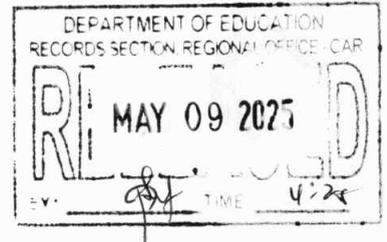




Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION



May 9, 2025

REGIONAL MEMORANDUM
No. 321-2025

**INCIDENT REPORTING PLATFORM DURING THE CONDUCT
OF THE 2025 NATIONAL AND LOCAL ELECTIONS**

To: Assistant Regional Director
Schools Division Superintendents
RO and SDO ETF Members
All Others Concerned

1. For the effective implementation of the monitoring mechanism during the conduct of the 2025 NLE, this Office through the Regional Election Task Force (RETF) hereby disseminates the **RETF Command Center Hotlines, (Enclosure 1)** and **Types of Incidents and Online Incident Report Form/Link (Enclosure 2)**.
2. With the foregoing, all Schools Division Offices are to disseminate through their official communication channels their ETF hotlines and to record received incident reports using the link indicated in **Enclosure 2**.
3. 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**.
4. For strict compliance of all concerned.


Digitally signed by ESTELA P. LEON-CARIÑO EdD, CESO III
Date: 2025.05.09 15:27:29 +08'00'
ESTELA P. LEON - CARIÑO EdD, CESO III
Director IV/ Regional Director

ASD/MAB/050925
2025ETFReporting



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>



Certificate No. PHP QMS
24 93 0192

2025 NATIONAL AND LOCAL ELECTIONS (NLE)
May 12, 2025

REGIONAL ELECTION TASK FORCE (RETF) COMMAND CENTER HOTLINE

Hotline and Help Desk Operations		
RETF Main Hotline	<ul style="list-style-type: none">• (074) 422-1318 loc 1215• Viber Group (CAR ETF 2025)• 0920 365 5151 (CAO Maksim)	<ul style="list-style-type: none">• Unresolved or escalated issues requiring immediate attention• Incident reports involving teachers, DepEd personnel members of electoral board, DESOs, DESOS SS
Real-Time Monitoring (ETF)	<ul style="list-style-type: none">• (02) 8631-8492 /• (02) 8633-5313	<ul style="list-style-type: none">• Coordination line on ETF reports (Regional and SDO ETFs)
Legal	<p>ETF: (02) 8633-7242</p> <p>RETF: (074) 422-1318 loc 1215 : 0917 555 1295 (Atty Vanessa)</p>	<ul style="list-style-type: none">• Legal complaints involving DepEd personnel (e.g. harassment, coercion, electioneering)• Legal Assistance Help Desk with PAO
Logistics	<ul style="list-style-type: none">• (074) 422-1318 loc 1215• 0908 151 4820 (CES Cristy)	<ul style="list-style-type: none">• Financial Concerns (e.g. honoraria)• Resources and logistical shortages• Deployment of ETF members

2025 NATIONAL AND LOCAL ELECTIONS (NLE)
May 12, 2025

ONLINE INCIDENT REPORT FORM AND TYPES OF INCIDENTS

ONLINE INCIDENT REPORT LINK:	https://tinyurl.com/ETF-IRF
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TYPES OF INCIDENT	
<input type="checkbox"/> Violence	<input type="checkbox"/> Tampering
<input type="checkbox"/> Vote-Buying and/or Selling	<input type="checkbox"/> Name of Deceased Appearing in the List
<input type="checkbox"/> Conspiracy to Bribe Voters	<input type="checkbox"/> Substitution of Voters
<input type="checkbox"/> Wagering Upon Result of Elections	<input type="checkbox"/> Health-related concerns
<input type="checkbox"/> Coercion of Subordinates	<input type="checkbox"/> Accidents
<input type="checkbox"/> Threats, Intimidation, Terrorism, and the like	<input type="checkbox"/> Others, please specify
<input type="checkbox"/> Intervention of Public Officers/Employees	Narrative
<input type="checkbox"/> Undue Influence	1. Describe the incident
<input type="checkbox"/> Unlawful Electioneering	2. Provide any action taken. Indicate if no action taken.
<input type="checkbox"/> Use/Carrying of Deadly Weapon or Firearm	
<input type="checkbox"/> Wearing of Uniform and bearing arms	
<input type="checkbox"/> Coercion of Election Officials and Employees	
<input type="checkbox"/> Lost Name	