



Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS  
Schools Division of Negros Oriental

**Office of the Schools Division  
Superintendent**

05/11/2023

DIVISION MEMORANDUM

No. 426, s. 2023

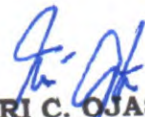
**ELECTION OF DIVISION TEACHING- RELATED & NON-TEACHING PERSONNEL  
OFFICERS & TEACHERS' LEAGUE SY 2023-2024**

- To: Assistant Schools Division Superintendent  
Chief, CID and SGOD, EPS, PSDSs/ Care Takers/ District-In-Charge  
Senior Education Program Specialist/Education Program Specialist II  
Unit Heads, Elementary and Secondary School Heads, Teaching- Related and Non-  
Teaching Personnel, Elementary and Secondary Teachers  
All Others Concerned
1. This office hereby informs the field of the conduct of the election of a new set of officers for the Division Teaching-Related and Non-Teaching Personnel for SY 2023-2024 with the following positions:
    - President
    - Vice-President
    - Secretary
    - Treasurer
    - Auditor
    - Public Information Officer
    - Sergeant-at-Arms
  2. All PSDSs are encouraged to disseminate a memorandum on the conduct of the election in their respective districts following the suggested dates below:
    - Oct. 9-13, 2023 School Level Election
    - Oct. 15-19, 2023 District Level
    - Oct. 20, 2023 Submission of List of Officers
    - Oct. 25, 2023 Division Online Election  
(34 District Level Presidents + Division-Based President)  
(Teachers League 34 Presidents)
    - Oct. 27, 2023 Division Oathtaking &  
Orientation of Roles & Guidelines
  3. Further, the Election Committee (ELECOM) is hereby established to facilitate the Division Online Election. Please see attached Annex A.



**Address:** Kagawasan Avenue, Capitol Area, Daro, Dumaguete City  
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4. Qualified employees are those which hold **PERMANENT POSITIONS** in the department. The Division Level election shall be done online via Google Form. A separate memorandum shall provide the link and the guidelines of the online voting after the District Level Election.
5. Participants to the election of the Teaching-Related and Non- Teaching personnel shall be the following: Non-academic rank-and-file employees of DepEd Negros Oriental Division, including but not limited to Division, District and School Accountants,/ Bookkeepers, Administrative Officers/ Assistants/ Aides, Attorney, Budget Officer, Cashier, Disbursing Officer, Education Program Specialists, Senior Education Program Specialists, Engineers, Guidance Counselors, Health and Nutrition Personnel, Medical Officers/Nurses, Information Technology Officer, Librarians, Project Development Officers, Planning Officers, Registrars, Supervisors, Security Guards, and Watchmen, Drivers, etc. with Permanent Plantilla Positions. On the other hand, ALL teachers from Teacher I to Master Teacher Positions shall participate in the election of the Teachers' League Officers.
6. It is also hereby encouraged that the National Employees Union (NEU) members should elect their new set of officers according to the guidelines of the NEU. Moreover, the Elementary School Principals are also expected to re-organize and submit the list of officers to the schools' division office.
7. Immediate dissemination of and compliance with this Memorandum is desired.

  
**NERI C. OJASTRO EdD, CESE**  
Schools Division Superintendent  
Office of the Schools Division Superintendent  
10/5/23

**ANNEX A. Election Committee**

Chairman: **DR. RACHEL B. PICARDAL**

Chief, SGOD

Vice- Chairman: **DR. REGINA CLARINA E. EMPESO**

SEPS, SocMob&Net.

Secretary: **MRS. KARLA P. ANTONIO**

EPS II, SocMob&Net.

Board of Election Inspectors:

**Mrs. Kecylien Je O. Bacud**

ADA I

**Mr. Jerry B. Vadil**

PDO I, YFD

**Mr. Teofan C. Gallosa**

EPS II, M&E

**Dr. Geraldine B. Olmillo**

EPS II, HRDS