



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

60327

April 7, 2022

REGIONAL MEMORANDUM

No. **337**, s. 2022

**SUBMISSION OF LOCAL ELECTION TASK FORCE (ETF) MEMBERS'
DETAILS AND CASCADING OF TRAINING**

To: Schools Division Superintendents
Regional and Division Election Task Forces
All Others Concerned

1. Attached is a Memorandum OUA Memo 00-0422-0042 dated 06 April 2022 with the subject: Submission of Local EFT Member's Details and Cascading of Training on or before April 13, 2022.
2. Relative thereto, the Schools Division Superintendents are directed to submit the details of the SDO designated Local Election Task Force using the attached template on or before **April 11, 2022** to the DepEd Central Office and to this Office via email address: **marc.bragado@deped.gov.ph** and **region8@deped.gov.ph**, respectively. Likewise, all members of the Regional and Division ETF are advised to register thru the link **https://bit.ly/ETF2022_Confirmation** pursuant to DepEd Memorandum No. 10, s. 2022.
3. Immediate dissemination of and compliance with this Memorandum are desired.


EVELYN R. FETALVERO, CESO IV

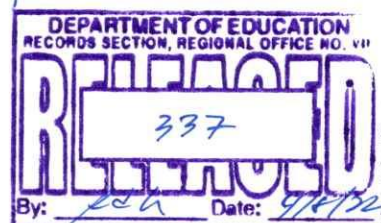
Regional Director

Enclosure: Template

Reference: As stated

To be indicated in the Perpetual Index
under the following subjects:

NATIONAL AND LOCAL ELECTIONS



TASK FORCE

AD-PS-EDR



Republic of the Philippines
Department of Education
REGIONAL OFFICE VIII - EASTERN VISAYAS
Government Center, Candahug, Palo, Leyte

2022 DIVISION ELECTION TASK FORCE (ETF) FOR THE 2022 MAY 09 NATIONAL AND LOCAL ELECTIONS

Name	Division	Position	Designation	Salary Grade	Email Address	Contact Number

Submitted by:

Schools Division Superintendent



OUAD00-6422-0042
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Republika ng Pilipinas

Kagawaran ng Edukasyon

Tanggapan ng Pangalawang Kalihim

4/7/22 5:12 PM
OUA MEMO 00-0422-0042

MEMORANDUM

06 April 2022

For: **Regional Directors**
Schools Division Superintendents

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.

For information and compliance.

ALAIN DEL B. PASCUA

Undersecretary



[Handwritten signature of Alain Del B. Pascua]



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)]

Department of Education, Central Office, Meralco Avenue, Pasig City
Rm 519, Mabini Bldg; Mobile: +639260320762; Tel: (+632) 86337203, (+632) 86376207
Email: usec.admin@deped.gov.ph; Facebook/Twitter @depeditayo



Republic of the Philippines
Department of Education

02 MAR 2022

DepEd MEMORANDUM

No. **010**, s. 2022

**ESTABLISHMENT OF THE 2022 DEPED ELECTION TASK FORCE AND ITS OPERATION
AND MONITORING CENTER IN THE CENTRAL, REGIONAL AND SCHOOLS/CITY
DIVISION OFFICES IN CONNECTION WITH THE MAY 09, 2022
NATIONAL AND LOCAL ELECTIONS**

To: Undersecretaries
Assistant Secretaries
Minister, Basic, Higher, and Technical Education, BARMM
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
Public 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 to ensure free, orderly, honest, peaceful and credible elections, the **2022 DepEd Election Task Force (ETF) Operation and Monitoring Center for the May 09, 2022 National and Local Elections (NLE)** shall be established at the *Bulwagan ng Karunungan*, DepEd Central Office, Meralco Avenue, Pasig City, starting at 1:00 p.m. of **May 08, 2022** and ending at 5:00 p.m. of **May 10, 2022**.
4. Undersecretary Alain Del B. Pascua and Undersecretary Revsee A. Escobedo are designated as Chair and Vice Chair of the DepEd ETF Operations and Monitoring Center, respectively. They shall create committees and appoint its respective chairs and vice chairs, for approval of the Secretary. The creation of such committees and appointment of its respective chairs and vice chairs shall be made weeks before the day of NLE for preparatory purposes.
5. The Committee Chairs and Vice Chairs shall immediately constitute and submit the names of their members, for the approval of the Chair and Vice Chair of the DepEd ETF.
6. Likewise, all regional and schools/city division offices of the Department are authorized to establish their respective ETF Operations and Monitoring Centers on the same schedules mentioned above.

