



# DEPARTMENT OF EDUCATION

Region X-Northern Mindanao

## DIVISION OF MALAYBALAY CITY

Corner Don Carlos-Guingona St., City of Malaybalay

Contact Numbers: 813-2894, 221-4597

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Deped-MALAYBALAY CITY DIVISION

October 22, 2013

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### MEMORANDUM

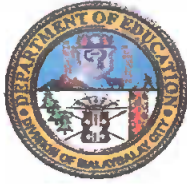
#### ESTABLISHMENT AND DESIGNATION OF DEPED-DIVISION ELECTION TASK FORCE FOR THE 2013 BARANGAY ELECTIONS

TO : Jasmin Adriatico, Education Program Supervisor  
 Jutchel L. Nayra, Administrative Officer V  
 Novem Sescon, Administrative Officer II/HRMO I  
 Paul John P. Arias, Planning Officer II  
 Julie Ann Blasé, Administrative Aide/Clerk  
 Edgar Blasé, Administrative Aide

FROM : *Edilberto L. Oplenaria*  
**EDILBERTO L. OPLENARIA**  
 Schools Division Superintendent

- In consonance to the herein DepEd Unnumbered Memorandum dated September 30, 2013 and Regional Unnumbered Memorandum dated October 3, 2013, this Office hereby establishes the DepEd-Division Election Task Force (ETF) for the 2013 Barangay Elections to be operational effective on October 27 to October 29, 2013.
- For this purpose, this Office creates and designates the DepEd-Division ETF, to wit:
 

Chairperson	Edilberto L. Oplenaria <i>Schools Division Superintendent</i>
Assistant Chairperson	Jasmin J. Adriatico <i>Education Program Supervisor</i>
Members:	Jutchel L. Nayra, DPA Administrative Officer V
	Novem Sescon Administrative Officer II/HRMO I



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Paul John P. Arias  
Planning Officer II

Julie Ann Blasé  
Administrative Aide/Clerk

Edgar Blasé  
Administrative Aide /Driver

3. As such, the Division ETF shall render overtime services and perform the following duties:
  - 1) Ensure that teachers shall be provided with adequate information, technical and legal assistance in the course of the performance of their duties as members of the Board of Election Tellers (BETs) as well as principals, supervisors, and other employees of DepEd who will also serve during the Barangay Elections;
  - 2) Serve as DepEd's institutional link to volunteer organizations, individuals as well as partner agencies involved in the elections; and,
  - 3) Perform other related duties from time to time.
4. Expenses for the establishment and operation of DepEd-Division ETF shall be charged to the Maintenance and Other Operating Expenses (MOOE) subject to existing accounting and auditing rules and regulations.
5. For compliance.

Copy furnished:  
Records Section  
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