



Republic of the Philippines
Department of Education

Region XII
City Schools Division of Tacurong

May 09, 2025

DIVISION MEMORANDUM

OSDS-2025- 058

**HIRING OF CONTRACT OF SERVICE PERSONNEL FOR CLEAN-UP
OPERATIONS IN CONNECTION WITH THE NATIONAL
AND LOCAL ELECTIONS ON MAY 12, 2025**

To: Assistant Schools Division Superintendent
Chiefs of CID and SGOD
School Heads
DESO & ETF Members
All Others Concerned
This Division

1. Pursuant to Memorandum **DM-OUOPS-2025-02592** titled "**Guidelines on the utilization of program support funds for the operations of the DepEd election Task Force in relation to the National and Local Elections on May 12, 2025**" particularly **Section b. Clean-Up Operations**, this Office will hire Contract of Service (COS) Personnel to support the post-election cleaning and restoration of schools that served as polling centers.
2. These cleanup efforts are essential to ensure that all school facilities used during the electoral process are returned to a safe, clean, and orderly state to allow for the immediate resumption of regular school activities. In line with the memorandum, clean-up tasks will involve:
 - Removal of election-related materials such as posters, flyers, and streamers;
 - Proper waste disposal and sanitation of classrooms and school premises;
 - Reorganization of school facilities that were temporarily rearranged for election-related use.
3. To effectively implement these tasks, this Office will hire one (1) Contract of Service personnel per clustered precinct for three (3) days at a daily rate of Php 500.00, amounting to a total of Php 1,500.00 per person. This hiring is in accordance with the provision of the said memorandum allowing additional manpower—including job order or contracted service providers—to ensure thorough and timely cleaning of precincts located within school premises.
4. The total funding requirement shall be charged against Program Support Fund, subject to the usual accounting and auditing rules and procedures.



Address: Alunan Highway, Poblacion, Tacurong City 9800
Telephone Numbers: (064)-562-4880; 0919-065-6425
Email: tacurong_city@deped.gov.ph
Website: depedtacurong.org



Republic of the Philippines
Department of Education
Region XII
City Schools Division of Tacurong

5. For the information and guidance of all concerned.


GILDO G. MOSQUEDA, CEO VI
Schools Division Superintendent

Enclosure: MEMORANDUM DM-OUOPS-2025-01-02592
Reference: MEMORANDUM DM-OUOPS-2025-01-02592
Allotment: None
To be included in the Perpetual Index under the following Subjects:

ELECTION SERVICE POLITICS

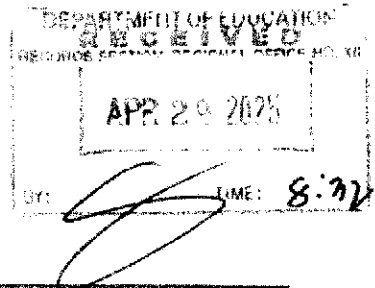
ZBP/ADMIN/DM / HIRING OF CONTRACT OF SERVICE PERSONNEL FOR CLEAN-UP OPERATIONS IN CONNECTION WITH THE NATIONAL AND LOCAL ELECTIONS ON MAY 12, 2025 / May 09, 2025



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Republika ng Pilipinas
Department of Education



MEMORANDUM
DM-OUOPS-2025-01-02592

TO : REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS
ALL OTHERS CONCERNED

FROM : MALCOLM S. GARMA
Assistant Secretary, Officer-in-Charge
Office of the Undersecretary for Operations

SUBJECT : GUIDELINES ON THE UTILIZATION OF PROGRAM SUPPORT FUNDS FOR THE OPERATIONS OF THE DEPED ELECTION TASK FORCE IN RELATION TO THE NATIONAL AND LOCAL ELECTIONS ON MAY 12, 2025

