



Republic of the Philippines
Department of Education
 REGION VII – CENTRAL VISAYAS
SCHOOLS DIVISION OF NEGROS ORIENTAL

Office of the Schools Division Superintendent

17 OCT 2023

DIVISION MEMORANDUM
 No. 752, s. 2023

ESTABLISHMENT OF THE 2023 DIVISION DEPED TASK FORCE AND ITS OPERATION AND MONITORING CENTER OFFICE IN CONNECTION WITH THE OCTOBER 30, 2023 BARANGGAY AND SANGGUNANG KABATAAN LOCAL ELECTIONS

TO : Assistant Schools Division Superintendents
 Chiefs, CID and SGOD
 Education Program Supervisors/Division Coordinators
 Public School District Supervisors/District In-Charge
 All Others Concerned

1. Pursuant to DepEd Memorandum No. 010 s. 2022, titled **“ESTABLISHMENT OF THE 2022 DEPED TASK FORCE AND ITS OPERATION AND MONITORING CENTER IN THE CENTRAL, REGIONAL AND SCHOOLS/CITY DIVISION OFFICES IN CONNECTION WITH THE MAY 09, 2022 NATIONAL AND LOCAL ELECTIONS”**. The establishment of the 2023 Division DepEd Task Force and its operation and monitoring center office in connection with the October 30, 2023 local elections is hereby directed.

2. By virtue of the aforementioned memorandum to ensure compliance with and enforcement of all orders and instructions relative to the election duties of DepEd personnel to ensure free, orderly, honest, peaceful and credible elections, the 2023 DepEd Election Task Force (ETF) Operation and Monitoring Center for the October 30, 2023 Local Elections shall be established at the Division of Negros Oriental Office, Kagawasan Avenue, Capitol Area, Daro, Dumaguete City, starting 1:00 PM of October 29, 2023 and ending at 5:00 PM of October 31, 2023.

3. The Division – ETF shall be composed of the following group/units vis-à-vis their respective functions:

A. STEERING GROUP

Chairperson : DR. MARCELO K. PALISPIS
 Members : DR. NILITA L. RAGAY
 DR. JOELYZA M. ARCILLA

1. Provide the overall policy direction of the E-TF in terms of guidelines and priorities to be pursued;
2. Forge formal institutional linkages with partner agencies, volunteer organizations and individuals;



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3. Define the aims, goals and powers of the E-TF and formulate the framework strategies and guidelines; and
4. Approve the work plan and appropriate resources to the activities of the E- TF.

B. OPERATIONS AND LEGAL SUPPORT GROUP

Chairperson : DR. RACHEL B. PICARDAL
Members : DR. REGINA CLARINA E. EMPESO
ATTY. MARJORIE PORCINA
MS. IRYLL MAE MACAHIG

1. Oversee the day-to-day operations and monitoring of the center;
2. Render immediate recommendation and coordinates directly with the Regional/Division Task Force counterparts;
3. Supervise different units of the ET-F; and
4. Report directly to the Steering Group.

C. SECRETARIAT

Chairperson : MR. ANDRIE P. AMOR
Members : MS. MA. IRENE CECILIA A. ELEMIA
MRS. IVONE MARIE V. JARDIN

1. Provide E-TF with administrative and technical support.
2. Prepare a daily summary report; and
3. Provide the Steering Group feedbacks and information on issues and status of all the complaints submitted to the ET-F.

D. CALL CENTER MONITORING DATA BASE UNIT

Chairperson : MRS. DAE P. HABALO
Members : DR. GERALDINE OLMILLO
MR. TEOFAN GALLOSA
MR. JERRY MAR VADIL

1. Receive/consolidate all monitoring reports and advice the appropriate E-TF unit;
2. Refer the complaint or issues to appropriate partner government agencies or to any volunteer organization or individual;
3. Keep track of the action undertaken on the complaint; and
4. Record and provide feedbacks to the Operations Group



