



Republic of the Philippines  
Department of Education – Region III  
**TARLAC CITY SCHOOLS DIVISION**



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**DIVISION MEMORANDUM**

No. 207, s. 2019

Date : August 22, 2019

To : Assistant Schools Division Superintendent  
Chiefs of CID and SGOD  
Public School District Supervisor  
Principals/School Heads of Elementary, Secondary & Integrated Schools

From : The Office of the Schools Division Superintendent

Subject : **CONDUCT OF CERTIFICATION ELECTION AMONG THE RANK-AND-FILE TEACHING PERSONNEL OF THE DEPED TARLAC CITY DIVISION**

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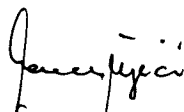
1. The Tarlac City Schools Division is scheduled to conduct a Certification Election among the rank-and-file teaching personnel on October 17, 2019 from 8:00 am to 4:00 pm as per *Regional Memorandum No. 158, s. 2019*.
2. The purpose of the Certification Election is to enable the rank-and-file teaching personnel of the division to choose a union that will serve as their agent and representative in the negotiation/s with the DepEd relative to their employment and other related concerns.
3. The rank-and-file teaching personnel will choose their agent from the following:
  - 1) Alliance of Concerned Teachers Region III (ACT-ROIII):
  - 2) Action and Solidarity for the Empowerment of Teachers-Central Luzon (ASSERT-CL): and
  - 3) No Union.
4. The election will be done through secret balloting and shall be under the control and supervision of the BUREAU OF LABOR RELATIONS' designated Election Officer from DOLE Regional Office No. III. Below are the polling places:
  1. Sto Cristo Integrated School (Tarlac Central)
  2. Maliwalo Elementary School (Tarlac East)
  3. Alvindia Aguso Central Elementary School (Tarlac North A)
  4. Baras-Baras Elementary School (Tarlac North B)
  5. San Miguel Central Elementary School (Tarlac South A)
  6. CAT Elementary School (Tarlac South B)
  7. Tarlac West Central Elementary School (Tarlac West A)

- 8. San Vicente Elementary School Main (Tarlac West B)
- 9. San Isidro Elementary School (Tarlac West C)
- 10. Maliwalo National High School

5. ACT and ASSERT will conduct an orientation cum *meeting de avance* at Sto. Cristo Integrated School on August 28, 2019, 1:30 pm. The participants are the following Teachers' Association Officers:

No.	CATEGORY ELEMENTARY & SECONDARY	NUMBER OF PARTICIPANTS
1	Mega Schools	All Officers
2	Large Schools	All Officers
3	Medium Schools	President and Vice President
4	Small Schools	President
5	School Heads	One per school

- 6. The Division Office is enjoined to comply with the provision of the said Election Guidelines. All Schools are hereby instructed to post the Notices of Certification Election in two conspicuous places at least ten (10) calendar days before the date of election. Attached is a copy of the guidelines for reference and clarifications.
- 7. Pursuant to time-on-task policy of DepEd, School Heads are advised to schedule make-up classes to offset the disruption of classes relative to this activity.
- 8. Immediate and wide dissemination of this Memorandum is desired.

  
 TERESA D. MABABA, CESO V  
 Schools Division Superintendent

**DEP FASFD**  
**DEPED TARLAC CITY**  
 DATE: AUG 27 2019 *feh*

Pursuant to the *Guidelines in the Conduct of Certification Election*, the DepEd Region III (Management), through its concerned offices, schools or units, is expected to do and/or allow the following:

- a) Provide the alphabetically sorted list of voters per precinct;
- b) Allow the conduct of voting in the schools that are selected as polling precincts as indicated in the guidelines;
- c) In each of the schools selected as polling precincts, DepEd shall provide room/s as voting area and another room/s as waiting area;
- d) Set-up the polling booths which shall not be less than (10) but not more than fifteen (15) per polling precinct;
- e) In coordination with the union representatives, DepEd shall cause the posting of copies of the duly signed (1) Notice of Certification Election, (2) list of voters, (3) sample ballot, and (4) election rules and guidelines;
- f) Cause the posting of the Notice of Certification Election at two conspicuous places in all schools of DepEd Region III at least ten (10) calendar days before the date of election;
- g) Allow the campaign period which starts on August 14, 2019 and ends on September 12, 2019;
- h) Allow the campaigning of the party officers on official time upon proper coordination with the DepEd, subject to the policy on "No Disruption of Classes";
- i) Allow the officers, representatives of the parties, teachers and principals who shall cast their votes on official time during the election days (Thursdays and Fridays) until their completion;
- j) Issue appropriate order or authority for the participation of teachers and principals in the certification election;
- k) DepEd shall assign a common posting area in schools for posting of campaign materials, as determined by the school principal; and
- l) DepEd shall observe strict neutrality during the conduct of certification election.