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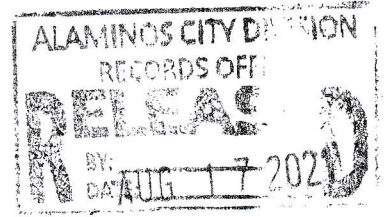


Republic of the Philippines
Department of Education
REGION I

SCHOOLS DIVISION OFFICE OF ALAMINOS CITY

Office of the Schools Division Superintendent

DIVISION MEMORANDUM
DM-2021-261



To : Assistant School Division Superintendent
Chief Education Supervisors, CID and SGOD
Administrative Officer V
Unit Heads and all SDO personnel
Heads of public elementary and secondary schools
Assistant Principals and Department Heads
All Teachers

Subject: **OPLAN BALIK ESKWELA HELP DESK**

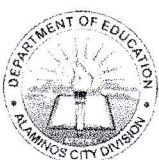
From : The Schools Division Superintendent

Date : August 16, 2021

1. In reference to DepEd ORDER No. 029, s. 2021 or the School Calendar and Activities for School Year 2021-2022, please be informed that a help desk for the 2021 Oplan Balik Eskwela was organized by this Office to provide immediate and appropriate actions and solutions for issues and concerns from callers or clients regarding the enrollment and opening of the school.
2. The said help desk will be manned by **Ms. Charlene Ginez** (09500612326; <https://www.facebook.com/iamCharleneG>) and **Mrs. Janine Jove** (09667934464; <https://www.facebook.com/janinepflores>) from August 16 to September 30, 2021.
3. All heads of public elementary and secondary are also instructed to organize an Oplan Balik Eskwela help desk in the schools. School heads should assign personnel to attend to clients with queries, problems, requests and suggestions concerning the enrollment and school opening.
4. For information, guidance, wide dissemination and strict compliance


LORNA G. BUGAYONG PhD, CESO V
Schools Division Superintendent

With hundred reasons to serve!



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