DATE : APR 28 2025

1. This is in reference to DepEd Memorandum No. 037, s. 2025, with the subject, "Creation of the 2025 DepEd Election Task Force in Connection with the National and Local Elections on May 12, 2025." The DepEd Election Task Force (ETF) shall facilitate the Department's participation in the 2025 national and local elections.
2. To support the ETF in performing its functions, Programs Support Funds (PSF) shall be downloaded to all DepEd regions. The PSF shall be used to conduct activities in preparation, monitoring, and clean-up operations of the 2025 elections. Hence, this memorandum is issued to provide comprehensive guidelines for the allocation, utilization, and reporting of the aforementioned PSF.
3. For questions and clarifications, you may contact the Office of the Undersecretary for Operations via email at ouops@deped.gov.ph, or via landline at (02) 8633-5313 or (02) 8631-8492.
4. For your guidance and strict compliance.

IMPLEMENTING GUIDELINES FOR THE ALLOCATION, UTILIZATION, AND REPORTING OF PROGRAM SUPPORT FUNDS FOR THE OPERATIONS OF THE DEPED ELECTION TASK FORCE

I. Background

1. Pursuant to Article IX-C, Section 2(4) of the 1987 Philippine Constitution, the Commission on Elections (COMELEC) is granted the authority to deputize law enforcement agencies and government instrumentalities, including the Department of Education (DepEd), to ensure free, orderly, honest, peaceful, and credible elections.
2. Further, the Republic Act No. 10756, or the Election Service Reform Act, outlines the role of DepEd during elections. The Electoral Boards constituted by the COMELEC shall be composed primarily of public school teachers, with private school teachers and DepEd non-teaching personnel as alternative appointees.
3. Through DepEd Memorandum No. 037 s. 2025, the 2025 DepEd Election Task Force (ETF) is created to fulfill the mandates of the Department in relation to the national and local elections on May 12, 2025. The ETF, which is operational across all levels of governance, serves as a mechanism for real-time monitoring and provision of support to DepEd personnel in performing their election duties.
4. In light of these legal bases and DepEd issuance, program support funds (PSF) are provided to all DepEd Regional Offices (ROs) to ensure that the ETF effectively executes its functions in relation to the upcoming election. These implementing guidelines provide regional allocation, outline the purpose of the PSF, and establish a mechanism for proper documentation and reporting of expenditures relevant to ETF operations.

II. Funding Requirement

5. The funding required for the implementation of this policy shall be sourced from the Operational Expenses of the DepEd ETF, specifically classified under the Maintenance and Other Operating Expenses (MOOE) expense category.
6. Pursuant to the appropriations provided under Republic Act No. 12116, otherwise known as the FY 2025 General Appropriations Act (GAA) -- Current Funds, a total amount of Ninety-Four Million Six Hundred Twenty-Eight Thousand Pesos (PHP 94,628,000) shall be downloaded to the ROs through the issuance of a Sub-Allotment Release Order (Sub-ARO).
7. The PSF shall be utilized for activities related to the 2025 national and local elections, including but not limited to: preparation, monitoring, and post-election clean-up operations. For a detailed breakdown of the fund allocations to be downloaded to the ROs, please refer to **Annex A**.

III. Utilization of Funds

8. DepEd ROs shall use the PSF for the operations of the ETF and the conduct of its activities related to the national and local elections on May 12, 2025. Allowable activities and eligible expenses are outlined below:

A. Allowable Activities

a. Conduct of Orientation and Training of ETF Members.

Selected ROs shall conduct joint orientation and training activities for ETF members from ROs and SDOs. These activities shall provide an avenue for the ETF members to clarify their roles and responsibilities, to understand the standard procedures to which they will facilitate, and to build rapport with other ETF members across governance levels to foster efficient coordination. **Annex B** provides the list of host regions and participants.

b. Clean-Up Operations

The Clean-Up Operations funds will be allocated for the post-election cleaning and restoration of schools that served as polling centers. These efforts are essential to ensure that all facilities used during the electoral process are returned to a safe, clean, and orderly state for the immediate resumption of regular school activities.

