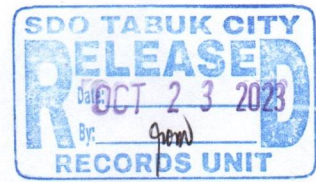




Republic of the Philippines
Department of Education
 Cordillera Administrative Region
Schools Division of Tabuk City



Office of the Schools Division Superintendent

October 23, 2023

Division Memorandum

No. 433 s 2023

ESTABLISHMENT OF THE 2023 DEPED ELECTION TASK FORCE AND ITS OPERATION AND MONITORING CENTER IN CONNECTION WITH THE BARANGAY AND SANGGUNIANG KABATAAN ELECTIONS ON OCTOBER 30, 2023

TO: All Division Personnel
 Elementary and Secondary School Heads
 All Others Concerned

1. Pursuant to Article IX-C, Section 2(4) of the 1987 Philippine Constitution, the Commission on Elections (COMELEC) has the power to deputize law enforcement agencies and instrumentalities of the government for the exclusive purpose of ensuring free, orderly, honest, peaceful, and credible elections.
2. The Department of Education (DepEd) is one of the national agencies deputized by COMELEC to ensure free, orderly, honest, peaceful, and credible elections through the appointment of public school teachers to serve as chairpersons and members of the Election Board, as well as Technical Support Personnel.
3. By virtue of the aforementioned authority granted by COMELEC to DepEd to ensure compliance with and enforcement of all orders and instructions relative to the election duties of DepEd Personnel, the **2023 DepEd Barangay and Sangguniang Kabataan Election Task Force (BSK-ETF) Operation and Monitoring Center** shall be established. The DepEd BSK-ETF shall join the COMELEC Command Center starting at 1:00 pm on October 29, 2023, and ending at 5:00 pm on October 30, 2023.
4. The City Division Office 2023 BSK-ETF Committee shall compose the following:

NAME	POSITION
Benedicta B. Gamatero PhD, CESO V	Chairperson/ Schools Division Superintendent
Jan Nowel E. Peña	Vice Chairperson/ OIC- Asst. Schools Division Superintendent



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DepEd Tayo Tabuk City





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Agustina N. Lomeng	Member/ Public Schools District Supervisor
Ma. Medea C. Vallejo	Member/ Public Schools District Supervisor
Allan Dumalsin	Member/ Information Technology Officer
Ana Marie B. Bucahan	Member/ Sr. Education Program Specialist
Joan A. Reyes	Member/ Education Program Specialist II

5. The functions of the BSK-ETF members include, but are not limited to the following:
- Maintain an Operation and Monitoring Center to document and report all teachers and school-related issues and concerns before, during, and after elections;
 - Ensure that teachers are provided with and/or referred to adequate information technical and legal assistance in the course of the performance of their duties as members of the Electoral Board;
 - Serve as DepEd institutional link to volunteer organizations and individuals;
 - Provide close horizontal and vertical coordination and consultation among DepEd, COMELEC, and partner agencies involved in the 2023 BSKE; and
 - Complement the other government agencies' efforts for an honest, orderly, and peaceful election.
6. Teaching and Non-teaching personnel shall be granted service credit/s and Compensatory Time-Off (CTO) respectively per DepEd Order 93 s 2011 and Civil Service Commission (CSC) and DBM Joint Circular No. 2 s. 2004.
7. Immediate dissemination of and compliance with this Memorandum are desired.


BENEDICTA B. GAMATERO PhD, CESO V
Schools Division Superintendent 



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