



Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
Schools Division of Tabuk City



Office of the Schools Division Superintendent

22 August 2023

DIVISION MEMORANDUM

No. 315, s.2023

OPLAN BALIK ESKWELA (OBE) 2023)

**To: Assistant Schools Division Superintendent
CID, SGOD, & OSDS
Public School District Supervisors
All Public & Private Elementary & Secondary Schools
All Others Concerned**

1. As per DepEd Memorandum No. 48, s. 2023, the OBE shall be conducted from August 14 to 26, 2023. The purpose of the OBE is to ensure that learners are properly enrolled by addressing the problems, queries, and other concerns commonly encountered by the public at the start of the school year.
2. In this connection, the Division Office and all public schools are enjoined to adhere to the provisions of the above-stated memorandum by setting up their respective Hotlines and OBE Public Assistance Command Center (OBE PACC). Hotlines must be visible to the public. Other applicable provisions and terms of reference contained in the said memorandum shall be performed by the OBE PACC.
3. Also, all concerned schools shall submit online the daily documented issues using this link: <https://bit.ly/OBE23ISSUE>. The deadline for submission is 2:00 P.M. daily; issues after the deadline shall be reported the following day.
4. Private schools may adopt the guidelines of OBE 2023.
5. Attached is the composition of OBE PACC of the Division Office.
6. For the information and compliance of all concerned.

BENEDICTA B. GAMATERO Phd, CESO V
Schools Division Superintendent

For the Authority of the Division Superintendent:


RAMONCHITO A. SORIANO
Chief Education Supervisor

Encls: As stated

References: DepEd Memorandum 48, s. 2023

sgod/smme/aka/OBE 2023.docx

August 22, 2023



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SCHOOLS DIVISION OF TABUK CITY
DIVISION PUBLIC ASSISTANCE COORDINATORS

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Approved: 

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BENEDICTA B. GAMATERO, PhD., CESO V
Schools Division Superintendent

ENROLLMENT CONCERNS	SCHOOL POLICIES AND OPERATIONS	SCHOOL RECORDS	EXAMINATIONS	LEGAL ISSUES	PROGRAMS AND PROJECTS	PHYSICAL FACILITIES AND RESOURCES	FINANCE	PERSONNEL	OTHER
Age requirement	Assignment / homework	ALS diploma	ALS Accreditation and Equivalency (A&E) Test	Bullying	Alternative Learning System (ALS) Program	Chairs, Tables, and Boards	Bidding process	Alternative work arrangement	Academic ead
Early registration	Awards and recognition	Electronic Class Records	Basic Education Exit Assessment (BEEA)	Change of details in school records / correction of names	Brigada Eskwela	Classroom and school buildings	Billing concerns on Government Assistance and Subsidies (GAS) - Education Service Contracting (ESC)	Attendance	Academic fe
Enrollment process and requirements	Boy Scouts of the Philippines (BSP) / Girl Scouts of the Philippines (GSP)	Form-137	Educational Management Test (EMT)	Child protection concerns (e.g. bullying, sexual/physical/verbal abuse)	DepEd Connectivity Load	Computers / laptops	Billing concerns on Government Assistance and Subsidies (GAS) - Joint Delivery Voucher Program (JDVP) for Senior High School Technical-Vocational-Livelihood (SHS-TVL)	Contract renewal	Alternative Modes (AD
Learner Enrollment and Survey Form (LESF)	Class size	Form-138 / Report card	English Proficiency Test (EPT)	Child Protection Policy	Drug education	Electricity and water supply	Billing concerns on Government Assistance and Subsidies (GAS) - SHS Voucher Program	Electoneering and Conducting of Partisan Political Activity	Communit
Learner Information System (LIS) / Learner Reference Number (LRN)	Class suspension	High school diploma	National Achievement Test (NAT)	Corruption	Government Assistance and Subsidies (GAS) - Education Service Contracting (ESC)	Internet connectivity	Billing concerns on Government Assistance and Subsidies (GAS) - Teachers' Salary Subsidy (TSS)	Electronic Remittance File (ERF)	Contact d
Transfer of learner	Collection of fees (voluntary, compulsory, or authorized)	Transcript of records	National Career Assessment Examination (NCAE)	Data Privacy Act	Government Assistance and Subsidies (GAS) - Joint Delivery Voucher Program (JDVP) for Senior High School Technical-Vocational-Livelihood (SHSTVL)	School facilities / supplies	Loan / insurance (private and government)	IPCRF	COVID-learn and n person
	Curriculum	Transfer of records	National Qualifying Examination for School Heads (NQESH) / Principals' Test	Death threats	Government Assistance and Subsidies (GAS) - SHS Voucher Program (e.g. applications, appeals, etc)	Self-Learning Materials (SLMs)	Maintenance and Other Operating Expenses (MOOE)	Leave application	COVID-
	End-of-school-year (EOSY) rites	Certification,	Philippine Educational Placement Test (PEPT)	Deed of donation	Government Assistance and Subsidies (GAS) -	Textbooks, modules, and other	Personnel's benefits	Personnel complaint	COVID-concern

/ graduation	Authentication, AND Verification (CAV)	Ph Res
Entrance examination	Good Moral	
Face-to-face classes	Certification	
Field trip		
Foreign school concerns		
Grading system		
Homeroom guidance		
Miscellaneous fee		
Mother Tongue-Based Multilingual Education (MTBMLE)		
Parents-Teachers Association (PTA)		
Permit to operate / accreditation		
Philippine Schools Overseas		
Private school policies		
Remedial concerns / Make-up classes		
School activities / projects		
School area / vicinity		
School break / recess		
School calendar		
School closure		
School forms (e.g. clearance)		

	School policies (e.g. ID, uniform, haircut, etc.)	List of schools
	School ID, uniform, haircut, etc.)	Microsoft (MS) Office 365 Account
	School test/examination	NEAP sim card
	Selling of junkfoods/softdrinks	Old curriculum graduate
	Subject load	Other agencies (e.g. BARMM, CHED, LGU, DOST)
	Tuition fee	Quarantine or isolation areas
	Work immersion	ROTC / CAT
		Tutorial