



Republic of the Philippines  
**Department of Education**  
 REGION III  
 SCHOOLS DIVISION OF BULACAN

November 15, 2023

**DIVISION MEMORANDUM**

No. 481, s. 2023

**DIVISION ACTIVITIES IN RELATION TO THE RUN-OFF ELECTION  
 BETWEEN THE RANK-AND-FILE TEACHING PERSONNEL**

To: Assistant Schools Division Superintendents  
 Division Chiefs  
 Education Program Supervisors  
 Public Schools District Supervisors  
 Elementary and Secondary School Heads  
 Teaching Personnel  
 All Others Concerned

1. Anent to Regional Memorandum No. 607, s. 2023 on the Suspension of Face-to-Face Classes during the Election Days of the Run-Off Election Between the Rank-and-File Teaching Personnel of the Department of Education Region III, Regional Memorandum No. 549, s. 2023 on the Conduct of Run-Off Election among the Rank-and-File Teaching Personnel of the Department of Education Region III, and upon the request of the two parties, **ACT** and **ASSERT**, this Office shall observe the following activities:

Time	Personnel Involved	Participants	Venue
<b>A. Campaign Activity</b>			
November 22, 2023 8:00-10:00 AM	ACT Party	EDDIS I, II and III	KB Gym, Provincial Capitol Compound, City of Malolos
10:00-12:00 AM	ASSERT Party		
November 22, 2023 1:00-3:00 PM 3:00-5:00 PM	ASSERT Party ACT Party	EDDIS IV, V and VI	KB Gym, Provincial Capitol Compound, City of Malolos
<b>B. Election Day</b>			
December 14, 2023	Qualified Voters (Teaching personnel) of <b>ACT</b> and <b>ASSERT</b> Parties		As contained at the Regional Memorandum No. 607, s. 2023



Address: Provincial Capitol Compound, Brgy. Guinhawa, City of Malolos, Bulacan  
 Website: <https://bulacandeped.com>  
 Email: [bulacan@deped.gov.ph](mailto:bulacan@deped.gov.ph)



Republic of the Philippines  
**Department of Education**  
REGION III  
SCHOOLS DIVISION OF BULACAN

2. Participants to this campaign activity are qualified voters found in the voters' list (can be downloaded with Regional Memorandum No. 549 and 607, s. 2023) with number of the following representation: small school category with 8 to 30 teachers - 1 representative, medium school category with 31 to 100 teachers - 3 representatives, big school category with more than 101 teachers - 5 representatives. School heads shall arrange the identification of such representatives.
3. This Memorandum shall serve as the travel authority of all concerned participants.
4. On November 22, 2023, school heads of all participants to this activity are expected to arranged special class programs/shift to other learning modalities, if needed, in adherence to DepEd Order No.9 s. 2005 on Instituting Measure to Increase Engaged Time on Task and Ensuring Compliance Therewith. Likewise, on December 14, 2023, school heads of polling precincts are expected to make necessary physical arrangements to help in the conduct of the said election with ease.
5. Attached are the cited Regional Memorandum as references.
6. All expenses relative to the conduct of this activity shall be charged to local funds subject to usual accounting and auditing rules and regulations.
7. Health and safety protocols shall be strictly observed at all times as pre-emptive interventions to combat any infectious diseases.
8. Immediate and wide dissemination, and compliance to this Memorandum is desired.

  
**NORMA P. ESTEBAN, EdD, CESO V**  
Schools Division Superintendent

References:  
Regional Memorandum No. 549 and 607, s. 2023



Republic of the Philippines  
**Department of Education**  
REGION III-CENTRAL LUZON

DEPARTMENT OF EDUCATION  
REGION III-CENTRAL LUZON  
NOV 06 2023  
RV: [Signature] DATE: [Signature]

**REGIONAL MEMORANDUM**

No. 607 s. 2023

**SUSPENSION OF FACE-TO-FACE CLASSES DURING THE ELECTION DAYS OF  
THE RUN-OFF ELECTION BETWEEN THE RANK-AND-FILE TEACHING  
PERSONNEL OF THE DEPARTMENT OF EDUCATION REGION III**

To: Schools Division Superintendents  
Heads of Public Elementary and Secondary Schools  
All Others Concerned

