



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF OZAMIZ CITY

October 12, 2023

DIVISIONAL MEMORANDUM

No. 305, s. 2023

**COMPOSITION OF DIVISION ELECTION TASK FORCE FOR THE
2023 BARANGAY AND SANGGUNIANG KABATAAN ELECTIONS**

To: OIC-Assistant Schools Division Superintendent
Chief Education Supervisors (CID and SGOD)
Public Schools District Supervisors/Education Program Supervisors
Public Elementary and Secondary School Heads
Unit / Section Heads
All Others Concerned

1. Relative to the attached Memorandum OUOPS 2023-07736 from Atty. Revsee A. Escobedo, Undersecretary for Operations dated August 9, 2023, this Office hereby compose the Division Election Task Force for the 2023 Barangay and Sangguniang Kabataan Elections.
2. This Election Task Force shall:
 - a. assist the public school teachers and personnel with their duties before, during and after the elections;
 - b. help the Commission of Elections (COMELEC) to ensure the free, orderly, honest, peaceful and credible elections;
 - c. ensure that teachers and personnel are provided with adequate information, technical and legal assistance in the course of the performance of their duties as members of the Electoral Boards; and
 - d. serve as DepEd's institutional link to volunteer organizations and individuals.
3. The Division Election Task Force - Public Assistance Command Center will be established at the Ground Floor of the Division Office from October 29-31, 2023.
4. Enclosure No. 1 contains the Members of the Division Election Task Force.
5. ETF Members and other support staff who will render their services shall be granted with Compensatory Time Credit (CTC) subject to the existing CSC and DepEd rules and regulations.
6. Further, this Office shall adhere to Equal Opportunity Principle (EOP). Hence, all actions shall be based solely on guidelines set with no discrimination on the account of age, gender, identity, sexual orientation, civil status, disability, religion, ethnicity, or political affiliation.



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**DIVISION ELECTION TASK FORCE FOR THE 2023 BARANGAY
AND SANGGUNINAG KABATAAN ELECTIONS**

Chairman	DIONESIO L. LIWAGON, JR., CESE OIC, Asst. Schools Division Superintendent
Members	SUSAN EFIPANIA B. CARPIO Chief Education Supervisor Schools Governance and Operations Division
	ANACLETA A. GACASAN Chief Education Supervisor Curriculum Implementation Division
	ATTY. VINCENT SHELDON A. ZABALA Division Legal Officer / Attorney III
	DOROTHY JOY B. YTING Administrative Officer V
	ARLENE C. VIA Senior Education Program Specialist Social Mobilization and Networking / Partnership Coordinator
Adviser	NIMFA R. LAGO, PhD, CESO VI OIC, Schools Division Superintendent



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7. Immediate and wide dissemination of this memorandum is desired.

NIMFA R. LAGO, PhD, CESO VI
Asst. Schools Division Superintendent
OIC, Schools Division Superintendent

pp: 
DIONESIO L. LIWAGON, JR., CESE
OIC, Asst. Schools Division Supt.

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

ELECTION TASK FORCE

DLL/DM – COMPOSITION OF DIVISION ELECTION TASK FORCE FOR THE 2023 BARANGAY AND
SANGGUNIANG KABATAAN ELECTIONS

___/September 18, 2023



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