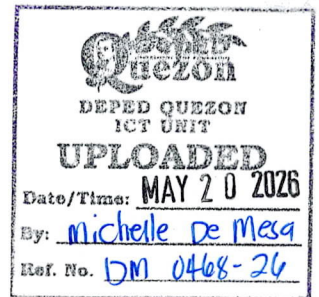




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



20 May 2026

DIVISION MEMORANDUM

No. 0408, s. 2026

2026 DIVISION OPLAN BALIK ESKWELA (OBE)

To: Assistant Schools Division Superintendents
Division Chiefs
Section/Unit Heads
Education Program Supervisors
Public Schools District Supervisors
Private and Public Elementary and Secondary School Heads
All Others Concerned

1. In reference to **DepEd Memorandum No. 30, s. 2026, titled 2026 National Oplan Balik Eskwela** and in preparation for the opening of classes, this Office announces the conduct of **2026 National Oplan Balik Eskwela (OBE)** from **June 1 to 11, 2026**.
2. The OBE is part of the Department's continuing efforts to support learners and stakeholders during the opening of the school year by providing timely information and addressing concerns related to enrollment and school operations. It also aims to ensure a smooth and orderly opening of classes and facilitate the proper enrollment of learners in both public and private schools.
3. In line with this, the Division OBE Public Assistance Command Center (OBE-PACC) shall be composed of the following personnel in the Division;



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon

Contact No.s: (042) 784-0366 | (042) 784-0164 |

(042) 784-0391 | (042) 784-0321

E-mail Address: quezon@deped.gov.ph

Website: <https://quezon.deped.gov.ph>



Republic of the Philippines
Department of Education
 Region IV-A
 SCHOOLS DIVISION OF QUEZON PROVINCE

| | NAME | POSITION | DEPED EMAIL | CONTACT NUMBER |
|------------------------|------------------------------|--|-----------------------------------|--------------------------|
| CHAIR | Rommel C. Bautista, CESO V | SDS | sdo.quezon.sds@deped.gov.ph | (042) 784-0366, loc. 101 |
| CO-CHAIR | Roselyn Q. Golfo | ASDS | roselyn.golfo@deped.gov.ph | (042)784-0366, loc 108 |
| | Aris S. Barrago | OIC-ASDS | aris.barrago@deped.gov.ph | (042)784-0366, loc 107 |
| | Lorena S. Walangsumbat | OIC-ASDS | lorena.walangsumbat@deped.gov.ph | (042)784-0366, loc 106 |
| VICE CHAIR | Florice R. Lagos | Designated Division Public Assistance Coordinator/ PDO I | florice.lagos@deped.gov.ph | 09774883881 |
| MEMBERS | Walter F. Galarosa | OIC-CID Chief | walter.galarosa@deped.gov.ph | (042)784-0366, loc 111 |
| | Juanito A. Merle | SGOD-Chief | juanito.merle@deped.gov.ph | 09171740516 |
| | Atty. Rexcia Maria B. Baldeo | Attorney III | rexcia.baldeo@deped.gov.ph | (042)784-0366, loc. 141 |
| | Maria Dolores D. Atienza | AOV | sdo.quezon.adm@deped.gov.ph | (042)784-0366, loc. 145 |
| | Raul R. Agaran | EPS | raul.agaran@deped.gov.ph | 09193842956 |
| | Michelle G. Duma | SEPS | sdo.quezon.smme@deped.gov.ph | (042)784-0366, loc. 115 |
| | Paul Clifford N. Marquez | SEPS | paulclifford.marquez@deped.gov.ph | 09567597388 |
| | Carla Jobelle J. Culajara | EPS II | sdo.quezon.smn@deped.gov.ph | 09060913602 |
| | Asuncion C. Ilao | EPS | asuncion.ilao@deped.gov.ph | 09512166584 |
| | Jaime F. Zara Jr. | EPS | jaime.zarajr@deped.gov.ph | 09765522193 |
| | Joan Alejaida R. Mauhay | EPS | joanalejaida.mauhay@deped.gov.ph | 09911652915 |
| | Abner L. Pureza | EPS | abner.pureza001@deped.gov.ph | 09217605792 |
| | Jay S. Alfaro | EPS | jay.alfaro001@deped.gov.ph | 09303269793 |
| | Rebie A. Marciano | PSDS | rebie.marciano001@deped.gov.ph | 09613679320 |
| | Melanie Bonquin | PSDS | melanie.bonquin@deped.gov.ph | 09316486370 |
| | Wilbert B. Porteza | Information Technology Officer I | wilbert.porteza@deped.gov.ph | (042)784-0321, loc. 100 |
| Akimi Therese M. Asano | OIC-Planning Officer | sdo.quezon.planning@deped.gov.ph | (042)784-0366, loc. 165 | |



