



Republic of the Philippines
Department of Education

REGION I
 SCHOOLS DIVISION OFFICE OF ALAMINOS CITY

SDO ALAMINOS
RELEASED
 2023-10-27
 RECORDS UNIT

Office of the Schools Division Superintendent

DIVISION MEMORANDUM
DM-2023-537

TO : Assistant Schools Division Superintendent
 Chief Education Supervisors-CID and SGOD
 2023 BSK-ETF Members
 All Department of Education Supervisors Official (DESO)
 All 2023 BSKE Chairpersons, Poll Clerks and Third Members
 All Other Concerned

**SUBJECT : 2023 DEPED BARANGAY AND SANGGUNIANG KABATAAN
 ELECTION TASK FORCE (BSK-ETF)**

FROM : Office of the Schools Division Superintendent

DATE : October 23, 2023

- Pursuant to Article IX-C, Section 4 of the 1987 Philippine Constitution, the Commission on Elections (COMELEC) has the power to deputize law enforcement agencies and instrumentalities of the government for the exclusive purpose of ensuring free, orderly, honest, peaceful and credible elections.
- The Department of Education (DepEd) is one of the national agencies deputized by COMELEC to ensure free, orderly, honest, peaceful and credible elections through the appointment of public school teachers to serve as chairpersons, poll clerks and third members of the Election Board, as well as technical support personnel and staff.
- In connection to this, this Office assigns the following SDO personnel to serve as members of the 2023 DepEd Barangay and Sangguniang Kabataan Election Task Force (BSK-ETF) starting at 1:00 PM on October 29, 2023 and ending at 5:00 PM on October 30, 2023 at the Schools Division Office of Alaminos City:

Chairperson	Dr. Vivian Luz S. Pagatpatan, CESO VI	SDS
Vice-chairperson	Dr. Marilu N. Cardenas	ASDS
Members	Dr. Arturo R. Viray	CES-SGOD
	Dr. Diana Marie G. Oiguan	SEPS-HRD with PR
	Ms. Joesilin B. Pol	EPS II-CID ALS
	Mr. Bjorn M. Cruz	PDO-DRRM
Secretariat	Mrs. Rachel Marie B. Pol	ADAS III
	Mr. Kharlo A. Pascua	ADA VI-Records unit
	Mr. Laurence M. Dela Cruz	ADA IV

With hundred reasons to serve!



Address: San Jose Drive, Poblacion, Alaminos City, Pangasinan
Telephone Number: (075) 205 - 0644
Website: depedalaminoscity.com
Email Address: alaminos.city@deped.gov.ph



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4. The functions of the BSK-ETF members include, but not limited to the following:
 - Maintain an operation and monitoring venue to document and to report all teachers and school-related issues and concerns before, during and after the election;
 - Ensure that all teachers who will serve in the 2023 BSKE 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;
 - Serve as DepEd institutional link to volunteer organizations and individuals;
 - Provide close horizontal and vertical coordination and consultation among DepEd, COMELEC, and other partner agencies involved in the 2023 BSKE, and
 - Complement the other government agencies' efforts for an honest, orderly and peaceful elections.
5. The BSK-ETF members are instructed to ensure that teachers shall be provided with adequate information, technical and legal assistance in the course of the course of the performance of their duties as members of the Election Board, as well as DepEd Non-Teaching personnel who will serve on October 30, 2023.
6. Moreover, the BSK-ETF shall also serve as DepEd institutional links to volunteer organizations, individuals and partner agencies which are involved in the conduct of the Barangay and SK elections.
7. All DepEd officials and personnel, being in the civil service, are strongly reminded not to intervene directly or indirectly in any election campaign or engage in any partisan political activity, except to vote.
8. The grant of the honoraria of officials and personnel who will render their services during the election shall be subject to existing COA rules and regulations, as well as issuances from the Department of Budget and Management. Payments of overtime or grant of compensatory time-off to personnel in the Division Office who will compose the DepEd BSK-ETF are authorized, subject to the availability of funds and existing auditing rules and regulations, including applicable Civil Service laws.

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9. For school and DepEd personnel-related issues and concerns regarding the 2023 BSKE, you may call (075)205-0644 or 09094192520, send message to DepEd Tayo Alaminos City, the Official FB page of SDO Alaminos City, or email alaminos.city@deped.gov.ph .
10. Immediate and widest dissemination of this Memorandum is earnestly desired.

VIVIAN LUZ S. PAGATPATAN PhD, CESO VI
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

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