



**MAY 06 2016**

**DIVISION MEMORANDUM**

No. 222, s. 2016

**CREATION OF DIVISION AND DISTRICT ELECTION TASKFORCE**

To: Assistant Superintendents  
All Concerned

1. In line with the May 9, 2016 National and Local Election, this Office shall establish a Division Election Task Force Center at the Division Social Hall, IPHO Building Sudlon, Lahug, Cebu City. The Center shall be operational starting 1:00 P.M. of May 8, 2016 and ends at 6:00 P.M. of May 10, 2016.
2. The Division ETF will ensure that teachers serving as BEIs as well as other school personnel who will serve during the May 9, 2016 Automated National and Local Elections shall be provided with adequate information in the course of the performance of their duties as members of the Board of Election Inspectors (BEIs)/support staff.
3. The Division Election Task Force is composed of the following personnel of this Division:

<b>Name</b>	<b>Designation</b>	<b>Contact Number</b>
Mr. Roseller N. Gelig	Assistant Superintendent	09276814181
Dr. Novie Mangubat	Division Chief	09428238512
Dr. Mary Ann Flores	Division Chief	09328771798
Mr. Jeremy C. Denampo	Administrative Officer V	09268324178
Mr. Floren Semblante	HRMO Designate	09061641603
<b>Support Staff</b>		
Allen Gatchalian	Driver	
Rodrigo Lirasan	Driver	
Virgilio Castillo	Driver	
Gerry Fabillar	Driver	09993484625
Rose Arcillas	ADAS III	09268324178
Rica Marie Versoza	ADAS II	09154812289

Rebecca Coyoca	ADA VI	09322198276
Elisa Martinez	ADA 1	09064458966
Fe Calagos	Legal Aide	09065869993
Michelle Buot	ADAS III	09177796510
Jose Aclan	ADA VI	09088101197
Pablito Catubay Jr.	ADA 1	09362109204
Claire Therese Jusay	ADAS III	09185480713
Johnny Tautho	ADAS III	09432546380
Suzette Alvarado	ADAS II	09264249454

4. The District Offices are also directed to organize their own District Election Task Force and to submit the names of the members on or before May 6, 2016. The composition shall be at least three personnel holding permanent plantilla position who shall be in-charge of the District Election Task Force Center on the same dates and schedule mentioned above.
5. The District ETF shall report directly to the Division ETF.
6. DepEd personnel who will serve in the ETF shall be given service credits/leave credits/compensatory time-off equivalent to the number of hours rendered in excess of their regular working hours.
7. Expenses incurred in the conduct of the activity shall be charged against Division funds subject to its availability and the usual accounting and auditing rules and regulations.
8. Immediate dissemination of this Memorandum is desired.

  
**RHEA MAR/A ANGTUD, ED.D., CESO VI**  
 Schools Division Superintendent