To implement these activities effectively, the ROs and SDOs will be responsible for mobilizing and managing the clean-up operations within their respective jurisdictions. Cleaning tasks will include the removal of election-related materials such as posters, streamers, and flyers; proper waste disposal; general sanitation of classrooms and school grounds; and the reorganization of school facilities that were temporarily rearranged for election-related use.

In support of these efforts, clean-up operations may also involve the hiring of additional manpower—whether through temporary workers, job order personnel, or contracted service providers—to ensure thorough and timely cleaning of precincts located within school premises.

c. Reproduction of Election-Related Materials

Election-related materials including but not limited to signages and process flows shall be reproduced and placed in conspicuous areas for reference of the voters and personnel assisting during the election day. One of such materials is the Flowchart of Activities during the Election Day (Annex C), which shall be printed in tarpaulins.

B. Eligible Expenses

a. Payment of Honorarium for Election Task Force (ETF) Members.

ETF members who opt to receive an honorarium in lieu of overtime pay and compensatory time-off (CTO) shall be entitled to such payment in accordance with the Department of Budget

and Management (DBM) Budget Circular 2007-2 entitled, "Guidelines on the Grant of Honoraria due to Assignment in Government Special Projects."

The grant of the honorarium shall be subject to the availability of funds and must comply with the applicable government accounting and auditing rules and regulations.

- b. Payment of wages for the hired workforce engaged in clean-up operations, including post-election cleaning and the restoration of schools that served as polling centers.
 - c. Board and lodging of participants and management team, use of function rooms and other equipment subject to DepEd Order No. 02, s. 2018, titled *Amendment to DepEd Order No. 15, s. 2017 (Guidelines on the Allocation of Funds for Venues, Meals, and Snacks, and Accommodation of Official Activities Organized and Conducted by the Department of Education)*
 - d. Travel and miscellaneous expenses related to the aforementioned allowable activities subject to Executive Order No. 77, s. 2019, titled *Prescribing Rules and Regulations and Rates of Expenses and Allowances for Official Local and Foreign Travels of Government Personnel*; and DepEd Order No. 22, s. 2019, titled *Guidelines on Official Local Travels in the Department of Education*
 - e. Supplies and materials necessary for the conduct of the aforementioned allowable activities
 - f. Other incidental expenses that are not included in the budget estimate but are necessary in the conduct of the said activity shall be charged in the contingency fund.
9. The utilization of funds shall be in accordance with the existing budgeting, accounting, auditing and procurement rules and regulations.
10. Should there be a deficiency in the downloaded funds, the RO and SDO may request additional funds, subject to the availability of funds.
11. Any excess, unutilized, or unexpended ETF funds, may be utilized for other ETF-related activities, subject to the existing budgeting, accounting, auditing rules and regulations.

IV. Submission of Reports

12. The RO shall submit Regional Accomplishment and Utilization Reports (**Annex D**) to the CO, through the Office of the Undersecretary for Operations, on or before June 13, 2025 (Friday), one month after the national and local elections.

