



Republic of the Philippines  
**Department of Education**  
 REGION VIII  
**SCHOOLS DIVISION OF CALBAYOG CITY**

June 13, 2024

**DIVISION MEMORANDUM**

No. 319, s. 2024

**UPDATE ON OPLAN BALIK ESKWELA**

TO : Asst. Schools Division Superintendent  
 SGOD and CID Chiefs  
 Education Program Supervisors  
 Public School District Supervisors  
 Elementary & Secondary School Heads  
 All others concerned

1. In connection with DM 147 s. 2024, this office informs the field that the schedule of Oplan Balik Eskwela for the school year 2024 – 2025 is on July 15, 2024 and the activation of OBE Public Assistance Desk is from July 15 to August 2, 2024. The schedule of Division Help Desk is attached under Annex A of this memorandum.

2. In line with this, Oplan Balik Eskwela Convergence is scheduled on July 16, 2024 at the Division Conference Hall, 1:00pm – 5:00pm, reiterating bellow is the list of Division Oplan Balik Eskwela-Public Assistance Command Center (OBE-PACC).

Division Oplan Balik Eskwela-Public Assistance Command Center  
 (OBE-PACC)

<b>CORE TEAM</b>	Chair:	<b>DR. MARGARITO A. CADAYONA JR., CESO VI</b> OIC-School Division Superintendent
	Co-Chair:	<b>JUN-NILOU D. DULFO</b> OIC-Assistant Schools Division Superintendent
	MEMBERS:	<b>AVELINA P. TUPA EdD</b> OIC-SGOD Chief
		<b>DR. RENATO S. CAGOMOC</b> CID Chief
<b>ATTY. MARIA CATHERINE S. BARANDINO</b> Legal Officer/Public Assistance Coordinator		
		<b>GRACE S. PAGUNSAN</b>



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

Department of Education  
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Schools Division of Calbayog City

		AO V
		<b>SUNSHINE MARJORIE E. VENTURES</b> Budget Officer
		<b>SHERYLL ANN MARIE G. LACABA</b> Accountant
		<b>Carren Meryl A. Cabadsan</b> SEPS – SMN
		<b>Eric R. Doroja</b> PDO II - DRRMO
		<b>Oscar D. Billate Jr.</b> SEPS – SMM&E
		<b>Galina V. Panela</b> SEPS-P&R
		<b>Ma. Marlie M. Medoza</b> EPS II – Planning
		<b>Gary H. Ballon</b> ITO I
		<b>Drixel Idol R. Ortega</b> ADAS III - ICT
		<b>Dr. Arlene C. Catalan</b> Medical Officer
		<b>Engr. Jordan B. De Veyra</b> Div. Engr
		<b>Engr. Lyrian L. Montances</b> Project Engr.
		<b>Jose O. Abon</b> PSDS President
		<b>Joshua Sherwin T. Lim</b> EPS President
		<b>Ricky S. CANO</b> EPS - ALS
		<b>Beverly C. Longcop</b> Division Librarian

3. Services rendered during weekends for the Oplan Balik Eskwela Help Desk shall be granted Compensatory Time-Off (CTO) for the eight hours of accumulated services are equivalent to one-day CTO.
4. For inquiries and clarifications please contact **Ms. Carren Meryl A. Cabadsan**, Senior Education Program Specialist – Social Mobilization and Networking at 09763427843 or [socmob@calbayog.education.ph](mailto:socmob@calbayog.education.ph).
5. For the information and guidance of all concerned.



**MARGARITO A. CADAYONA JR. PhD, CESO VI**  
OIC-Schools Division Superintendent

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**ANNEX A**

**SCHEDULE OF DIVISION HELP DESK**

DATE	TIME	NAME
July 15, 2024	8:00 AM – 12:00PM	Eric R. Doroja Sharon D. Balza
	1:00PM – 5:00PM	Rosalia M. Rivera Patria G. Lapara
July 16, 2024	8:00 AM – 12:00PM	Sophia Monteron Nikki Ivy Dollado
	1:00PM – 5:00PM	Marita P. Senolos Ma. Benjie B. Señora
July 17, 2024	8:00 AM – 12:00PM	Beverly C. Longcop Marian Advincula
	1:00PM – 5:00PM	Engr. Jordan B. De Veyra Sophia C. Monteron
July 18, 2024	8:00 AM – 12:00PM	Joanna Lou V. Portura Asther A. Bachar
	1:00PM – 5:00PM	Oscar D. Billate Jr. Adrian Marie C. Nuevo
July 19, 2024	8:00 AM – 12:00PM	Ma. Marlie M. Mendoza Beverly C. Longcop
	1:00PM – 5:00PM	Galina V. Panela Ma. Bella B. Ortiz
July 20, 2024	8:00 AM – 5:00PM	Atty. Maria Catherine S. Barandino Carren Meryl A. Cabadsan Engr. Lyrian Montances Gary H. Ballon Drixel Idol R. Ortega
July 22, 2024	8:00 AM – 12:00PM	Eric R. Doroja Sharon D. Balza
	1:00PM – 5:00PM	Rosalia M. Rivera Patria G. Lapara
July 23, 2024	8:00 AM – 12:00PM	Sophia Monteron Nikki Ivy Dollado
	1:00PM – 5:00PM	Marita P. Senolos Ma. Benjie B. Señora
July 24, 2024	8:00 AM – 12:00PM	Beverly C. Longcop Marian Advincula
	1:00PM – 5:00PM	Engr. Jordan B. De Veyra Sophia C. Monteron
July 25, 2024	8:00 AM – 12:00PM	Joanna Lou V. Portura Asther A. Bachar
	1:00PM – 5:00PM	Oscar D. Billate Jr.



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		Adrian Marie C. Nuevo
July 26, 2024	8:00 AM – 12:00PM	Ma. Marlie M. Mendoza Beverly C. Longcop
	1:00PM – 5:00PM	Galina V. Panela Ma. Bella B. Ortiz
July 27, 2024	8:00 AM – 5:00PM	Atty. Maria Catherine S. Barandino Carren Meryl A. Cabadsan Engr. Jordan B. De Veyra Gary H. Ballon Drixel Idol R. Ortega
July 29, 2024	8:00 AM – 12:00PM	Eric R. Doroja Sharon D. Balza
	1:00PM – 5:00PM	Rosalia M. Rivera Patria G. Lapara
July 30, 2024	8:00 AM – 12:00PM	Sophia Monteron Nikki Ivy Dollado
	1:00PM – 5:00PM	Marita P. Senolos Ma. Benjie B. Señora
July 31, 2024	8:00 AM – 12:00PM	Beverly C. Longcop Marian Advincula
	1:00PM – 5:00PM	Engr. Lyrian Montances Engr. Jordan B. De Veyra Sophia C. Monteron
August 1, 2024	8:00 AM – 12:00PM	Joanna Lou V. Portura Asther A. Bachar
	1:00PM – 5:00PM	Oscar D. Billate Jr. Adrian Marie C. Nuevo
August 2, 2024	8:00 AM – 12:00PM	Ma. Marlie M. Mendoza Beverly C. Longcop
	1:00PM – 5:00PM	Galina V. Panela Ma. Bella B. Ortiz