



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



February 12, 2025

DIVISION MEMORANDUM
No. **120-2025**

**COMPLETING THE REQUIRED INFORMATION IN THE PROVIDED LINK FOR
ELECTORAL BOARD (EB) AND ELECTORAL BOARD SUPPORT STAFF (EBSS)
FOR THE 2025 NLE**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Public Schools District Supervisors
Public and Private School Heads
Teaching and Non-teaching Staff
All Others Concerned

1. In preparation for the 2025 National and Local Elections (NLE), the COMELEC through this Office, requests the Electoral Boards (EBs) and Electoral Board Support Staff (EBSS) to complete the required information as specified in the provided link.

2. Please note that employees not listed in the provided link for EBs have already completed their details. Below are the links that must be completed on or before February 14, 2025 at 12:00 n.n. **Employees who are unable to complete the information by the deadline will be replaced.**

Link for EB: <https://shorturl.at/oF6fP>
Link for EBSS: <https://shorturl.at/iS7AG>

3. For any queries, please contact Mr. Erick Arciaga at the SDO Personnel Unit via Messenger at Erick Shags.

4. For information, guidance and strict compliance.

SORAYA T. FACULO PhD, CESO VI
Schools Division Superintendent

OSDS/AS/nde