ANNEX A

COST BREAKDOWN OF ALLOCATION FOR THE DOWNLOADING OF FUNDS
2025 DEPED ELECTION TASK FORCE - NATIONAL AND LOCAL ELECTIONS

REGIONS	CONDUCT OF ORIENTATION and TRAINING OF ETF MEMBERS (Selected Region to Host)						PRINTING OF ELECTION-RELATED MATERIALS (10,000 - C.O. 25,000 per RO/SDO)		HONORARIUM		CLEAN-UP OPERATIONS		TOTAL ALLOCATION PER REGION
	No. of pax	Board and Lodging	Honorarium	Supplies and Materials	Uniform (Polo Shirt/Jacket)	Amount	Total No. of ROs and SDOs	TOTAL AMOUNT	Total Number of ETF (12 ETF for RO, 10 for SDO)	TOTAL AMOUNT (12 ETF for RO, 10 for SDO @ 12,000.00 per ETF)	Total No. of ROs and SDOs	TOTAL AMOUNT (per RO and SDO @ 213,675)	
CAR	254	1,016,000.00	20,000.00	75,200.00		1,112,200.00	9	225,000.00	92	1,104,000.00	9	1,923,076.89	4,364,276.89
NCR	252	584,000.00	30,000.00	87,500.00	869,400.00	1,571,000.00	17	425,000.00	172	2,064,000.00	17	3,632,478.57	7,692,478.57
Region I							15	375,000.00	152	1,824,000.00	15	3,205,128.15	5,404,128.15
Region II							10	250,000.00	102	1,224,000.00	10	2,136,752.10	3,810,752.10
Region III	324	1,795,000.00	30,000.00	97,200.00		1,413,200.00	22	550,000.00	212	2,544,000.00	22	4,700,854.62	9,208,054.62
Region IV-A							24	600,000.00	242	2,904,000.00	24	5,128,205.04	8,632,205.04
Region IV-B	334	1,338,000.00	30,000.00	100,200.00		1,456,200.00	8	200,000.00	82	984,000.00	8	1,709,403.60	4,349,603.60
Region V							14	350,000.00	142	1,704,000.00	14	2,991,452.94	5,045,452.94
Region VI	374	2,244,000.00	30,000.00	112,200.00		2,376,200.00	22	550,000.00	222	2,664,000.00	22	4,700,854.62	10,291,054.62
Region VII	364	1,455,000.00	30,000.00	109,200.00		1,585,200.00	21	525,000.00	212	2,544,000.00	21	4,487,179.62	9,141,379.62
Region VIII							14	350,000.00	142	1,704,000.00	14	2,991,453.08	5,045,453.08
Region IX							9	225,000.00	92	1,104,000.00	9	1,923,076.98	3,252,076.98
Region X	254	1,016,000.00	20,000.00	76,200.00		1,112,200.00	15	375,000.00	152	1,824,000.00	15	3,205,128.30	6,516,328.30
Region XI	356	1,424,000.00	30,000.00	106,800.00		1,560,800.00	12	300,000.00	122	1,464,000.00	12	2,564,102.64	5,888,902.64
Region XII							9	225,000.00	92	1,104,000.00	9	1,923,076.98	3,252,076.98
Region XIII							13	325,000.00	132	1,584,000.00	13	2,777,777.86	4,686,777.86
TOTAL:	2,552	10,372,000.00	180,000.00	765,500.00	869,400.00	12,187,000.00	234	5,850,000.00	2,362	28,344,000.00	234	50,000,000.00	96,381,000.00

ANNEX B

BREAKDOWN OF PARTICIPANTS FOR ETF ORIENTATION AND TRAINING

HOST REGIONS	REGION (Participants)	ETF Members*	TOTAL ETF Participants	Organizers + Execom + TWG + Speakers	TOTAL PARTICIPANTS
NCR	NCR	172	272	20	292
	CO	100			
CAR	CAR	92	244	10	254
	I	152			
R3	II	102	314	10	324
	III	212			
R4-B	IV-A	242	324	10	334
	IV-B	82			
R6	V	142	364	10	374
	VI	222			
R7	VII	212	354	10	364
	VIII	142			
R10	IX	92	244	10	254
	X	152			
R11	XI	122	346	10	356
	XII	92			
	CARAGA	132			
GRAND TOTAL		2,462	2,462		2,552

* There are 12 ETF members per RO and 10 ETF members per SDO.



