MEMORANDUM

TO : OIC – Assistant Schools Division Superintendent
     OIC Chief, Curriculum Implementation Division
     Chief – School Governance and Operations Division
     Public Schools District Supervisors
     Public Elementary and Secondary School Heads
     All Others Concerned

FROM : DR. ROMMEL C. BAUTISTA, CESO V
       City Schools Division Superintendent

SUBJECT : CONSTITUTION OF ELECTORAL BOARDS FOR THE MAY 13, 2019
          NATIONAL AND LOCAL ELECTIONS

DATE : January 3, 2019

1. In preparation for the May 13, 2019 National and Local Elections, the members of the Electoral Board shall be constituted in compliance with COMELEC Resolution No. 10194, In the Matter of Implementing Rules and Regulations of Republic Act No. 10756, Otherwise Known as the “Election Service Reform Act”.

2. Attached to this Memorandum is Enclosure 1 – List of Schools and Venues to be used as Voting Centers with corresponding number of clustered precincts based on the projects of precincts (POP) issued by COMELEC Antipolo City for your reference.

3. Also attached to this Memorandum is Enclosure 2 – Communication Letter from the City Election Officer, directing that only TEACHING PERSONNEL of DepEd who are QUALIFIED, WILLING AND AVAILABLE TO RENDER ELECTION SERVICE will be assigned in the Electoral Board. In case of lack of teaching personnel, only private school teachers may fill available slots. Non-teaching personnel with DepEd plantilla may be assigned as Support Staff but not as member of Electoral Board.

4. The following qualifications of members of the Electoral Board shall be considered as stipulated in Section 6 of the Resolution:
   • Of good moral character and irreproachable reputation
   • Of known integrity and competence
   • A registered voter
   • Has never been convicted of any election offense or of any crime punishable by more than six (6) months of imprisonment, or has no pending information for any election offense filed against him
   • Able to speak and write Filipino, English or the local dialect
5. School heads concerned are hereby directed to accomplish and submit the names of teachers who will serve as members of the Electoral Board in each clustered precinct assigned in their school/voting center using the attached templates:
   - Enclosure 3 – Certified List of Public School Teachers who are Willing, Available and Qualified to Serve as Members of the Electoral Boards for the May 13, 2019 National and Local Elections (in hard copy)
   - Enclosure 4 – Electoral Board 2019 (in hard and soft copy in Excel format, through depedantipolo.planning@deped.gov.ph)

6. Electronic/soft copies of the templates and project of precincts may be downloaded at www.bit.ly/AntipoloElections2019

7. School Heads from schools that are not designated voting centers are requested to make the necessary coordination with School Heads of voting centers to determine if there are available slots for Electoral Board for their qualified teachers.

8. The lists and accomplished templates shall be submitted to the Division Office on or before January 14, 2019, Attention: Planning and Research Section.

9. For information and compliance.
# LIST OF SCHOOLS/VENUES AS VOTING CENTERS
## MAY 13, 2019 NATIONAL AND LOCAL ELECTIONS

<table>
<thead>
<tr>
<th>Barangay</th>
<th>Voting Center</th>
<th>2019 National and Local Elections</th>
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<tbody>
<tr>
<td></td>
<td></td>
<td>No. of Clustered Precincts</td>
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<tr>
<td>San Jose</td>
<td>San Jose NHS</td>
<td>34</td>
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<tr>
<td></td>
<td>Teofilia Z. Rovero ES</td>
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<td>Maximo L. Gattabayan MNHS</td>
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</tr>
<tr>
<td></td>
<td>San Joseph ES</td>
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<td>San Ysiro ES</td>
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<td>Kaysakat ES</td>
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<td>Old Boso-Boso ES</td>
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<td>Dela Paz ES</td>
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<td>Antipolo NHS</td>
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<td>San Isidro</td>
<td>San Isidro ES</td>
<td>22</td>
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<td>Bagong Nayon II ES</td>
<td>22</td>
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<td>San Roque</td>
<td>Juan Sumulong ES</td>
<td>12</td>
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<td>Nazarene Ville ES</td>
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<tr>
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<td>Kaila ES</td>
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<td>Bagong Nayon</td>
<td>Bagong Nayon I ES</td>
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<td>Beverly Hills</td>
<td>Multi-Purpose Hall (EB from Muntilinlaw NHS)</td>
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<td>Calawis</td>
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<td>Dalig</td>
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<td>Inarawan</td>
<td>Inuman ES</td>
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<td>Mambigan I ES</td>
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</tbody>
</table>
## LIST OF SCHOOLS/VENUES AS VOTING CENTERS
### MAY 13, 2019 NATIONAL AND LOCAL ELECTIONS

