



Republic of the Philippines  
**Department of Education**  
 CORDILLERA ADMINISTRATIVE REGION  
**SCHOOLS DIVISION OF BAGUIO CITY**



October 20, 2023

DIVISION MEMORANDUM

No. **436-2023**

**CREATION OF THE 2023 BARANGAY AND SANGUNIANG KABATAAN-DIVISION ELECTION TASK FORCE (BSK-DETF) AND ITS OPERATION AND MONITORING CENTER**

To: All Chief Education Program Supervisors  
 Public Schools District Supervisors  
 Education Program Supervisor  
 Public School Heads  
 Teaching and Non-Teaching Personnel  
 Others concerned

1. In compliance to DepEd Memorandum No. 063 s. 2023 titled Establishment of the 2023 Department of Education Election Task Force and its Operation and Monitoring Center in Connection with the 2023 Barangay and Sanguniang Kabataan Elections on October 30, 2023, and relative to Regional Memorandum No. 639, s. 2023 titled Composition of the 2023 Barangay and Sanguniang Kabataan-Regional Election Task Force (BSK-RETF), this Office hereby creates its Barangay and Sanguniang Kabataan-Division Election Task Force (BSK-DETF) and its Operation and Monitoring Center.

2. The creation of the BSK-DETF aims to ensure that teachers shall be provided with adequate information, technical and legal assistance in the course of the performance of their duties as members of the Electoral Board, as well as DepEd nonteaching personnel who will serve in the October 30, 2023 BSKE. Likewise, the Operation and Monitoring Center, which is located at the Division Office Conference Hall, shall serve as DepEd institutional links to volunteer organizations, individuals, and partner agencies involved in the conduct of the 2023 BSKE.

3. The BSK-DETF shall be composed of the following:

NAME	DESIGNATION	CONTACT DETAILS
Soraya T. Faculo PhD, CESO VI OIC-Schools Division Superintendent	Chairperson	09171066114 <a href="mailto:soraya.faculo@deped.gov.ph">soraya.faculo@deped.gov.ph</a>
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<b>Support Staff</b> Ludy Jane Feliciano Valerie Tuquero Charlie Doctu Peter Lid-ayan		

3. The BSK-DETF shall have the following functions:
  - a. Maintain an Operation and Monitoring Center to document and report all teachers and school-related issues and concerns before, during, and after elections;
  - b. Ensure that teachers 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 2023 BSKE; and
  - e. Complement the other government agencies' effort for an honest, orderly, and peaceful elections.
  
4. All expenses incurred, including the payment of overtime pay or grant of compensatory overtime credits to the aforementioned members of the BSK-DETF, shall be authorized subject to availability of funds and existing auditing rules and regulations, as well as the pertinent Civil Service Laws.
  
4. Immediate dissemination of and compliance with this memorandum are desired.

  
**SORAYA T. FACULO PhD, CESO VI**  
Schools Division Superintendent