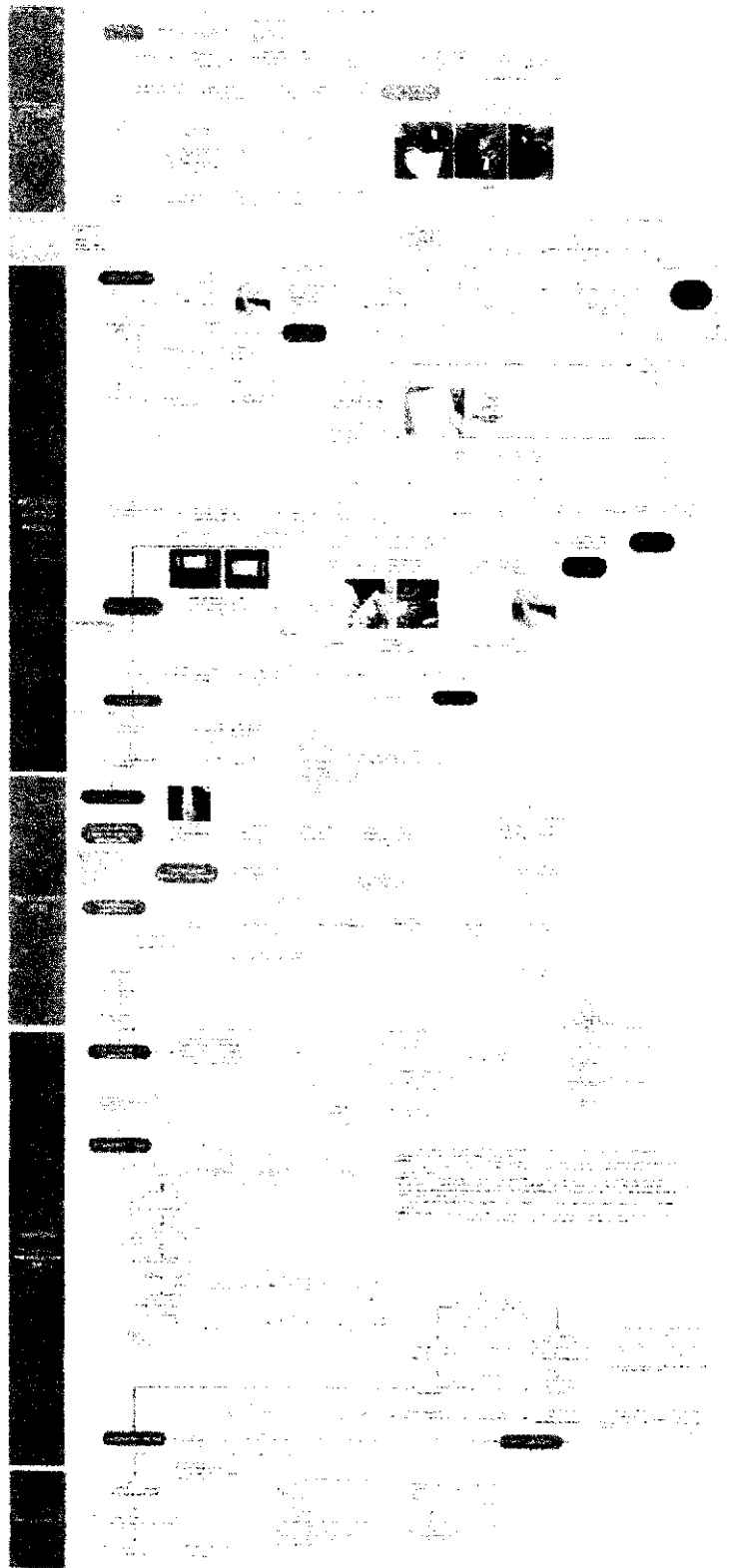
A FLOWCHART

FOR THE CHAIRMAN, TRANSPORTATION AND COMMUNITY DEVELOPMENT



Atty. Abulita E. Aguiar

DATE: 11/11/11



Chairman's Responsibilities		Committee's Responsibilities	
The Chairman shall be responsible for the overall management and coordination of the Committee's activities. He shall ensure that the Committee's activities are carried out in a timely and efficient manner. He shall also ensure that the Committee's activities are in line with the Board's policy and the City's goals.		The Committee shall be responsible for the following tasks: Review and Approve the Board's Policy, Monitor and Evaluate the Board's Policy, Report to the Board on the Committee's Activities, and Review and Approve the Board's Budget.	
The Chairman shall also be responsible for the following tasks: Review and Approve the Board's Policy, Monitor and Evaluate the Board's Policy, Report to the Board on the Committee's Activities, and Review and Approve the Board's Budget.		The Committee shall also be responsible for the following tasks: Review and Approve the Board's Policy, Monitor and Evaluate the Board's Policy, Report to the Board on the Committee's Activities, and Review and Approve the Board's Budget.	

