs on the conduct of OBE</p>
JOVEN B. AGTANI	Member/ EPSpII SMME		
ROSE ANN B. BELIANO OLIVER LAURIAN JR	Secretariat		<p>Consolidates the daily reports that will be submitted.</p> <p>Reports the consolidated report to the Chair and Co-Chairperson</p> <p>Assists teams if necessary</p>



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Enclosure 2

OBE MONITORING TEAM

DISTRICT	SDO MONITORING TEAM	DISTRICT MONITORING TEAM
Atok	R.O Personnel Florabel Balanon (OSDS) Sonia D. Dupagan (CID) Jeanette I. Kiong (SGOD)	PSDS Simon Backian AOs Field Nurses
Bakun	R.O Personnel (OSDS) Francis F. Peckley (CID) Stephen P. Bulalin (SGOD)	PSDS Virginia B. Salioan AOs Field Nurses
Bokod	R.O Personnel (OSDS) Samuel S. Ayangdan (CID) Murphy Liswid (SGOD)	PSDI Emelyn Medina AOs Field Nurses
Buguias	R.O Personnel (OSDS) Macarthy Malanes (CID) Cliftone Bangse-il (SGOD)	PSDS Ludinia Sanoan AOs Field Nurses
Itoyon I	R.O Personnel (OSDS) Merlyn Conchita O. de Guzman (CID) Joven B. Agtani (SGOD)	PSDS Jonathan Sadey AOs Field Nurses
Itoyon II	R.O Personnel (OSDS) Remy N. Dum-ao (CID) Shodee Bolayo (SGOD)	PSDI Juliet Baldo AOs Field Nurses
Kabayan	R.O Personnel (OSDS) Erlinda C. Quinuan (CID) Rollen Guibac (SGOD)	PSDS Marilyn Tolbe AOs Field Nurses
Kapangan	R.O Personnel (OSDS) Antionette Sacyang (CID) Nerissa I. Barbosa (SGOD)	PSDS Robert Pablo Jr. AOs Field Nurses
Kibungan	R.O Personnel (OSDS) Rodriguez Belino (CID) Arvin Doman (SGOD)	PSDI Daniel Pascaden AOs Field Nurses
La Trinidad	R.O Personnel Kimberly Parian Clyde Laking (OSDS) Warden A. Baltazar (CID)	PSDS Delarosa V. Delmas AOs Field Nurses

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	Abe Ulep (SGOD)	
Mankayan	R.O Personnel (OSDS) (CID) Melba Himmoldang (SGOD)	PSDS Marcelino S. Baldo AOs Field Nurses
Sablan	R.O Personnel Kimberly Parian Clyde Laking (OSDS) (CID) Kirsty Depnag (SGOD)	PSCP Lilian Ulep AOs Field Nurses
Tuba	R.O Personnel Jayson Battateng Beverly Marzo (OSDS) (CID) Marcelino Samonte (SGOD)	PSDS Melchor C. Tican AOs Field Nurses
Tublay	R.O Personnel Jayson Battateng Beverly Marzo (OSDS) (CID) Corazon C. Quipot (SGOD)	PSDS Aladin Dobinto AOs Field Nurses

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Enclosure 3 – Monitoring Tool

Name of School:		Name of School Head:		
District		Date of Monitoring:		
				<i>Rating (5- Outstanding; 4- Very Satisfactory; 3 – Satisfactory; 2 – Unsatisfactory; 1- Poor)</i>
Part I	Status of OBE	Yes	No	
1	Does the school have the Oplan Balik Eskwela Public Assistance Command Center?			
2	Is the school ready in terms of the following?			
	2a Instructional Rooms			
	2b Learning Materials (books)			
	2c Handwashing Facilities			
	2d Comfort Rooms/Urinals			
	2e Perimeter Fence			
	2f School Clinics			
	2g Clinic			
	2h Canteen			
	2i Compliance with health protocols			
3	Is the school done in the distribution of the teacher's load?			
4	Does the school have new/calibrated class shifting? (Class shift to be implemented)			
5	Does the school have an increase in the number of enrolments?			
6	Does the school have 1: 45 ratio?			
7	What Modality will be implemented?			
	7a Blended Learning (3 days in person and 2 days virtual)			
	7b 5 days in person			
8	What ongoing program/s does the school implement during the onsite monitoring of OBE?			
9	Who are the school employees present during the monitoring?			
10	Is the school done with parent orientation?			
11	Does the school have an updated transparency board?			
PART II	PRIORITIZATION			

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Ranking	Issues and Concerns	For Others (Please specify)
	<i>Number of Teachers</i>	
	<i>Class Schedule/ Program</i>	
	<i>Procurement Process</i>	
	<i>Number of Instructional Rooms</i>	
	<i>Partnership and Linkages</i>	
	<i>Enrolment Process</i>	
	<i>Wash in Schools Programs</i>	
	<i>Instructional Materials of Learners</i>	
Monitored by:		
Conformed by:		
OIC/TIC		School Head/

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Remarks (OBSERVATION NOTES) To be accomplished by the Monitoring Team	
Part I	Status of OBE
1	
2	
2a	
2b	
2c	
2d	
2e	
2f	
2g	
2h	
2i	
3	
4	
5	
6	
7	
7a	
7b	
8	
9	
10	
11	



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OVERALL
REMARKS

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nothing follows



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