



Republic of the Philippines

Department of Education

Region VII, Central Visayas

DIVISION OF CEBU PROVINCE

Sudlon, Lahug, Cebu City



October 17, 2013

DIVISION MEMORANDUM

No. 637, s. 2013

**ESTABLISHMENT OF THE 2013 DIVISION OFFICE ELECTION TASK FORCE
OPERATION CENTER IN CONNECTION WITH THE
OCTOBER 28, 2013 BARANGAY ELECTIONS**

TO: OIC, Assistant Superintendents
Division Supervisors/Coordinators
District Supervisors/OICs/Caretakers
Elementary and Secondary School Heads
Administrative Officer V

1. In compliance to DepEd Memorandum No. 89, s. 2013 dated October 1, 2013, the 2013 DEPED DIVISION OFFICE ELECTION TASK FORCE is hereby created with the following composition:

Chairman	:	Dr. Arden D. Monisit, SDS
Co-Chairman	:	Dr. Leah P. Noveras, OIC-ASDS
Action Officers	:	Mr. Jeremy Denampo, AO V Ms. Fe Calagos, Legal Aide V
Technical Support	:	Mr. Pablito Catubay, EDP Mr. Floren Semblante, Records Officer
Call Center	:	Ms. Janice Tan, Admin. Asst. II (1 st Cong. Dist.) Ms. Gershwin Maceren, Admin. Asst. III (2 nd Cong. Dist.) Mrs. Cathy Abella, Admin. Asst. III (3 rd Cong. Dist.) Ms. Vivina Lavares, Admin. Asst. II (4 th Cong. Dist.) Mrs. Emyrose Ylanan, Admin. Asst. III (5 th Cong. Dist.) Ms. Joewena LaGuardia, Admin. Asst. II (6 th Cong. Dist.) Mr. Mark Ylanan, Admin Asst. II (External Queries)
Support Unit	:	Mr. Abraham Gatchalian, Admin. Aide/Driver

Telephone Numbers:

Schools Division Superintendent:

(032) 255-6405

Asst. Schools Division Superintendent:

(032) 4147457

Website: www.depedcebuprovince.ph

E-mail Add: depedcebuprovince@yahoo.com

Teachers' Legal Assistance and Technical Unit: Atty. Alfonso Saniel

2. The 2013 DepEd Division Office Election Task Force Operation Center will be established in the DepEd Division Office (2nd floor), Sudlon, Lahug, Cebu City starting 1:00 PM of October 27, 2013 and ending on 12:00 noon of October 29, 2013.

3. The said Task Force will ensure that employees of the Department, both teaching and non-teaching, shall be provided with adequate information, technical and legal assistance in the course of the performance of their duties as Board of Election Tellers (BETs), as well as principals, supervisors, and other support staff who will serve during the October 28, 2013 Barangay Elections.

4. The Task Force shall also serve as DepEd's institutional link to volunteer organizations, individuals, media, as well as partner agencies involved in the Elections.

5. All schools are hereby directed to coordinate with the Division Office Task Force and submit a report of the incidents/complaints regarding the conduct of the Election through the following means, to wit:

Landline Numbers: 5203216, 5203217, 5202630, 2364628

Telefax Numbers: 2556405, 2364625, 2364644

Mobile Numbers: LPN – 09285022199 (Smart) 09173230556 (Globe)

Jeremy – 09292102371 (Smart) Janice – 09223893048 (Sun)

Gershwin – 09062447147 (Globe) Cathy – 09239737448 (Sun)

6. Expenses for the honorarium, establishment and operation of the Division Election Task Force shall be charged to Division Maintenance and Other Operating Expenses (MOOE), subject to the usual accounting and auditing rules and regulations.

7. Immediate and wide dissemination of this Memorandum is greatly desired.


ARDEN D. MONISIT, Ed. D.
Schools Division Superintendent

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