ACCOMPLISHMENT AND UTILIZATION REPORT

Regional PSF Amount:

<i>Implementing Office (RO/ SDO)</i>	<i>Activity</i>	<i>Date and Venue, if applicable</i>	<i>Accomplishment</i>	<i>Budget Allocation (PHP)</i>	<i>Budget Obligation (PHP)</i>	<i>Budget Utilization (PHP)</i>	<i>Remaining Amount (PHP)</i>
TOTAL							

Approved by:

Regional Director



2/F Rizal Building, DepEd Complex, Maricao Avenue, Pasig City 1655
Telephone No. (02) 2587-2922; 8687-4177, 9636-8995, 8636-4876; W

JOB ORDER/CONTRACT OF SERVICE

No.	Name	Designation	Rate Per Day	Period of Employment		FUNDING / CHARGES	OFFICE/SCHOOL ASSIGNMENT	ACKNOWLEDGMENT
				From	To			
1	Luzviminda S. Lintang	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Amado Fernando Sr. Central School	
2	Jim Cuello	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Amado Fernando Sr. Central School	
3	Nestor M. Delos Santos	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Amado Fernando Sr. Central School	
4	Gelinda C. Bertuldez	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Amado Fernando Sr. Central School	
5	Medy Donato	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Amado Fernando Sr. Central School	
6	Arlayne Huyong	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Abang-Suizo Integrated School	
7	Maureen Bargas	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Abang-Suizo Integrated School	
8	Ivan D. Caniel	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Buenaflor Elementary School	
9	Emilyn D. Manugay	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Buenaflor Elementary School	
10	Maria A. Dumanlag	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Casilda P. Venus Elementary School	
11	Jenilyn H. Ferman	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Dr. Manuel J. Griño Memorial Central School	
12	Rowena D. Velasco	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Dr. Manuel J. Griño Memorial Central School	
13	Nida H. Lorafia	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Dr. Manuel J. Griño Memorial Central School	
14	Jocelyn P. Calvo	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Dr. Manuel J. Griño Memorial Central School	
15	Jose Roy P. Calvo Jr.	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Dr. Manuel J. Griño Memorial Central School	
16	Analyn P. Aldabon	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Eliza P. Bernardo Memorial Elementary School	
17	Donalyn D. Aldabon	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Eliza P. Bernardo Memorial Elementary School	
18	Arlene E. Bohol	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	J. Hector Lacson Elementary School	

19	Concepcion D. Doronila	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	J. Hector Lacson Elementary School
20	Agustin C. Diocson	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	J. Hector Lacson Elementary School
21	Aicel V. Celetaria	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Josue Alcasid Central Elementary School
22	Elias Roland T. Lamery	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Josue Alcasid Central Elementary School
23	Joel D. Celetaria	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Josue Alcasid Central Elementary School
24	Leah C. Peñañiel	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Kalandagan Elementary School
25	Arlene Calisin	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Kalandagan Elementary School
26	John Rey Quintero	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Kalandagan Elementary School
27	Liezel A. Carado	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Lancheta-Magallon Elementary School
28	Charlene A. Araña	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Lancheta-Magallon Elementary School
29	Marilyn P. Pendon	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Lourdes Pama Elementary School
30	Lovelyn G. Leguip	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Maria A. Montilla Memorial Elementary School
31	Cherry Mae G. Rivera	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Maria A. Montilla Memorial Elementary School
32	Josephine V. Templonuevo	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Maria A. Montilla Memorial Elementary School
33	Marilyn B. Bano	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Maria A. Montilla Memorial Elementary School
34	Rodolfo L. Leguip	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Maria A. Montilla Memorial Elementary School
35	Roldan Q. Alcos	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Maria Z. Bayya Elementary School
36	Delmark S. Bantilan	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Maria Z. Bayya Elementary School
37	Sonia M. Tagusi	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Maria Z. Bayya Elementary School
38	Rico Fabuna	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	New Isabela Central Elementary School
39	Rebecca S. Estanoso	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	New Isabela Central Elementary School