1. Relative to the conduct of the Run-Off Election Among the Rank-and-File Teaching Personnel of the Department of Education Region III between the contending parties, **ACT-Region 3** and **ASSERT-Central Luzon**, and to ensure optimum participation of qualified teaching personnel of the Region, there shall be suspension of face-to-face classes during the election day per Schools Division, as follows:

<b>Date/Day</b>	<b>Schools Divisions</b>
November 14, 2023 (Tuesday)	Aurora, Tarlac Province and Tarlac City
November 16, 2023 (Thursday)	Pampanga, Angeles City, San Fernando City and Mabalacat City
November 23, 2023 (Thursday)	Bataan, Balanga City, Zambales and Olongapo City
December 7, 2023 (Thursday)	Nueva Ecija, Cabanatuan City, Gapan City, San Jose City, Science City of Munoz
December 14, 2023 (Thursday)	Bulacan, Malolos City, Meycauayan City, San Jose del Monte City

2. Schools Heads are advised to ensure that the appropriate learning modality during the suspension of face-to-face classes shall be implemented by the affected teachers.

3. The list of voters is based on the certification election conducted last October – November 2019. Accordingly, voters will vote where they were assigned during the 2019 elections.



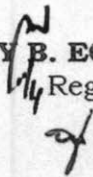
Address: Matalino St. D.M. Government Center, Maimpis, City of San Fernando (P)  
Telephone Number: (045) 598-8580 to 89 Email Address: region3@deped.gov.ph



Republic of the Philippines  
**Department of Education**  
REGION III-CENTRAL LUZON

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4. The Guidelines in the Conduct of Run-Off Election Among the Rank-and-File Teaching Personnel of the Department of Education Region III disseminated under Regional Memorandum No. 549, s. 2023, and the complete list of voters per province/precint are attached as Annexes of this Memorandum.
5. For information, guidance and compliance.

  
**MAY B. ECLAR, PhD, CESO III**  
Regional Director

Enclosures:  
As stated.  
/A1  
November 6, 2023

SUMMARY OF LIST OF VOTERS BASED ON THE DECEMBER 2019 DATABASE  
FOR THE DOLE CERTIFICATION OF RUN-OFF ELECTIONS  
ACT-REGION III VS. ASSERT-CENTRAL LUZON

PROVINCE	MUNICIPALITY/CITY	NO. OF PRINCIPALS	NO. OF TEACHERS	TOTAL	POLLING PRECINT	
AURORA	BALER	16	385	401	Baler Central School	
	CASIGURAN	13	270	283	Casiguran Central School	
	DILASAG	14	198	212	Casiguran Central School	
	DINALUNGAN	9	137	146	Casiguran Central School	
	DINGGALAN	12	257	269	Dingalan Central School	
	DIPACULAO	21	338	359	Dipaculao Central School	
	MARIA AURORA	32	344	376	Maria Aurora Central School	
	SAN LUIS	16	292	308	Baler Central School	
	TOTAL	133	2,221	2,354		
BATAAN	ABUCAY	11	144	155	Abucay Central School	
	BAGAC	14	132	146	Bagac Elementary School	
	DINALUPIHAN	38	498	536	Dinalupihan National High School	
	HERMOSA	21	283	304	Hermosa Central School	
	LIMAY	2	235	237	Limay National High School	
	MARIVELES	14	367	381	A.G. Llamas Elementary School	
	MORONG	9	116	125	Morong Elementary School	
	ORANI	14	252	266	Orani North Elem. School	
	ORION	16	268	284	Orion Elementary School	
	PILAR	11	148	159	Pilar Elementary School	
	SAMAL	9	118	127	Samal North Elementary School	
		SUB-TOTAL	159	2,561	2,720	
		BALANGA CITY	20	833	853	Balanga Elementary School
	TOTAL	179	3,394	3,573		
BULACAN	ANGAT	16	411	427	Angat Elementary School	
	BALAGTAS	14	437	451	Guiguinto Central School	
	BALIWAG	26	824	850	Baliwag North Central School	
	BOCAUE	19	720	739	Bocaue Central School	
	BULAKAN	15	448	463	Gen. Gregorio del Pilar Elem. School	
	BUSTOS	17	531	548	Baliwag North Central School	
	CALUMPIT	29	732	761	Calumpit Central School	
	DRT	8	227	235	Angat Elementary School	
	GUIGUINTO	18	687	705	Guiguinto Central School	
	HAGONOY	32	921	953	Hagonoy East Central School	
	MARILAO	20	1,345	1,365	Marilao Central School	
	NORZAGARAY	28	832	860	Norzagaray Elementary School	
	OBANDO	11	238	249	Gen. Gregorio del Pilar Elem. School	
	PANDI	27	906	933	Pandi Central School	
	PAOMBONG	14	309	323	Paombong Central School	
	PLARIDEL	20	612	632	Plaridel Central School	
	PULILAN	17	684	701	Plaridel Central School	
	SAN ILDEFONSO	37	683	720	San Ildefonso Central School	
	SAN MIGUEL	43	1,488	1,531	San Miguel National HS	
	SAN RAFAEL	28	752	780	San Rafael Central School	
	STA. MARIA	40	1,854	1,894	Sta. Maria Central School	
		SUB-TOTAL	479	15,641	16,120	
		MALOLOS CITY	33	1,651	1,684	Marcelo H. del Pilar HS
	MEYCAUAYAN CITY	24	1,061	1,085	Meycauayan National HS and Meycauayan West Central School	
	SAN JOSE DEL MONTE CITY	53	3,817	3,870	San Jose del Monte NTS and San Jose del Monte Central School	
	TOTAL	589	22,170	22,759		

