



Republic of the Philippines
Department of Education
Region IX, Zamboanga Peninsula
DIVISION OF PAGADIAN CITY



APRIL 29, 2025

DIVISION MEMORANDUM

No. 109, s. 2025

**CONSTITUTION OF THE DIVISION ELECTION TASK FORCE (ETF) IN
CONNECTION WITH THE NATIONAL AND LOCAL ELECTIONS ON
MAY 12, 2025**

TO: Assistant Schools Division Superintendent
Chiefs of the SGOD and CID
Public Schools District Supervisors/District-In-Charge
Elementary and Secondary School Heads
Teaching and Non-Teaching Personnel
This Division

1. Pursuant to **DepEd Memorandum No. 37, s. 2025** or the **Creation of the 2025 Department of Education Election Task Force in Connection with the National and Local Elections on May 12, 2025**, a copy of which is attached herewith for reference, a Division Election Task Force is hereby constituted to aid in ensuring the conduct of a free, orderly, honest, peaceful, and credible elections through the appointment of a Technical Support Group.
2. In line thereto, the Division Election Task Force shall be composed of the following:

CHAIRPERSON:

DANNY B. CORDOVA, EdD., CESO V

VICE CHAIRPERSON:

JUDITH V. ROMAGUERA, EdD., CESO VI

MEMBERS:

MA. MADELENE P. MITUDA, EdD.

MARIA DIOSA Z. PERALTA, MaEd.

ATTY. THERESE ANGELIE M. CAMACHE

LOCKE D. JUSAY

IVY B. JAMELLARIN-ESTADILLA, JD

MYRIEN GLIE T. MIER

ALGIE B. REGANON – MT II

MARLON E. CADUYAC



Republic of the Philippines
Department of Education
Region IX, Zamboanga Peninsula
DIVISION OF PAGADIAN CITY

RELEASED

Date/Initial:
DepEd, Division of Pagadian City

SUPPORT STAFF:

MOHAMMAD ZUHAIR N. UNGAD- DRIVER
JEFFRY B. PUERTO- DRIVER

3. The function of ETF members shall include, but are not limited to, the following:
 - a. Maintain an Operation and Monitoring Center to document and report all DepEd personnel and school-related issues and concerns before, during, and after the Elections;
 - b. Ensure that DepEd personnel 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 2025 NLE; and
 - e. Complement the other government agencies' efforts for an honest, orderly, and peaceful election.
4. The DepEd NLE-ETF shall commence duty starting at 1:00pm on 11 May, 2025, and end at 5:00pm on 13 May, 2025.
5. Compensation relative to the services rendered as ETF members shall be in accordance with the guidelines set forth in DepEd Order No. 37, s. 2025 and Memorandum DM-OUOPS-2025-01-02592 or the *Guidelines on the Utilization of Program Support Funds for the Operations of the DepEd Election Task Force in Relation to the National and Local Elections on May 12, 2025*. On the other hand, members of the support staff shall only be entitled to either Compensatory Time-Off or Overtime Pay at the selection of the members.
6. Immediate dissemination and strict compliance with this Memorandum are enjoined.

DANNY B. CORDOVA, EdD., CESO V
Schools Division Superintendent