40	Freddie R. Delsolor	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	New Isabela Central Elementary School
41	Rose Ann G. Billones	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	New Isabela Central Elementary School
42	Jay R Cabayanan	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	New Isabela Central Elementary School
43	Rianheart Marquiz	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	New Isabela Central Elementary School
44	Dolores Pablo	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	New Isabela Central Elementary School
45	Joe Marie Bawe	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	New Lagao Elementary School
46	Eddie Sagabaen	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	New Lagao Elementary School
47	Gerald Macailing	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	New Lagao Elementary School
48	Melani M. Gapol	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Pedregosa-Acosta Elementary School
49	Rudy Ignacio	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Pedregosa-Acosta Elementary School
50	Ryan M. Vallenias	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Pedregosa-Acosta Elementary School
51	Ma. Theresa More	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Pedregosa-Acosta Elementary School
52	Corazon B. Beligera	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Rajah Muda Elementary School
53	Jenmer P. Danoy	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Rajah Muda Elementary School
54	Margie C. De Asis	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	San Antonio Elementary School
55	Jonah Rose G. Solatorio	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	San Antonio Elementary School
56	Rae R. Bernal	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	San Emmanuel Elementary School
57	Alicia L. Pimentel	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	San Emmanuel Elementary School
58	Imelda Eliarda	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	San Emmanuel Elementary School
59	Imelda Prado	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	San Emmanuel Elementary School
60	Gloria V. Dela Cruz	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	San Rafael Elementary School
61	Sonia G. Travilla	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Tina Elementary School
62	Analyn E. Patarata	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Tina Elementary School

63	Mae Magapan	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Tacurong Pilot Elementary School
64	Nelly L. Hilario	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Tacurong Pilot Elementary School
65	Federico N. Gamboa	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Tacurong Pilot Elementary School
66	Bernadeth Corpuz	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Tacurong Pilot Elementary School
67	Drozel D. Gamboa	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Tacurong Pilot Elementary School
68	Marjorie H. Ruayana	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Tacurong Pilot Elementary School
69	Jean P. Aldamero	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Tacurong Pilot Elementary School
70	Kerr S. Tucayao	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Tacurong Pilot Elementary School
71	Mario A. Hilario	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Tacurong Pilot Elementary School
72	Melchor Tayo	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Tacurong Pilot Elementary School
73	Rudilyn F. Colon	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Jose V. Lagon Sr. Elementary School (UKES)
74	Herna A. Oñate	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Jose V. Lagon Sr. Elementary School (UKES)
75	Tessie G. Mallorca	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Jose V. Lagon Sr. Elementary School (UKES)
76	Dindo L. Chavez	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Victorina P. Dasmariñas Elementary School
77	Donisa A. Abayon	Clean up/Restoration Personnel	500.00	11-May-25	13-May-25	MOOE	Victorina P. Dasmariñas Elementary School

This Contract of Service shall automatically cease upon its expiration as stipulated above. The duties and responsibilities of the above-named person/s are for the clean-up operations before, during and post-election restoration of school/s that served as polling center/s and other related works that may be given by the School Head/ DESO.

Prepared by:

Certified as to existence of Appropriation/Obligation:

Recommending Approval:

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Administrative Officer IV
(HRMO)

SHERYLL A. MORADAS
Administrative Officer V
(Budget)

GILBERT B. BARRERA, CESE
Assistant Schools Division Superintendent

Approved by:

GILDO G. MOSQUEDA, CEO VI
Schools Division Superintendent