SUMMARY OF LIST OF VOTERS BASED ON THE DECEMBER 2019 DATABASE  
FOR THE DOLE CERTIFICATION OF RUN-OFF ELECTIONS  
ACT-REGION III VS. ASSERT-CENTRAL LUZON

PROVINCE	MUNICIPALITY/CITY	NO. OF PRINCIPALS	NO. OF TEACHERS	TOTAL	POLLING PRECINT	
NUEVA ECIJA	NUEVA ECIJA NHS	2	273	275	Nueva Ecija High School	
	ALIAGA	29	525	554	Aliaga Central School	
	BONGABON	27	534	561	Bongabon National High School	
	CABIAO	28	619	647	Cabiao Central School	
	CARRANGLAN	28	351	379	Carranglan Central Schpool	
	CUYAPO	44	609	653	Cuyapo Central School	
	GABALDON	24	338	362	GabalDON Central School	
	GEN. M. NATIVIDAD	23	345	368	Gen. Natividad Central School	
	GENERAL TINIO	19	418	437	General Tinio NHS	
	GUIMBA	62	825	887	Guimba East Central School	
	JAEN	31	527	558	Jaen Central School	
	LAUR	21	303	324	GabalDON Central School	
	LICAB	15	232	247	Sto. Domingo Central School	
	LLANERA	30	323	353	Rizal Central School	
	LUPAO	23	343	366	Lupao Central School	
	NAMPICUAN	10	128	138	Cuyapo Central School	
	PALAYAN CITY	26	421	447	Palayan City Central School	
	PANTABANGAN	22	282	304	Pantabangan Central School	
	PENARANDA	9	241	250	General Tinio NHS	
	QUEZON	18	226	244	Sto. Domingo Central School	
	RIZAL	31	495	526	Rizal Central School	
	SAN ANTONIO	24	526	550	San Antonio Central School	
	SAN ISIDRO	16	337	353	Cabiao Central School	
	SAN LEONARDO	58	395	453	San Leonardo Central Central School	
	SANTA ROSA	30	487	517	Sta. Rosa Central School	
	STO. DOMINGO	28	407	435	Sto. Domingo Central School	
	TALavera	51	900	951	Talavera Central School	
	TALUGTOG	26	206	232	Guimba East Central School	
	ZARAGOZA	20	419	439	Zaragoza Central School	
		SUB-TOTAL	775	12,035	12,810	
		CABANATUAN CITY	51	1,874	1,925	Nueva Ecija High School
		GAPAN CITY	38	1,085	1,123	Gapan South Central School
	SAN JOSE CITY	48	1,117	1,165	San Jose City National High School	
	SCIENCE CITY OF MUNOZ	31	716	747	Munoz Central School	
	TOTAL	943	16,827	17,770		
PAMPANGA	APALIT	23	674	697	San Vicente Elem. School	
	ARAYAT	35	927	962	Arayat Central School	
	BACOLOR	34	646	680	Bacolor Elem. School Town Proper	
	CANDABA	40	829	869	Candaba Central School	
	FLORIDABLANCA	40	829	869	Floridablanca Central School	
	GUAGUA	29	694	723	Guagua Elementary School	
	LUBAO	50	1,186	1,236	Sta. Cruz Elementary School	
	MACABEBE	37	669	706	Macabebe Central School	
	MAGALANG	36	798	834	Magalang Elementary School	
	MASANTOL	23	444	467	Masantol Elementary School	
	MEXICO	46	1,166	1,212	San Juan High School	
	MINALIN	15	316	331	San Vicente Elem. School	
	PORAC	37	840	877	Paralaya Elementary School	
	SAN LUIS	18	449	467	Sta. Ana Central School	
	SAN SIMON	18	408	426	Concepcion Integrated School	
	SASMUAN	11	204	215	Sasmuan Elementary School	
	STA. ANA	12	360	372	Sta. Ana Central School	
STA. RITA	12	348	360	Remedios Elementary		
STO. TOMAS	11	324	335	San Matias Elementary School		

