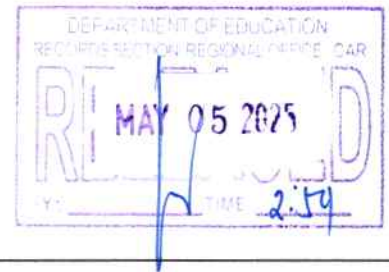




Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION



May 5, 2025

REGIONAL MEMORANDUM

No. 306.2025

**COMPOSITION OF THE 2025 NATIONAL AND LOCAL ELECTIONS - REGIONAL
ELECTION TASK FORCE (NLE-RETF)**

To: Assistant Regional Director
Schools Division Superintendents
All Others Concerned

1. In reference to **DM No. 037, s. 2025 "Creation of the 2025 Department of Education Election Task Force in Connection with the National and Local Elections on May 12, 2025"**, enclosed is the composition of the 2025 National and Local Elections - Regional Election Task Force (NLE-RETF) and its corresponding duties and responsibilities. This is to ensure effective execution of the 2025 NLE and that teachers and other DepEd personnel within the region who will render election services shall be provided with adequate technical and legal assistance in the course of the performance of their duties during the upcoming 2025 NLE.
2. The 2025 NLE-RETF Operation and Monitoring Center shall be established at the **DepEd-CAR Regional Office, Wangal, La Trinidad, Benguet** starting at **1:00 p.m. of May 11, 2025 (Sunday)** and end at **5:00 p.m. of May 13, 2025 (Tuesday)**.
3. NLE-ETF in the Schools Division Offices are directed to coordinate with the Regional ETF for concerns and issues that may arise during the election period.
4. All expenses incurred relative to this activity shall be charged against downloaded funds from the Operational Expenses of the DepEd ETF, specifically classified under MOOE expense category. (ref. Item II Funding Requirement, DM-OUOPS-2025-01-02592).
5. For more details, kindly contact the **Administrative Services Division** at **Tel. No. 422-1318 or 422-1804** or through email at **car.admin@deped.gov.ph**.
7. For strict compliance of all concerned.


ESTELA P. LEON - CARIÑO EdD, CESO III
Director IV/ Regional Director 

ASD/MAB/050525
2025NLE-RETF



Address: DepEd-CAR Complex, Wangal, La Trinidad, Benguet, 2601
Telephone No: (074) 422 – 1318
Email Address: car@deped.gov.ph



DepEd Tayo Cordillera



<https://depedcar.ph>



2025 NATIONAL AND LOCAL ELECTIONS (NLE)*May 12, 2025***REGIONAL ELECTION TASK FORCE (RETF)**

Name and Designation	Duties and Responsibilities
<p>Chairperson: Estela P. Leon-Cariño EdD, CESO III <i>Director IV/ Regional Director</i></p> <p>Vice-chairperson: Ronal B. Castillo, CESO V <i>Director III/ Assistant Regional Director</i></p> <p>Members: Maksim A. Botilas Cristina L. Paquit Atty. Vanessa B. Flora Jumar B. Yago-an Cyrille Gaye B. Miranda</p> <p>Members (Secretariat): Vandolph B. Flora Daisy P. Eswat Nadia G. Ossic Manilyn D. Botilas Ton B. Gabino</p> <p>Support Staff / Drivers: Gladys Ann F. Baldo Anthony B. Bagano Gregorio Gringo R. Cacacho</p>	<ol style="list-style-type: none"> 1. Maintain an Operation and Monitoring Center to document and report all teacher and school-related issues and concerns before during and after the election 2. 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 3. Serve as DepEd institutional link to volunteer organizations and individuals 4. Provide close horizontal and vertical coordination and consultation among DepEd, COMELEC and partner agencies involved in the 2025 NLE 5. Complement the other government agencies' efforts for an honest, orderly and peaceful election 6. Conducts monitoring to school precincts during the election period