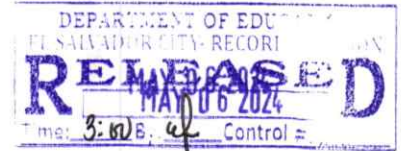




Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY



Office of the Schools Division Superintendent

May 6, 2025

DIVISION MEMORANDUM

NO. 145 S. 2025

**COMPOSITION OF THE 2025 DIVISION ELECTION TASK FORCE FOR THE
NATIONAL AND LOCAL ELECTIONS ON MAY 12, 2025**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
All Public Elementary and Secondary School heads
All Others Concerned
This Division

1. Pursuant to DepEd Memorandum No. 037, s. 2025, this office establishes the **Division Election Task Force** (ETF) to monitor the election starting at 1:00pm on May 11, 2025, and ending on May 13, 2025 at 8am.
2. The Division Election Task Force (ETF) is composed of:

Designation	Responsible Person
Chair	Randolph B. Tortola
Vice Chair	Jeffrey M. Martinez
Members	Ninian A. Alcasid Rolly B. Labis Kevin B. Asequia Maricel B. Jangao Stephanie P. Saligumba Lina C. Bejiga Apple Kieth B. Arangoso Jon Louis O. Dacoco

3. The functions of the Division ETF members include, but are not limited to the following:
 - a. Maintains real-time documentation of ETF activities.
 - b. Monitors election processes in coordination with RO ETF teams
 - c. Identifies issues requiring escalation and ensures prompt resolution.
 - d. Receives and log queries and concerns from field personnel
 - e. Ensures all election day incidents and concerns are properly documented





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4. Regional memorandum No. 316, s. 2025 states that a three-day orientation will be conducted and will be participated by Regions IX and X at Hotel Monicon, Zone 3, Poblacion, El Salvador City, Misamis Oriental, on May 7, 8, 9 (inclusive of the travel time). All participants are expected to be at the venue on May 7, registration starts at 2:00 pm. The first meal to be served will be afternoon snacks on the same day while the last meal will be breakfast on May 9.
5. Confirmation of attendance of this activity shall be through the link <https://forms.cloud.microsoft/r/6p0hUdzqZh?origin=lpmlink>.
6. Meals and snacks of the Division ETF shall be charged to the Division MOOE/local funds subject to the usual auditing rules and regulations. Moreover, as stipulated in DepEd Memorandum No. 037, s. 2025 all ETF members shall be entitled to honoraria, subject to the availability of funds and in compliance with applicable issuances of the Commission on Audit and the Department of Budget and Management. ETF members holding Plantilla positions shall have the option to receive either honoraria or claim overtime pay or compensatory time off (CTO). An ETF member who opts to receive honoraria shall no longer be entitled to claim overtime pay or CTO.
7. This office adheres to the Equal Opportunity Principle (EOP) wherein there is no discrimination on account of age, gender, identity, sexual orientation, civil status, disability, religion, ethnicity or political affiliation.
8. Immediate and wide dissemination of this Memorandum is directed.

RANDOLPH B. TORTOLA
Schools Division Superintendent

SGOD



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