



**DEPARTMENT OF EDUCATION**

Region X-Northern Mindanao

**DIVISION OF MALAYBALAY CITY**

Sayre Highway, Purok 6, Casisang, Malaybalay City

Email Address: [depedmalaybalay@gmail.com](mailto:depedmalaybalay@gmail.com); Official website: [www.depedmalaybalay.net](http://www.depedmalaybalay.net)



2016-5-077  
May 6, 2016  
MALAYBALAY CITY DIVISION  
**RELEASED**  
MAY 06 2016 Time: 3:10  
Ubaje

**DIVISION MEMORANDUM**

No. 270 s. 2016

**ESTABLISHMENT OF THE 2016 DIVISION ELECTION TASK FORCE IN CONNECTION WITH NATIONAL AND LOCAL ELECTIONS ON MAY 9, 2016**

**TO : Chief Education Supervisors and Staff (SGOD and CID)  
School Heads (Elementary and Secondary)  
Section/Unit Heads  
Public School Teachers and Non-Teaching Personnel  
All Others Concerned**

  
**FROM : EDILBERTO L. OPLENARIA, CESO VI**  
Schools Division Superintendent

1. DepEd Memorandum No. 65, s. 2016 and Regional Memorandum No. 102, s. 2016 requires the *Establishment of the 2016 Department of Education Task Force Operation Center in the Central, Regional, and Schools Division Office in Connection with the May 9, 2016 National and Local Election.*

2. Relative thereto, the Division EFT shall be composed of the following.

<b>Chairman</b>	Jutchel L. Nayra, DPA Administrative Officer V
<b>Co-Chairman</b>	Sibyl L. Maputi Administrative Officer V-Budget
<b>Members</b>	Lorenzo O. Capacio, Ed.D Chief, SGOD Bonifacio M. Palo Public School District Supervisor Ferdinand V. Mortera Senior Education Program Specialist
<b>Secretariat</b>	Paul John P. Arias Information Technology Officer I Pamela L. Astudillo Administrative Assistant III
<b>Support Staff</b>	Brayan B. Garces Administrative Aide VI Pablito B. Tolentino Utility Worker
<b>Legal</b>	Atty. Ophelia Pilar Rubio-Zamora Attorney III (on call)



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<b>Medical Staff</b>	Nancy L. Dequito Public Health Nurse I (on call)
<b>Driver</b>	Edgar Blasé Driver (on call)

3. The Division ETF shall render services based on the following schedule and functions:

<b>Date</b>	<b>Time</b>	<b>Activities</b>
May 8, 2016 (Sunday)	1:00 pm to 12:00 am	1. Inform and provide the teachers and personnel serving in the Election with technical and legal assistance in the course of the performance of their duties, as well as the precinct supervisors and support staff who served officially during the election. 2. Monitor and address specific election concerns, provided and informed the Regional and Central Office ETF with immediate report/s of all incidents/complaints on the election process within our jurisdiction using the Monitoring Forms; and, 3. Perform other related duties from time to time.
May 9, 2016 (Monday)	12:00 am to 12:00 am	
May 10, 2016 (Tuesday)	12:00 am to 6:00 pm	

4. All concerned are hereby informed of the following contact numbers of the Division Election Task Force:

<b>HOTLINE NUMBERS</b>	
Landline	088-3140094
Smart	09186277905
TM	09972618516

5. Payment of overtime pay to qualified personnel who will compose the Division Election Task Force is hereby authorized, subject to availability of funds and existing auditing rules and regulations.
6. For compliance.

Encl:

As stated

Copy furnished:

Records Section

AO File