



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

January 22, 2025

REGIONAL MEMORANDUM

No. **078** s. 2025

**APPLICATION FORMS FOR LOCAL ABSENTEE VOTING FOR
THE NATIONAL AND LOCAL ELECTIONS**

To: Schools Division Superintendents
All Others Concerned

1. Attached is a communication from the Commission on Elections, Committee on Local Absentee Voting (CLAV) dated January 17, 2025, and in accordance with COMELEC Resolution No. 11091, which provides that any government employees, who are duly registered voters, are encouraged to apply for Absentee Voting in places where they are not registered voters but where they are temporarily assigned to perform election duties on election day.
2. All interested applicants who would like to avail of the said Local Absentee Voting may accomplish the forms and transmit the same not later than **March 10, 2025** directly to the Committee on Local Absentee Voting (CLAV) c/o ECAD, Commission on Elections, 8th Floor, Palacio del Gobernador Bldg., Intramuros, Manila.
3. Immediate dissemination with this Memorandum is desired.


EVELYN R. FETALVERO, CESO III



Enclosures: Memorandum,
References: None

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

National and Local Election

Absentee Voting Forms

ORD-LU-MJSC



Republic of the Philippines
COMMISSION ON ELECTIONS
Manila



COMMITTEE ON LOCAL ABSENTEE VOTING (CLAV)

January 17, 2025

EVELYN R. FETALVERO

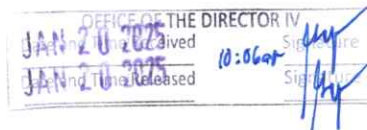
Regional Director – Region VIII

Gov't. Center, Candahug, Palo, Leyte

region8@deped.gov.ph

Dear Miss Fetalvero,

Greetings!



The Commission on Elections is now preparing for Local Absentee Voting for the May 12, 2025 National and Local Elections.

Attached herewith are copies of Comelec Resolution No. 11091 promulgated on January 3, 2025 entitled **Rules and Regulations on Local Absentee Voting in Connection with the May 12, 2025 National and Local Elections** together with the Application Form/s for Local Absentee Voting (LAV Form No. 1) and the form for the List of Registered Voters Who Will Avail of Local Absentee Voting (LAV Form No. 2).

In order to afford all personnel sufficient information on how they could avail of the Local Absentee Voting System, please help the Commission disseminates the aforesaid Comelec Resolution and LAV Forms to all your stations/units. It is further informed that copies of the said Resolution and forms may be reproduced or downloaded from the Comelec website www.comelec.gov.ph. All duly accomplished application forms and certified Lists of Applicants shall be transmitted not later than March 10, 2025 directly to the Committee on Local Absentee Voting (CLAV) c/o ECAD, Commission on Elections, 8th Floor, Palacio del Gobernador Bldg., Intramuros, Manila.

Further, for proper coordination and implementation of the system, may we also respectfully request that the Committee be furnished with the complete addresses and contact persons together with the contact numbers of said Stations/Units whose personnel wish to avail of Local Absentee Voting.

For further information, you may contact the Committee at telephone number (8) 5222912 and mobile number 09085157913 .

Let us join hands in enabling our AFP personnel to exercise their right of suffrage despite their assignment on election day to areas outside their places of registration.

Thank you very much.

Very truly yours,

ATTY. JENNY VI M. RAZON
Group Head, Regions 7 & 8

JAN 20 2025

Encls.: a/s

/eca:afp



Republic of the Philippines
COMMISSION ON ELECTIONS
 Committee on Local Absentee Voting

MAY 12, 2025 NATIONAL AND LOCAL ELECTIONS

APPLICATION TO AVAIL OF LOCAL ABSENTEE VOTING

1. **PERSONAL DATA:** (Please use the same name as appearing in your registration record.)

(a) Name: _____

(Surname)

(First name)

(Middle name)

(b) Sex: Male ☐ Female ☐ Gender: (Specify) _____

(c) Civil Status: Single ☐ Married ☐ Widow/er ☐

(d) Date of Birth: _____ Place of Birth: _____

(e) Contact Numbers: Mobile: _____ HQ/Office Tel. No.: _____

Email address: _____

2. **I AM A REGISTERED VOTER OF:**

(f) _____
 (Precinct No./Barangay) (City/ Municipality) (Province)

3. **I WANT TO AVAIL OF LOCAL ABSENTEE VOTING BECAUSE I WILL BE ASSIGNED ON ELECTION DAY TO PERFORM ELECTION DUTIES/COVER AND REPORT ON THE CONDUCT OF ELECTIONS OUTSIDE THE PLACE WHERE I AM A REGISTERED VOTER**

Please check the appropriate box:

(g) ☐ I am a government official/employee
 Government Office _____
 Position _____
 Place of Assignment on Election Day _____

 Name of Head of Office/Supervisor _____

(h) ☐ I am a member of the AFP
 Rank _____
 Unit _____
 Serial Number _____
 Place of Assignment on Election Day _____

 Name of Commanding Officer _____

(i) ☐ I am a member of the PNP
 Position/Rank _____
 Place of Assignment on Election Day _____

 Name of Station Head _____

(j) ☐ I am a member of the media
 Position _____
 Place of Assignment on Election Day _____

 Name of Head of Company _____

I hereby certify that the above declarations are true and correct.

 (Signature of applicant above printed name)

SUBSCRIBED AND SWORN to before me this _____ day of _____, 2025 at _____, Philippines.

 (Signature above printed name)
 Officer Authorized to Administer Oath

Republic of the Philippines
COMMISSION ON ELECTIONS
Committee on Local Absentee Voting

MAY 12, 2025 NATIONAL AND LOCAL ELECTIONS
LIST OF APPLICANTS FOR LOCAL ABSENTEE VOTING

OFFICE/UNIT/STATION: _____ ADDRESS: _____

[illegible]

CERTIFICATION

This is to certify that herein applicants are bona fide members/employees of _____ with office address at _____
_____ This is to further certify that the above-named applicants will be assigned on election day outside the place where they are registered voters to perform election-related duties or due to the performance of their functions in covering and reporting on the elections.

(Signature above printed name)

SUBSCRIBED AND SWORN to before me this _____ day of _____, 2025, at _____, Philippines.

(Signature above printed name)
Officer Authorized to Administer Oath