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon

Contact No.s: (042) 784-0366 | (042) 784-0164 | (042) 784-0391 | (042) 784-0321

E-mail Address: quezon@deped.gov.ph

Website: <https://quezon.deped.gov.ph>



Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE

4. To ensure the effective implementation and smooth conduct of the Oplan Balik Eskwela (OBE), the following duties and responsibilities shall be performed by the designated personnel:

a. Teleresponders

- i. Attend to callers with queries, complaints, problems, or requests concerning school opening and other education matters;
- ii. Provide immediate, appropriate actions/solutions for issues/concerns received from callers;
- iii. Refer complaints/cases that need immediate investigation to the Legal Team if necessary; and
- iv. Submit the required daily monitoring and afternoon reports to the Secretariat for consolidation and evaluation.

b. Email, Short Messaging Service (SMS), and Social Media Team

- i. Respond promptly to messages received through email, SMS, and social media platforms, and print copies when necessary;
- ii. Refer complaints or cases requiring immediate investigation to the Legal Team, when necessary; and
- iii. Submit the required daily monitoring and afternoon reports to the Secretariat for consolidation and evaluation.

c. Secretariat and Monitoring Team

- i. Oversee and supervise the daily operations of the activity;
- ii. Prepare daily reports for the information of the Executive Committee based on submitted team reports;
- iii. Prepare photo and video documentation of the activity;
- iv. Gather and consolidate data from the different committees and generate daily reports;
- v. Document and finalize the 2026 Oplan Balik Eskwela Terminal Report;
- vi. Provide the technical requirements of the team; and
- vii. Assist all teams, when necessary.



Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE

d. Media Relations Team

- i. Set and coordinate schedules for press conferences;
- ii. Prepare media advisories, invitations, and briefing materials for the Executive Committee and stakeholders;
- iii. Facilitate press conferences and assist media partners;
- iv. Attend to media requests for data and interviews; and
- v. Coordinate with partners and stakeholders.

e. Registration and Attendance

- i. Record all guests and participants in the OBE; and
- ii. Take daily attendance of committee members

5. The schedule of committee members for the OBE-PACC is attached to this Memorandum. The following personnel shall render duty on their assigned schedules at the **SDO Quezon Library Hub from 8:00 AM to 5:00 PM**. However, even if they are not scheduled for onsite duty at the SDO Quezon Library Hub, all OBE-PACC committee members are still expected to accommodate and respond to queries, concerns, and other related assistance from stakeholders, as necessary.

6. Problems, queries and other concerns may also be communicated with the following hotlines;

| OBE-PACC HOTLINES | |
|-----------------------------|--|
| Official Facebook Page | www.facebook.com/DepEdTayoQuezon |
| Official email address | sdo.quezon.obe@deped.gov.ph |
| Oplan Balik Eskwela | (042)784-0391/(042)784-0164 loc 175 / 09687538358 |
| For LIS Concerns | (042)784-0366, loc. 165 |
| For ALS Concerns | 09512166584 |
| For Private School Concerns | 09173217655 |



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon

Contact No.s: (042) 784-0366 | (042) 784-0164 |
(042) 784-0391 | (042) 784-0321

E-mail Address: quezon@deped.gov.ph

Website: <https://quezon.deped.gov.ph>



Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE

7. Furthermore, the School-Level Oplan Balik Eskwela (OBE) Team shall be composed of the **School Head or Assistant Principal as Chair, with school non-teaching personnel serving as members.** Each school shall designate a minimum of three (3) and a maximum of five (5) OBE members, depending on the school population. Designated OBE members must be knowledgeable on the proper enrollment process and other relevant school information.
8. The conduct of the OBE, including the activities undertaken within school premises, shall strictly adhere to the relevant laws, rules and regulations being implemented by DepEd.
9. Moreover, teachers participating in the conduct of OBE, shall not be assigned administrative tasks in accordance with DO 002, s. 2024 titled Immediate Removal of Administrative Tasks of Public School Teachers.
10. In addition, non-teaching personnel shall be granted Compensatory Time-Off (CTO) for services rendered during weekends as members of the OBE working committees and/or for voluntary services rendered in OBE activities. Eight (8) hours of accumulated service shall be equivalent to one (1) day CTO.
11. All expenses incurred during the conduct of the OBE shall be charged to the usual accounting and auditing rules and regulations.
12. Immediate dissemination of and strict compliance with this Memorandum is desired.

