



Republic of the Philippines  
**Department of Education**  
 REGION XI  
 SCHOOLS DIVISION OF DAVAO DEL NORTE

DEPED DIVISION OF DAVAO DEL NORTE

RECORDS SECTION  
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Date: 04/13/2022

By: [Signature] 8:10am

**Office of the School Governance and Operations Division**

April 12, 2022

DIVISION MEMORANDUM

No. 493, s. 2022

**DIVISION OF DAVAO DEL NORTE LOCAL ELECTION TASK FORCE**

To: Assistant Schools Division Superintendent  
 Chief Education Program Supervisor, Curriculum Implementation Division (CID)  
 Chief, Education Program Supervisor, School Governance and Operations Division  
 Education Program Supervisors, Curriculum Implementation Division (CID)  
 Education Program Supervisor, School Governance and Operations Division (SGOD)  
 Public Schools District Supervisors  
 School Heads, Integrated, Elementary and Secondary Schools

1. In compliance with the Regional Memorandum No. 031, s. 2022 titled Submission of Local Election Task Force Members' Details and Cascading of Training on or Before April 13, 2022, the following personnel shall compose the Division of Davao del Norte Local Election Task Force:

Chair: Dee D. Silva, DPA, CESO V  
 Schools Division Superintendent

Vice Chair: Rebecca C. Sagot, CESO VI  
 Assistant Schools Division Superintendent

Members:  
 Ramel M. Pilo, Chief Education Supervisor – SGOD  
 Gay P. Taguiran, Senior Education Program Specialist – SGOD  
 April Julie Mae P. Gonzaga, Officer-In-Charge – Office of the Attorney II  
 Mary Kristine C. Sagot, PDO II – SGOD  
 Neil Edward D. Diaz, PDO II – CID/LRMDS  
 Arturo L. Salva, AA1 – OSDS  
 Rey T. Mascariñas, AA1 – OSDS  
 Guillermo L. Cadusali, AA4 - OSDS

2. The functions of the ETF members include, but are not limited to the following:
  - a. maintain an Operation and Monitoring Center to document and report all teacher and school-related issues and concerns before, during and after Elections;
  - b. 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;
  - c. serve as DepEd institutional link to volunteer organizations and individuals;



- d. provide close horizontal and vertical coordination and consultation among DepEd, COMELEC and partner agencies involved in the 2022 National and Local Elections; and
  - e. complement the other government agencies' efforts for an honest, orderly and peaceful election.
3. The grant of honoraria of the members of the Division ETF shall be subject to the existing Commission on Audit (COA) rules and regulations and relative to the Department of Budget and Management (DBM) issuance on election matter. Payments of overtime pay or grant of compensatory time-off are authorized, subject to the availability of funds and existing auditing rules and regulations, as well as the pertinent Civil Service laws.
  4. All concerned are required to STRICTLY observe the health protocols as prescribed by the Inter-Agency Task Force (IATF) on COVID 19 during this pandemic. Further, all is also encouraged to continually support and recognize the value of equality and diversity of all personnel while complying with the directives set forth by this office.
  5. For widest dissemination and compliance.



**DEE. D. SILVA, DPA, CESO V**  
Schools Division Superintendent





Republic of the Philippines  
**Department of Education**  
 DAVAO REGION

Office of the Regional Director

April 11, 2022

REGIONAL MEMORANDUM  
 No. 031, s. 2022

**SUBMISSION OF LOCAL ELECTION TASK FORCE MEMBERS' DETAILS  
 AND CASCADING OF TRAINING ON/OR BEFORE APRIL 13, 2022**

To : Assistant Regional Director  
 Schools Division Superintendents

1. This Regional Office is disseminating the attached Memorandum **OUA MEMO 00-0422-0042** from Alain Del B. Pascua, Undersecretary for Administration, Department of Education, relative to the submission of local Election Task Force (ETF) members' details and the cascading of training on or before April 13, 2022. **There shall be a minimum of five (5) members of per Schools Division Office.**

2. Following the hereunder template, all SDOs are required to **directly submit on or before April 13, 2022** the following details of their ETF composition to the email address [ronaldo.crescini@deped.gov.ph](mailto:ronaldo.crescini@deped.gov.ph)

Name	Position/Designation	Email address	Mobile Number

3. Relative to the materials that are needed for the cascading of ETF training, it is suggested that the SDOs shall coordinate with DepEd Central Office, attention: Mr. Ronaldo D. Crescini, Executive Assistant III of the Office of the Undersecretary for Administration through cell number 09284452295 or via the email address cited in the preceding paragraph.

4. All are enjoined to ensure immediate compliance to this Memorandum.

DEPARTMENT OF EDUCATION  
 RECORDS SECTION  
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*for*  
**ALLAN G. FARNAZO**  
 Director IV *pm*

ROQ1/jsa

By: 04/12/2022 8:01 a  
 0422-2386



Address: F. Torres St., Davao City (8000)  
 Telephone Nos.: (082) 291-1665; (082) 221-6147





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Republika ng Pilipinas  
**Kagawaran ng Edukasyon**  
Tanggapan ng Pangalawang Kalihim

**OUA MEMO 00-0422-0042**  
**MEMORANDUM**  
06 April 2022

07 APR 2022  
11:40

For: **Regional Directors**  
**Schools Division Superintendents**

Office of the Assistant Regional Director

**RECEIVED**

Date/Time: 4/7/22 11:40  
Signature: [Signature]

Subject: **SUBMISSION OF LOCAL ETF MEMBERS' DETAILS AND  
CASCADING OF TRAINING ON OR BEFORE APRIL 13, 2022**

In line with the recently concluded Regional Clustered Conferences on Values Formation, Voters Education and Automated Election System (AES), the Office of the Undersecretary for Administration (OUA) hereby enjoins all concerned to **submit the details of their designated Local Election Task Force (ETF) members**, including their names, positions/designations, email addresses, and mobile numbers. There should be a minimum of **five (5) members** per Schools Division Office (SDO) and Regional Office (RO). Kindly submit these details **not later than 13 April 2022**.

Further, the OUA requests all concerned to cascade the same training mentioned above to Local ETF members who were not able to attend the activity.

For submissions and other concerns, kindly contact Mr. Ronaldo D. Crescini, Executive Assistant III of the OUA, through 0928 445 2295 and email at [ronaldo.crescini@deped.gov.ph](mailto:ronaldo.crescini@deped.gov.ph).

For information and compliance.

  
**ALAIN DEL B. PASCUA**  
Undersecretary



**Office of the Undersecretary for Administration (OUA)**

*Administrative Service (AS), Information and Communications Technology Service (ICTS),  
Disaster Risk Reduction and Management Service (DRRMS), Bureau of Learner Support  
Services (BLSS), Baguio Teachers Camp (BTC), Central Security & Safety Office (CSSO)*

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