



Republic of the Philippines  
Department of Education  
Region V (Bicol)  
**DIVISION OF CATANDUANES**  
Virac, Catanduanes



DIVISION MEMORANDUM

No. 126, s. 2018

To : Public Schools District Supervisors  
Secondary/Elem. Schools Heads  
Teachers  
All Concerned

From : *For: [Signature]*  
SOCORRO V. DELA ROSA, CESO VI  
Schools Division Superintendent

Subject: **ESTABLISHMENT OF THE 2018 DIVISION ELECTION TASK FORCE  
OPERATION AND MONITORING CENTER**

Date : May 11, 2018

1. In connection with the May 14, 2018 Synchronized Barangay and Sangguniang Kabataan Elections, the Schools Division Office of Catanduanes Election Task Force Operation Center shall be established at SDS Conference Room starting 2:00 PM of May 13, 2018 and ends at 12:00 noon of May 15, 2018.

The 2018 Division Election Task Force shall be composed of the following:

Chairman : SOCORRO V. DELA ROSA ✓  
Schools Division Superintendent  
CP No. 094944987482

Vice-Chairman : MA. LUISA T. DELA ROSA ✓  
Asst. Schools Division Superintendent  
CP No. 09994820365

Members : MIGUEL C. OGALINOLA  
Chief- SGOD  
CP No. 09202905204

ATTY. TITO M. TONIO ✓  
Attorney III  
CP No. 09216999074

EVA S. TOLENTINO ✓  
Administrative Officer V  
CP No. 09213327955  
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Education Program Supervisor  
CP No. 09998770908  
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NELSON T. SICIO  
Education Program Supervisor  
CP No. 09198220134

JEZRAHEL T. OMADTO  
Education Program Supervisor  
CP No. 09485505861

RELEASED

Office of the Schools Division Superintendent  
Division Office of Catanduanes

RECORDS SECTION  
MAY 11 2018

2:40 P.M.

[Signature]

2. The Division Task Force shall have the following functions:
  - a. Provide immediate assistance to teachers in need in their respective jurisdictions.
  - b. Coordinate with concerned government agencies, appropriate partner agencies/volunteer organizations/individuals and ensure assistance to teachers
  - c. Monitor and track down the resolution of issues and concerns and provide regular feedback to the National Election Task Force on the status of each case.
  - d. Concerns that can be addressed at the Division Level should be resolved in that level.
  - e. Submit a summary report of the complaints received for the day to the Regional Election Task Force.
  - f. Perform such other functions that may be assigned by authorized agencies and the Department of Education.
3. School Heads may coordinate with the Task Force on issues and concerns that necessitate assistance from Schools Division Office of Catanduanes.
4. For information, wide dissemination and compliance of all concerned.