



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

October 27, 2023

DIVISIONAL MEMORANDUM

No. 324, s. 2023

**DUTY SCHEDULE OF THE DIVISION BARANGAY AND SANGGUNIANG
KABATAAN ELECTION TASK FORCE (BSK ETF) AND AMENDMENT TO
DEPED MEMORNDUM NO. 63, S. 2023**

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

1. Relative to the attached Division Memorandum No. 305, s. 2023 and DepEd Memorandum No. 66, s. 2023, this Office announces the Adjusted Duty Schedule of the BSK ETF from October 29 at 6:00 a.m. to October 31, 2023 at 6:00 pm.
2. Personnel on duty are directed to prepare the hourly report to be submitted to the link which will be provided by the Regional Election Task Force.
3. All other provisions in the previous memorandum shall remain in force and in effect.
4. 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.
5. 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 Superintendent

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

ELECTION TASK FORCE

DLL/DM – DUTY SCHEDULE OF THE DIVISION BARANGAY AND SANGGUNIANG KABATAAN ELECTON TASK FORCE
/October 27, 2023



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Republic of the Philippines
Department of Education

OCT 27 2023

DepEd MEMORANDUM
No. **066**, s. 2023

AMENDMENT TO DEPED MEMORANDUM NO. 063, S. 2023
(Establishment of the 2023 Department of Education Election Task Force and its Operation and Monitoring Center in connection with the Barangay and Sanguniang Kabataan Elections on October 30, 2023)

To: Undersecretaries
Assistant Secretaries
Minister, Basic, Higher, and Technical Education, BARMM
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
Public Elementary and Secondary School Heads
All Others Concerned

1. In reference to DepEd Memorandum (DM) No. 063, s. 2023, dated October 18, 2023, titled Establishment of the 2023 Department of Education Election Task Force and its Operation and Monitoring Center in connection with the Barangay and Sanguniang Kabataan Elections on October 30, 2023, the Department of Education (DepEd), through the Office of the Undersecretary for Operations, announces that the 2023 DepEd Barangay and Sangguniang Kabataan Election Task Force (BSK-ETF), together with the Commission on Elections (COMELEC) Command Center, **shall commence its operations on October 29, 2023 at 6:00 a.m. and will end on October 31, 2023 at 6:00 p.m.** The said extension of operations is to ensure that DepEd BSK-ETF can readily assist the Department's personnel serving in the elections as canvassing of votes may be extended until midnight of the Election Day.
2. In addition, the Contract of Service personnel who will serve in the joint DepEd BSK-ETF and COMELEC Command Center shall be entitled to overtime pay, subject to the usual accounting rules and regulations.
3. All other provisions in DM 063, s. 2023 consistent with this issuance, shall remain in force and effect.
4. For more information, please contact the **Office of the Undersecretary for Operations**, Department of Education Central Office, Ground Floor Rizal Building, DepEd Central Office, DepEd Complex, Meralco Avenue, Pasig City, or through email at oure@deped.gov.ph or telephone numbers (02) 8631-8492 and 8633-5313.

5. Immediate dissemination of this Memorandum is desired.

By Authority of the Secretary:

ATTY. MICHAEL WESLEY T. POA
Undersecretary and Chief of Staff

Reference:

DepEd Memorandum (No. 063, s. 2023)

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

AMENDMENT
AUTHORITY
BUREAUS AND OFFICES
CENTERS
COMMITTEES
ELECTIONS
EMPLOYEES
MONITORING
OFFICIALS
ORIENTATION
TEACHERS





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

**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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Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF OZAMIZ CITY

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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