



Republic of the Philippines
Department of Education
 REGION II - CAGAYAN VALLEY
 SCHOOLS DIVISION OF BATANES

May 9, 2025

DIVISION MEMORANDUM

No. 119 s. 2025

**COMPOSITION OF THE 2025 DIVISION ELECTION TASKFORCE (ETF) AND
 ESTABLISHMENT OF ETF OPERATION AND MONITORING CENTER IN
 CONNECTION WITH THE NATIONAL AND LOCAL ELECTIONS ON MAY 12,
 2025**

To: Assistant Schools Division Superintendent
 Chief Education Supervisors
 Education Program Supervisors
 Elementary and Secondary School Heads
 All Others Concern

1. In reference to DepEd Memorandum No. 037, s. 2025 dated April 22, 2025, "Creation of the 2025 Department of Education Election Task Force in Connection with the National and Local Elections on May 12, 2015, the Schools Division of Batanes informs the field of the composition and establishment of the 2025 Election Task Force (ETF) in connection with the May 12, 2025 National and Local Elections.
2. The composition of SDO Batanes Election Task Force (ETF) is indicated in the following matrix:

Name	Position	ETF Designation	Contact Number
Dante J. Marcelo PhD. CESO V	ASDS	Chairman	09283771722
Violeta B. Gasilao	CES-CID	Vice Chair	09294354227
Fred V. Gimenez	PDO II	Member	09219392132
Janna Jesusa S. Lim	Accountant 1	Member	09350921645
Shirley V. Escalona	Budget Officer	Member	09496623929
Grentt Dale Calosa	Nurse II	Member	09499796213
John Christopher M. Valenzuela	Division Engineer	Member	09058445367
Maphe Poncio	ADAS III	Member	09096779699
Jaime B. Villarta	Dental Aide	Member	09086697299
Elmer A. Batallones	ADA IV	Member	09195379261



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3 The functions of Division ETF members include, but are not limited, to the following

a. Maintain an Operation and Monitoring Center to document and report all teachers and school-related issues and concerns before, during and after the Elections.

b. Ensure that teachers are provided with and/or adequate information, technical and legal assistance during 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 2025 National & Local Elections.

e. Complement the other government agencies' efforts for an honest, orderly, and peaceful election.

4 The Division ETF will ensure that teachers shall be provided with adequate information, and technical and legal assistance during the performance of their duties as members of the Election Board, as well as DepEd non-teaching personnel who will serve during May 12, 2025, National and Local Elections.

5 The Division Election Task Force (DETF) Operation and Monitoring Center shall be established at the Schools Division Office, Kaychanarianan Basco, Batanes starting at 8:00 A.M. on May 11, 2025, and ending at 5:00 P.M. on May 13, 2025, Tuesday.

6 The Operation and Monitoring Center shall serve as DepEd institutional link to volunteer organizations, individuals, as well as partner agencies involved in the conduct of the 2025 Local and National Elections.

7. All DepEd Division, district, and school 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.

8. All ETF members shall be entitled to honoraria or service credit subject to the availability of funds and in compliance with applicable issuances of the Commission on Audit and the Department of Budget and Management.

9. For guidance and strict compliance.


ALFREDO B. GUMARU JR. EdD, CESO V
Schools Division Superintendent

Reference:



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As of:	Jul 2, 2018	Page:	2