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E. LOGISTICS AND EXTERNAL COORDINATION MOBILE UNIT

Chairperson : DR. RUBY JEAN ESTRELLITA M. BIDAURE
Members : MR. FRANCIS AUSTERO
MR. JUNRYLL DELUBIO
MR. LEONARD RADA

1. Deployment and delivery of logistical support
2. Hub of the DepEd's coordination with the partner government agencies;
3. Refers issues and complaints of teachers that can best be addressed by partner government agencies.
4. The Division-ETF will ensure that teachers shall be provided with adequate information, technical and legal assistance in the course of the performance of their duties as members of the Election Board, as well as DepEd non-teaching personnel who will serve during the October 30, 2023 Local Elections.
5. The grant of honoraria to officials and personnel who will render services to their respective ETFs shall be subject to existing Commission on Audit rules and regulations and relative to the Department of Budget and Management issuance on the matter. Payments of overtime pay or grant of compensatory time-off to qualified personnel who will compose the DepEd Division ETF are authorized, subject to availability of funds and existing auditing rules and regulations, as well as the pertinent Civil Service laws.
6. Expenses relative to the conduct of the said activity, shall be chargeable to the Division MOOE, subject to the existing auditing rules and regulations.
7. Likewise, the District Election Task Force is also created. Kindly see attached list (enclosure A).
8. Immediate dissemination of this Memorandum is desired.


NERI C. OJASTRO EdD, CESE
Schools Division Superintendent



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Enclosure A

DISTRICT ELECTION TASK FORCE

MUNICIPALITY	NAME	POSITION	CONTACT NUMBER
Ayungon	Adela B. Araula	PSDS	09451233252
	Reynaldo B. Pastor	P1	09970891001
	Ligaya M. De Oca	TIC/T-III	09282172141
Bindoy	Monica B. Maxino	Principal II	09456292209
	Maria Sylvia R. Romano	Principal I	09369586529
	Jess Mark Mananquil	ADAS	09278110602
Jimalalud	Ernesto C. Paculanang	PSDS	09207956360
	Dominic Vidal	T-II	09190954520
	Alajar Omole		09971870094
La Libertad	Herry Delacruz		09610867675
	Angela C. Absin		09391845556
	Anali B. Timtim		09606546313
Manjuyod	Inafe Casipong	SP 1	09264712922
	Pablo Macquel	HT 1	09663209214
	Madelene A. Balbon		09530949262
Tayasan	Emelyn D. Bolongaita	PSDS	09267266528
	Leonivel L. Secusana	PSDS	09063969450
	Genros R. Barrera		09279135785
Amlan	Charmaine Burgos Jainar	PSDS	09451444725
	Carmelita A. Clavicillas	MT – I	09944498207
	Nerisa T. Macasilhig	MT – I	09169622359
Mabinay	Marilou N. Lobos	PSDS	09063969473
	Aileen B Dagunan	TIC/T-III (D1)	09325001502
	Rodney R. Igoy	T-III (D2)	09065058080
	Nelfa Ortega	MT 1 (D3)	09059278148
	Elamac Samanc	(D4)	09156179720
NOHS	Epifania Q. Cuevas	SP – II/DIC	09172593553
	Leah Q. Nique	SHS TIC	09088657479
San Jose	Nida L. Bersabal	PSDS	09177021716
	Valerie G. Saldua	AO II	09675697532
	Alvin Z. Aguilar	T-I	09606754632
Sibulan	Macrina Villaluz	PSDS	09055004668
	Andrea Luz Englis	PSDS	09066556555
	Marlon Villaluz		09695207591
Bacong	Juanito L. Sardan	PSDS	09567842661
	Georgina I. Donio	P1	09752657955
	Josephine T. Sardan	MT- II	09954481163
Dauin	Janilyn T. Credo	MT – II	09516082743
	Ysmaela Chat A. Asdillo	MT – I	09171425675
	Maria Eula Pauline A. Elumir	T-III	09171797649
Siaton	Constance Joy E. Sarne	PSDS	09158625016
	Rhodaline G. Dizon	PSDS	
	Teofreda P. Ege	Principal	09153633152
	Lydia T. Paladar	T-III	09394021725
	Agnes M. Almagro	P1	09273955339
	Isabel R. Austral	T-III/TIC	09062505936
Sta. Catalina	Rutillo Q. Inoferio	(D1)	09171608733
	Reyco Q. Belnas	SP 1 (D2)	09454350811
	Louelyn L. Jomoc	SP 1 (D3)	09272511155



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Enclosure A

DISTRICT ELECTION TASK FORCE

	Eliode B. Macahilos	SP 1 (D4)	09058399336
Valencia	Rolando A. Pacarro	PSDS	09177956208
	Rosa Leah E. Dagoy	Principal	09557064391
	Hegenia O. Obarco	Principal	09617282255
Zamboanguita	Arvin J. Busico	PSDS	09153635245
	Maria Fe E. Abadilla	Teacher III (D1)	09557859516
	Tomas Raglin Partosa	MT II (D2)	09173931910

Prepared by:


MARCELO K. PALISPIS EdD, JD

OIC- Assistant Schools Division Superintendent