

Republic of the Philippines  
DEPARTMENT OF EDUCATION

Region III

SCHOOLS DIVISION OF NUEVA ECJA

Old Capitol Compound, Burgos Avenue, Cabanatuan City 3100

**Tayo**  
PARA SA  
EDUKASYON

January 19, 2016

**DIVISION MEMORANDUM**

NO. 20 S. 2016

**ELECTION OF OFFICERS (Non-Teaching Personnel)**

RECEIVED  
JAN 21 2016  
RECORDS SECTION

To: **Chief of Offices**  
Nueva Ecija

- Please be informed that the election of officers (Non-Teaching Personnel) of the Schools Division Office shall be held on Monday, January 25, 2016, 10:00 a.m. at the Conference Hall. Please follow the timetable which shall be observed during the conduct of the election.

ACTIVITY	TIMETABLE
Filing of Certificates of Candidacy (COC) c/o Mr. Orlando C. De Leon	January 22, 2016
Announcement of the Official List of Candidates during the Flag Ceremony	January 25, 2016
Campaign Period	January 25, 2016 8:00-9:30 a.m.
Election	January 25, 2016 10:00 a.m.
Proclamation of Winners	12:00 h.n.

- Relative to this an Ad-Hoc Commission on Election was established to ensure the fair and successful conduct of the election:

**CHAIRMAN:**


**DR. EVA FE F. TACLIBON**  
Education Program Supervisor

**MEMBERS:**

**MR. ORLANDO C. DE LEON**  
Administrative Officer V

**DR. CEASAR C. LOPEZ**  
Administrative Officer IV

- Immediate dissemination of this memorandum is desired.

  
**RONALDO A. POZON, Ph.D., CESO V**  
Schools Division Superintendent