For: **ROMMEL C. BAUTISTA, CESO V**
Schools Division Superintendent 

sgodatma05/20/2026

By: 
ROSELYN Q. DOLFO
-Assistant Schools Division
Superintendent



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon

Contact No.s: (042) 784-0366 | (042) 784-0164 |
(042) 784-0391 | (042) 784-0321

E-mail Address: quezon@deped.gov.ph

Website: <https://quezon.deped.gov.ph>



Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE

SCHEDULE OF COMMITTEE MEMBERS FOR THE OPLAN BALIK ESKWELA-PUBLIC ASSISTANCE CENTER (OBE-PACC)

| DUTY SCHEDULE | NAME | POSITION/DESIGNATION | ASSIGNED TASK |
|----------------------|------------------------------|--|---|
| June 1, 2026 | Rommel C. Bautista, CESO V | Schools Division Superintendent | Telereponders/ Emails, SMS and Social Media |
| | Florice R. Lagos | Designated Division Public Assistance Coordinator/ PDO I | Secretariat and Monitoring/ Registration and Attendance |
| | Roselyn Q. Golfo | Assistant Schools Division Superintendent | Telereponders/ Emails, SMS and Social Media |
| | Walter F. Galarosa | OIC-CID Chief | Telereponders/ Emails, SMS and Social Media |
| | Atty. Rexcia Maria B. Baldeo | Attorney III | Telereponders/ Emails, SMS and Social Media |
| | Michelle G. Duma | Senior Education Program Specialist | Media Relations |
| | Asuncion C. Ila | Education Program Supervisor | Telereponders/ Emails, SMS and Social Media |
| June 2, 2026 | Rommel C. Bautista, CESO V | Schools Division Superintendent | Telereponders/ Emails, SMS and Social Media |
| | Florice R. Lagos | Designated Division Public Assistance Coordinator/ PDO I | Secretariat and Monitoring/ Registration and Attendance |
| | Roselyn Q. Golfo | Assistant Schools Division Superintendent | Telereponders/ Emails, SMS and Social Media |
| | Juanito A. Merle | SGOD-Chief | Telereponders/ Emails, SMS and Social Media |
| | Maria Dolores D. Atienza | Administrative Officer V | Telereponders/ Emails, SMS and Social Media |
| | Paul Clifford N. Marquez | Senior Education Program Specialist | Telereponders/ Emails, SMS and Social Media |
| | Joan Alejaida R. Mauhay | Education Program Supervisor | Telereponders/ Emails, SMS and Social Media |
| | Abner L. Pureza | Education Program Supervisor | Media Relations |



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon

Contact No.s: (042) 784-0366 | (042) 784-0164 |

(042) 784-0391 | (042) 784-0321

E-mail Address: quezon@deped.gov.ph

Website: <https://quezon.deped.gov.ph>



Republic of the Philippines
Department of Education
 Region IV-A
 SCHOOLS DIVISION OF QUEZON PROVINCE

| | | | |
|---------------------|-------------------------------------|--|---|
| June 3, 2026 | Rommel C. Bautista, CESO V | Schools Division Superintendent | Telereponders/ Emails, SMS and Social Media |
| | Florichel R. Lagos | Designated Division Public Assistance Coordinator/ PDO I | Secretariat and Monitoring/ Registration and Attendance |
| | Aris S. Barrago | OIC-Assistant Schools Division Superintendent | Telereponders/ Emails, SMS and Social Media |
| | Raul R. Agaran | Education Program Supervisor | Telereponders/ Emails, SMS and Social Media |
| | Carla Jobelle J. Culajara | Education Program Specialist II | Media Relations |
| | Wilbert B. Porteza | Information Technology Officer I | Telereponders/ Emails, SMS and Social Media |
| | Jay S. Alfaro | Education Program Supervisor | Telereponders/ Emails, SMS and Social Media |
| | Rebie A. Marciano | PSDS | Telereponders/ Emails, SMS and Social Media |
| June 4, 2026 | Rommel C. Bautista, CESO V | Schools Division Superintendent | Telereponders/ Emails, SMS and Social Media |
| | Florichel R. Lagos | Designated Division Public Assistance Coordinator/ PDO I | Secretariat and Monitoring/ Registration and Attendance |
| | Lorena S. Walangsumbat | OIC-Assistant Schools Division Superintendent | Telereponders/ Emails, SMS and Social Media |
| | Juanito A. Merle | SGOD-Chief | Telereponders/ Emails, SMS and Social Media |
| | Melanie D. Bonquin | Public Schools District Supervisor | Telereponders/ Emails, SMS and Social Media |
| | Maria Dolores D. Atienza | Administrative Officer V | Telereponders/ Emails, SMS and Social Media |
| | Akimi Therese M. Asano | OIC-Planning Officer | Telereponders/ Emails, SMS and Social Media |
| | Jaime F. Zara Jr. | Education Program Supervisor | Media Relations |
| June 5, 2026 | Off-Site Duty/Online Support | | |
| June 6, 2026 | Off-Site Duty | | |