7. The functions of 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 the 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 NLE; and
 - e. complement the other government agencies' efforts for an honest, orderly and peaceful election.
8. The conduct of nationwide orientations, trainings/fora to brief teachers and officials who are members of the ETF shall be organized, subject to the budget as may be allocated by the Undersecretary for Finance and approved by the Secretary. The orientation, trainings/fora shall cover the procedures on the use of digital signatures, enhancement and updates to the mobile monitoring application systems, COVID-19 protocols, do's and don'ts before, during, and after the Elections, and other election-related concerns.
9. All ETF officials and members in the central, regional and schools division Offices are required to attend the orientation, trainings and other fora, subject to availability of funds and approval of their respective executive committee officials, regional directors (RDs) and schools division superintendents (SDSs). The schedule of the aforementioned trainings shall be announced through the issuance of a separate memorandum.
10. All RDs and SDSs are enjoined to submit a list of five officials/employees who will compose its ETF, with their respective designation, position, salary grade, DepEd email address, and contact information (Globe/Smart). They are to submit the aforementioned data to the Office of the Director for Procurement Management Service on or before March 07, 2022 through email at mare.bragado@deped.gov.ph.
11. The five designated members of the regional and division ETF are directed to register through https://bit.ly/ETF2022_Confirmation for monitoring and reporting purposes.
12. The ETF will 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 Election Board, as well as DepEd nonteaching personnel who will serve during the May 09, 2022 National and Local Elections.
13. The Operation and Monitoring Center shall also serve as DepEd institutional link to volunteer organizations, individuals, as well as partner agencies involved in the conduct of the 2022 National and Local Elections.
14. All DepEd officials and personnel, being in the civil service, are reminded not to intervene directly or indirectly in any election campaign or engage in any partisan political activity, except to vote.

15. The grant of honoraria to officials and personnel who will render services to their respective ETFs shall be subject to existing Commission on Audit rules and regulations and relative to the Department of Budget and Management issuance on the matter. Payments of overtime pay or grant of compensatory time-off to qualified personnel in the central, regional, and schools/city division offices who will compose the DepEd ETF are authorized, subject to the availability of funds and existing auditing rules and regulations, as well as the pertinent Civil Service laws.

16. The ETF must ensure that funds be provided to enhance the DepEd Mobile App to meet the new requirements and reports needed from the field as well as conduct field monitoring.

17. For more information, please contact the **Office of the Undersecretary for Administration**, Department of Education (DepEd) Central Office, 5th Floor Mabini Building, DepEd Central Office, DepEd Complex, Meralco Avenue, Pasig City, through email at usec.admin@deped.gov.ph or telephone numbers (02) 8637-6207 and (02) 8633-7203.

18. Immediate dissemination of this Memorandum is desired.


LEONOR MAGTOLIS BRIONES
Secretary

Reference:

DepEd Memorandum No. 065, s. 2016



To be indicated in the Perpetual Index
under the following subjects:

BUREAUS AND OFFICES
COMMITTEES
ELECTION
EMPLOYEES
FUNDS
OFFICIALS
SCHOOLS
TEACHERS



OUAD00-0422-0042
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Kagawaran ng Edukasyon

Tanggapan ng Pangalawang Kalihim

OUA MEMO 00-0422-0042

MEMORANDUM

06 April 2022

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Schools Division Superintendents**

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For information and compliance.

ALAIN DEL B. PASCUA

Undersecretary



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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)]

Department of Education, Central Office, Meralco Avenue, Pasig City
Rm 519, Mabini Bldg; Mobile: +639260320762; Tel: (+632) 86337203, (+632) 86376207
Email: usec.admin@deped.gov.ph; Facebook/Twitter @depedtayo

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