



Republic of the Philippines  
**Department of Education**  
REGION I  
SCHOOLS DIVISION OF VIGAN CITY

**DIVISION MEMORANDUM**

No. 220, s. 2024

TO: Office of the ASDS  
Chief of Divisions  
All Public Elementary and Secondary School Heads  
All Others Concerned

**RECONSTITUTING THE COMPOSITION OF THE OPLAN BALIK ESKWELA-  
PUBLIC ASSISTANCE COMMAND CENTER (OBE-PACC)**

1. Pursuant to DepEd Memorandum No. 35, s. 2024 re: 2024 National Oplan Balik Eskwela. This Schools Division constitute, the Composition of the Oplan Balik Eskwela-Public Assistance Command Center (OBE-PACC).
2. The OBE-PACC Section in this division shall be constituted as follows:

Chair: **Vilma D. Eda, CESO V**  
Schools Division Superintendent

Co-Chair: **Annie D. Pagdilao, CESO VI**  
Assistant Schools Division Superintendent

Vice Chair: **Atty. Kim R. Tagorda**  
Administrative Officer V

Member: **Marie Christine L. Natividad**  
Chief Education Supervisor (CID)

**Rodrigo R. Reyes**  
Chief Education Supervisor (SGOD)

**Eric L. Tapat**  
Information Technology Officer

**Greatest Yeng Molina**  
Administrative Officer IV



Address: Mena Crisologo St. corner Rivero St., Brgy. IX, Vigan City, Ilocos Sur  
Telephone No: (077) 722-20-23 / (077) 632-05-33  
Email Address: vigan.city@deped.gov.ph  
Website: www.depedviganacity.com

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3. The OBE-PACC shall serve as an information and complaints processing and routing mechanism. It shall perform the following functions:

- a) Receive, process, and respond to simple queries, information, request, and complaints from the general public, including those forwarded by other DepEd offices;
- b) Assist in the dissemination and verification of DepEd policies, programs, projects, and processes, particularly those relevant to the opening of classes;
- c) Correctly identify and coordinate with the concerned DepEd offices on complex concerns that will require these specific offices' appropriate action; and
- d) Monitor, document, and submit reports on all issues and concerns received by the OBE-PACC, including the action taken.

4. The following personnel shall serve as the support staff in the OBE – PACC:

Telereponders: Gloria Cabotage, Planning Officer III  
Sherelyn Riodil, AD-IV

Secretariat: Gemalyn Lampote, ADAS III  
Lloyd Ancheta, ADAS III  
Vincent Jude Q. Rosales, ADAS III

Monitoring: Susiemar Rapisura, EPSvr  
Princess Torricer, SEPS  
Sherwin Fabre, PDO I, Focal Designate  
Nelson Robinol, EPSvr (for key Stage I Learners)  
Peter John Frial, EPSvr (for entry in SHS)  
Elsie Amorin, EPSvr (Preparation of Reports/ALS & SPED learners)

Documenter: Kaymarc T. Ularte, ADAS III

Logistics and support: Christopher Michael Gasmen, Accountant III  
Mary Joy Suero, Budget Officer III

Supplies and equipment: Maria Bernadette Sarmiento, Administrative Officer IV

5. All schools must establish their respective OBE-PACC.



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6. SDO and School OBE-PACC must submit their contact details on or before July 25, 2024 through this link: <https://tinyurl.com/DEPED-SDO-VIGAN>
7. For information, guidance and compliance.

**VILMA D. EDA, CESO V**  
Schools Division Superintendent

Reference:

DepED Order No. 63, s. 2022

To be indicated in the Perpetual Index  
under the following subjects:

Admission  
Offices  
Campaign  
Committees  
Learners  
Officials  
Project  
Schools



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