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon

Contact No.s: (042) 784-0366 | (042) 784-0164 |
(042) 784-0391 | (042) 784-0321

E-mail Address: quezon@deped.gov.ph

Website: <https://quezon.deped.gov.ph>



Republic of the Philippines
Department of Education

Region IV-A

SCHOOLS DIVISION OF QUEZON PROVINCE

| June 7, 2026 | Off-Site Duty | | |
|----------------------|---------------------------------|--|---|
| June 8, 2026 | Rommel C. Bautista, CESO V | Schools Division Superintendent | Teleresponders/ Emails, SMS and Social Media |
| | Floriciel R. Lagos | Designated Division Public Assistance Coordinator/ PDO I | Secretariat and Monitoring/ Registration and Attendance |
| | Roselyn Q. Golfo | Assistant Schools Division Superintendent | Teleresponders/ Emails, SMS and Social Media |
| | Walter F. Galarosa | OIC-CID Chief | Teleresponders/ Emails, SMS and Social Media |
| | Atty. Rexcia Maria B. Baldeo | Attorney III | Teleresponders/ Emails, SMS and Social Media |
| | Michelle G. Duma | Senior Education Program Specialist | Media Relations |
| | Asuncion C. Ila | Education Program Supervisor | Teleresponders/ Emails, SMS and Social Media |
| June 9, 2026 | Rommel C. Bautista, CESO V | Schools Division Superintendent | Teleresponders/ Emails, SMS and Social Media |
| | Floriciel R. Lagos | Designated Division Public Assistance Coordinator/ PDO I | Secretariat and Monitoring/ Registration and Attendance |
| | Roselyn Q. Golfo | Assistant Schools Division Superintendent | Teleresponders/ Emails, SMS and Social Media |
| | Juanito A. Merle | SGOD-Chief | Teleresponders/ Emails, SMS and Social Media |
| | Maria Dolores D. Atienza | Administrative Officer V | Teleresponders/ Emails, SMS and Social Media |
| | Paul Clifford N. Marquez | Senior Education Program Specialist | Teleresponders/ Emails, SMS and Social Media |
| | Joan Alejaida R. Mauhay | Education Program Supervisor | Teleresponders/ Emails, SMS and Social Media |
| | Abner L. Pureza | Education Program Supervisor | Media Relations |
| June 10, 2026 | Rommel C. Bautista, CESO V | Schools Division Superintendent | Teleresponders/ Emails, SMS and Social Media |



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon

Contact No.s: (042) 784-0366 | (042) 784-0164 |
 (042) 784-0391 | (042) 784-0321

E-mail Address: quezon@deped.gov.ph

Website: <https://quezon.deped.gov.ph>



Republic of the Philippines
Department of Education
 Region IV-A
 SCHOOLS DIVISION OF QUEZON PROVINCE

| | | | |
|----------------------|----------------------------|--|---|
| | Floriciel R. Lagos | Designated Division Public Assistance Coordinator/ PDO I | Secretariat and Monitoring/ Registration and Attendance |
| | Aris S. Barrago | OIC-Assistant Schools Division Superintendent | Teleresponders/ Emails, SMS and Social Media |
| | Raul R. Agaran | Education Program Supervisor | Teleresponders/ Emails, SMS and Social Media |
| | Carla Jobelle J. Culajara | Education Program Specialist II | Media Relations |
| | Wilbert B. Porteza | Information Technology Officer I | Teleresponders/ Emails, SMS and Social Media |
| | Jay S. Alfaro | Education Program Supervisor | Teleresponders/ Emails, SMS and Social Media |
| | Rebie A. Marciano | PSDS | Teleresponders/ Emails, SMS and Social Media |
| June 11, 2026 | Rommel C. Bautista, CESO V | Schools Division Superintendent | Teleresponders/ Emails, SMS and Social Media |
| | Floriciel R. Lagos | Designated Division Public Assistance Coordinator/ PDO I | Secretariat and Monitoring/ Registration and Attendance |
| | Lorena S. Walangsumbat | OIC-Assistant Schools Division Superintendent | Teleresponders/ Emails, SMS and Social Media |
| | Juanito A. Merle | SGOD-Chief | Teleresponders/ Emails, SMS and Social Media |
| | Melanie D. Bonquin | Public Schools District Supervisor | Teleresponders/ Emails, SMS and Social Media |
| | Maria Dolores D. Atienza | Administrative Officer V | Teleresponders/ Emails, SMS and Social Media |
| | Akimi Therese M. Asano | OIC-Planning Officer | Teleresponders/ Emails, SMS and Social Media |
| | Jaime F. Zara Jr. | Education Program Supervisor | Media Relations |