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<th>2019 National and Local Elections</th>
<th>No. of Clustered Precincts</th>
<th>Cluster/Group Number</th>
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<tbody>
<tr>
<td>Mayamot</td>
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<td>400 to 404, 410 to 428, 431 to 435</td>
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<td>Vermont Park Multi-Purpose Hall</td>
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<td>405 to 406</td>
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<td>(EB from Cupang ES Annex)</td>
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<td>Town &amp; Country Clubhouse</td>
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<td>407 to 409</td>
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<td>(EB from Taguete ES)</td>
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<td>Crestview Clubhouse</td>
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<td>2</td>
<td>429 to 430</td>
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<tr>
<td></td>
<td>(EB from Penafrancia ES Annex)</td>
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<tr>
<td></td>
<td>Mayamot NHS</td>
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<td>436 to 452</td>
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<td>Muntindlaw</td>
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<td>453 to 458</td>
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<td>San Juan</td>
<td>Sapinit ES</td>
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<td>4</td>
<td>459 to 462</td>
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<td>Brgy. Hall Covered Court</td>
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<td>463 to 466</td>
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<tr>
<td></td>
<td>(EB from San Juan NHS)</td>
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<td>San Luis</td>
<td>San Isidro NHS</td>
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<td></td>
<td>Bagong Nayon IV ES</td>
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<td>Sta. Cruz</td>
<td>Sta. Cruz ES</td>
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<td>507 to 543</td>
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<td><strong>Total</strong></td>
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<td><strong>45</strong></td>
<td><strong>543</strong></td>
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</table>

**Note:** EB - Electoral Board
DR. ROMMEL C. BAUTISTA
City Schools Division Superintendent
DEP Ed, Antipolo City

Dear Sir:

Greetings!

This is in connection with the upcoming May 13, 2019 National and Local Elections. As per attached Comelec Resolution No. 10429 promulgated October 1, 2018, January 2 to 31 is the date/period of constitution of City Board of Canvassers (CBOCs) and Board of Election Inspectors (BEIs), DepEd Supervising Officers (DESOs) and Support Staff.

In accordance with Comelec Resolution 10194 this office will only approve teaching personnel of Dep Ed for assignment to the Election Board. In case of lack of teaching personnel only Private School Teachers may fill available slots. Non-teaching personnel may be assigned as Support Staff, but not as member of Electoral Board, only with a qualification that they are Dep Ed plantilla personnel or government plantilla employees. Attached is Comelec Resolution No. 10194 highlighted for your reference purpose.

Thank you very much!

20 December 2018.

Truly yours,

ATTY. JOSEPH S. VEGA
City Election Officer
<table>
<thead>
<tr>
<th>NAME</th>
<th>POSITION/DESIGNATION</th>
<th>SALARY GRADE</th>
<th>BASIC MONTHLY SALARY</th>
<th>SCHOOL OF ASSIGNMENT</th>
<th>WILLING, AVAILABLE AND QUALIFIED TO BECOME A MEMBER OF THE ELECTORAL BOARD (YES/NO)</th>
<th>REGISTERED VOTER WITH ACTIVE STATUS (YES/NO)</th>
<th>SERVED IN THE PREVIOUS ELECTIONS AS MEMBER OF ELECTORAL BOARDS (IF APPLICABLE, INDICATE THE POSITION HELD AND ELECTION YEAR(S)) (YES/NO)</th>
<th>SIGNATURE OF THE APPLICANT (The signature is an attestation to the truthfulness of all the facts indicated in this Certificate)</th>
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</table>

I hereby certify that the foregoing public school teachers are qualified, willing and available to serve as Members of the Electoral Boards for the May 13, 2019 National and Local Elections.

Date of Request of the OEO: ____________________________
Date of Submission to the OEO: ____________________________

__________________________
DepEd Official in the District, City or Municipality

__________________________
Name and Signature of the Election Officer as Administering Officer

"Must be of good moral character and irreproachable reputation; Has never been convicted of any election offense or any of the crimes punishable by more than six (6) months of imprisonment; Has no pending information against him for any election offense; Able to Speak and Write English, Filipino, or the local dialect; and of known integrity and competence.

Subscribed and Sworn to me this _______________ day of _______________, 2019; Affiant exhibiting to me his/her competent evidence of identity. ____________________________
### Electoral Board
May 13, 2019 National and Local Elections

**Barangay:**

**Voting Center:**

**Deped Supervisor Official (DESO):** (School Head)

**DESO Support Staff:**

<table>
<thead>
<tr>
<th>Cluster/Group Number</th>
<th>Designation</th>
<th>Name of Teacher (Surname, Given Name MIDDLE NAME as it appears in voter's ID/registration)</th>
<th>School</th>
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<tbody>
<tr>
<td></td>
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<td>Poll Clerk</td>
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<td>Third Member</td>
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</table>

Prepared by:  

Personnel In-charge  

Contact Number:

Approved by:  

School Head