



Republic of the Philippines
Department of Education

REGION IV-A

SCHOOLS DIVISION OFFICE OF CAVITE PROVINCE

May 19, 2020

DIVISION MEMORANDUM

NO. **46** s. 2020

To: Assistant Schools Division Superintendent
 OIC, Office of the Assistant Schools Division Superintendent
 Chief, School Governance and Operations Division
 Chief, Curriculum and Implementation Division
 All Education Program Supervisors
 All Public Schools District Supervisors
 All Elementary and Secondary School Heads
 All Concerned

**DEPED CAVITE PROVINCE OPLAN BALIK ESKWELA INFORMATION
 AND ACTION CENTER SY 2020-2021**

1. Pursuant to DepEd Memorandum No. 014 s. 2020 titled 2020 Oplan Balik Eskwela and Regional Memorandum No. 275 s. 2020 titled DepEd RO IV-A Oplan Balik Eskwela Information and Action Center SY 2020-2021, this Office hereby creates OBE Information and Action Center to assist in matters connected to Oplan Balik Eskwela.

2. The DepEd Cavite Province Oplan Balik Eskwela Information and Action Center (OBEIAC) SY 2020-2021 shall be composed of the following personnel:

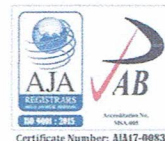
Chairmain	Elias A. Alicaya Jr.	Assistant Schools Division Superintendent
Vice-Chairman	Ivan Brian L. Inductivo	OIC, Office of the Assistant Schools Division Superintendent
Member	Elpidia B. Bergado	CID Chief
	Diana P. Topacio	SGOD Chief
	Verna C. Cabaya	Administrative Officer V
	Daniel V. Carpina	Attorney III
	Edward Joevan R. Romen	Administrative Officer IV (Supply)
	Mignon Cecille M. Mangoba	ITO
	Margie Lyn P. Antazo	Administrative Assistant II
Ermelinda Pegenia	Administrative Assistant II	

3. The SDO OBEIAC shall perform for the following functions:

- Receive, process and respond to queries, information request, and complaints;
- Assist in the dissemination and clarification of DepEd policies, programs, projects, and processes, particularly those relevant to the opening of classes.



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 (046) 419-0014, 419-1286, 412-0349, 419-1739, 412-0849
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- c. Correctly identify and coordinate with the concerned offices on complex concerns that will inquire the specific office's appropriate action; and
 - d. Monitor, document and submit reports on all issues and concerns received, including the action taken.
4. The SDO OBEIAC shall ensure that clarifications, queries, information request, and complaints can be reached to them through the following:
- a. Hotlines/ Telephone numbers:
(046) 419-1286
(046) 419-1739
(046) 419-0014
(046) 412-0349
 - b. Email Addresses:
deped.cavite@deped.gov.ph
depedcavite.asds@deped.gov.ph
depedcavite.cid@deped.gov.ph
depedcavite.sgod@deped.gov.ph
depedcavite.administrative@deped.gov.ph
depedcavite.legal@deped.gov.ph
depedcavite.supply@deped.gov.ph
depedcavite.ict@deped.gov.ph
 - c. Social Media
Facebook Page: DepEd Tayo Cavite Province
 - d. Walk-in Assistance; and
 - e. Legal Assistant (if applicable).
5. Expenses of SDO OBEIAC incurred during the conduct of OBE activities shall be charged to local funds.
6. Information, guidance and immediate dissemination of this Memorandum is highly desired.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

MLA/DM No. ____, s.2020
051920-012/ 19/05/2020



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