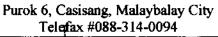


Republic of the Philippines Department of Education Region X

DIVISION OF MALAYBALAY CITY





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TO:

Assistant Schools Division Superintendent

Chief Education Supervisors & Staff, CID & SGOD

Public Elementary and Secondary School Heads

This Division

From:

HEBONFAMÍZ R. BAGUIO

Schools Division Superintendent

Date:

April 30, 2018

Subject:

ESTABLISHMENT OF THE 2018 DIVISION ELECTION TASK

FORCE IN CONNECTION WITH 2018 BARANGAY AND

SANGGUNIANG KABATAAN ELECTIONS ON MAY 14, 2018

1. Regional Memorandum No. 232, s. 2018 requires all Divisions to establish 2018 Division Election Task Force on May 13 – 15, 2018.

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

Chairman	Sunny Ray F. Amit				
	Assistant Schools Division Superintendent				
Co-	Lorenzo O. Capacio				
Chairman	Chief Education Supervisor, SGOD				
Members	Jutchel L. Nayra, DPA				
	Administrative Officer V				
	Rosie A. Salupado				
	Education Program Supervisor, SGOD				
	Sibyl L. Maputi				
	Administrative Offer V-Budget				
Secretariat	Paul John P. Arias				
	Information Technology Officer I				
	Pamela L. Astudillo				
	Administrative Assistant III				

Support Staff	Bryan B. Garces Administrative Aide VI Paterno T. Padua Jr Project Development Officer I		
Legal Officer	Atty. Ophelia Pilar Rubio-Zamora Attorney III (on call)		
Medical Staff	Dr. Marcosjolita K. Fulgencio Dentist		
Driver	Edgar Blasé Driver (on call)		

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

Date	Time	Activities
May 13, 2018 (Sunday) May 14, 2018 (Monday) May 15, 2018	1:00 PM to 12:00 AM 12:00 AM to 12:AM 12:AM to	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.
(Tuesday)	6:00PM	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.

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

HOTLINE NUMBERS			
Landline	088-3140094		
TM	0995 538 0601		

- 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 rules and regulations.
- 6. For compliance.

Copy furnished: Records Unit

TO BE POSTED THE WEBSITE