SUMMARY OF LIST OF VOTERS BASED ON THE DECEMBER 2019 DATABASE  
FOR THE DOLE CERTIFICATION OF RUN-OFF ELECTIONS  
ACT-REGION III VS. ASSERT-CENTRAL LUZON

PROVINCE	MUNICIPALITY/CITY	NO. OF PRINCIPALS	NO. OF TEACHERS	TOTAL	POLLING PRECINT
	<b>SUB-TOTAL</b>	<b>527</b>	<b>12,111</b>	<b>12,638</b>	
	ANGELES CITY	53	2,576	2,629	Angeles Elementary School and Sta. Teresita Elementary School
	MABALACAT CITY	52	1,690	1,742	Mabalacat Central School
	SAN FERNADO CITY	46	2,083	2,129	San Fernando Central School
	<b>TOTAL</b>	<b>678</b>	<b>18,460</b>	<b>19,138</b>	
TARLAC	TARLAC NHS	1	458	459	Tarlac NHS
	ANAO	4	104	108	Moncada South Central School
	BAMBAN	15	540	555	Bamban Elementary School
	CAMILING	33	675	708	Camiling Central School
	CAPAS	21	1,103	1,124	Cristo Rey High School
	CONCEPCION	30	729	759	Benigno Aquino NHS
	GERONA	23	677	700	Gerona North Central School
	LA PAZ	12	471	483	San Isidro Central School
	MAYANTOC	12	234	246	Mayantoc Central School
	MONCADA	23	539	562	Moncada South Central School
	PANQUI	24	544	568	Paniqui South Central School
	PURA	12	241	253	Pura Central School
	RAMOS	6	117	123	Paniqui South Central School
	SAN CLEMENTE	10	134	144	Camiling Central School
	SAN JOSE	9	374	383	Villa Aglipay Central School
	SAN MANUEL	7	214	221	Moncada South Central School
	SANTA IGNACIA	19	441	460	Sta. Ignacia North Elem. School
VICTORIA	20	467	487	San Isidro Central School	
	<b>SUB-TOTAL</b>	<b>281</b>	<b>8,062</b>	<b>8,343</b>	
	TARLAC CITY	100	2,246	2,346	Sto. Cristo Integrated School
	<b>TOTAL</b>	<b>381</b>	<b>10,308</b>	<b>10,689</b>	
ZAMBALES	BOTOLAN	46	634	680	Botolan Central School
	CABANGAN	17	208	225	Cabangan Central School
	CANDELARIA	17	283	300	Candelaria Central School
	CASTILLEJOS	16	478	494	Castillejos Central School
	IBA	20	477	497	Iba Central School
	MASINLOC	21	416	437	Masinloc Central School
	PALAUIG	20	280	300	Palauig Central School
	SAN ANTONIO	15	260	275	San Antonio Central School
	SAN FELIPE	18	226	244	San Felipe Central School
	SAN MARCELINO	23	318	341	San Marcelino Central School
	SAN NARCISO	17	192	209	San Narciso Central School
	STA. CRUZ	36	579	615	Sta. Cruz Central School
	SUBIC	34	911	945	Subic Central Elem. School
	<b>SUB-TOTAL</b>	<b>300</b>	<b>5,262</b>	<b>5,562</b>	
	OLONGAPO CITY	35	1,798	1,833	Olongapo City NHS
	<b>TOTAL</b>	<b>335</b>	<b>7,060</b>	<b>7,395</b>	
	<b>GRAND TOTAL</b>	<b>3,238</b>	<b>80,440</b>	<b>83,678</b>	

PREPARED BY:

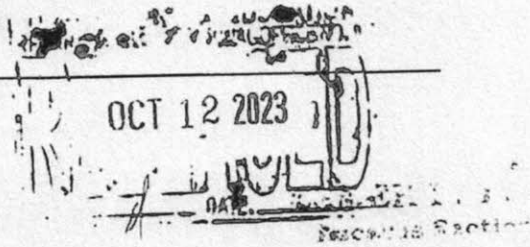
*AR*  
ANTONIO G. ARQUERO  
Chief Administrative Officer  
DepEd Regional Office III

MELITO S. MANALOTO  
Supervising Administrative Officer  
DepEd RO III

ATTY. ERWIN C. ARANES  
HEARING OFFICER



Republic of the Philippines  
**Department of Education**  
REGION III-CENTRAL LUZON




**REGIONAL MEMORANDUM**  
No. 549 s. 2023

**CONDUCT OF RUN-OFF ELECTION AMONG THE RANK-AND-FILE TEACHING PERSONNEL OF THE DEPARTMENT OF EDUCATION REGION III**

To: Schools Division Superintendents  
All Others Concerned

1. Please find attached copy of the approved Guidelines in the Conduct of Run-Off Election Among the Rank-and-File Teaching Personnel of the Department of Education - Region III.
2. This run-off election between the contending parties, **ACT** and **ASSERT**, is within the control and supervision of Atty. Erwin C. Angeles of the Department of Labor and Employment (DOLE) Regional Office No. 03 Mediation-Arbitration and Legal Service Unit (MALSU), as the designated election officer.
3. The winning party, through simple majority, in this run-off election shall represent the Regional Teaching Group during the conduct of collective negotiation agreement with Management pursuant to Executive Order No. 180, s. 1987 and subsequent issuances of the Public Sector Labor-Management Council (PSLMC).
4. Accordingly, as part of Management, Schools Division Superintendents are advised to observe the provisions of the said Guidelines to ensure the success of the said activity.
5. For information, guidance and compliance.

  
Digitally signed by  
Eclar May Batenga  
Date: 2023.10.11  
21:23:15 +08'00'  
**MAY B. ECLAR, PhD, CESO III**  
Regional Director

Enclosure:  
As stated.

/A1  
October 9, 2023



Address: Matalino St. D.M. Government Center, Maimpis, City of San Fernando (P)  
Telephone Number: (045) 598-8580 to 89 Email Address: region3@deped.gov.ph



**GUIDELINES IN THE CONDUCT OF RUN-OFF ELECTION  
AMONG THE RANK-AND-FILE TEACHING PERSONNEL OF THE  
DEPARTMENT OF EDUCATION REGION III**

The parties to the Run-Off Election hereby agree, stipulate and adhere to the following rules and regulations:

**I. DATE, TIME AND PLACE OF THE ELECTION**

- A. The region wide rank-and-file teaching personnel's run-off election shall be conducted under the control and supervision of Atty. Erwin C. Angeles of the Department of Labor and Employment (DOLE) Regional Office No. 3 Mediation-Arbitration Unit and Legal Service (MALSU) as the designated Election Officer.
- B. The following Provinces/places/precincts shall be as follows:

**1. AURORA**

**TUESDAY, NOVEMBER 14, 2023, 8:00 a.m. to 1:00 p.m.**

- a) There will be five (5) polling places with 5 precincts.

POLLING PLACES	POLLING PRECINCTS	NO. OF PERSONNEL OR BOARD OF ELECTION INSPECTORS/CANVASSERS (BEIC) TO BE DEPLOYED
1. Baler (San Luis and San Luis Coastal)	Baler Central School	3
2. Maria Aurora	Maria Aurora Central School	2
3. Dipaculao	Dipaculao Central School	2
4. Dingalan	Dingalan Central School	2
5. Casiguran (Dinalungan and Dilasilag)	Casiguran Central School	3
Total	5	12

**2. TARLAC**

**TUESDAY, NOVEMBER 14, 2023, 8:00 a.m. to 2:00 p.m.**

- b) There will be fourteen (14) polling places with fifteen (15) precincts.

POLLING PLACES	POLLING PRECINCTS	NO. OF PERSONNEL OR BEIC TO BE DEPLOYED
1. Tarlac City	Sto. Cristo Integrated School (2 Precincts)	4
2. Moncada/Anao/San Manuel	Moncada South Central/Elem. School	2
3. Paniqui/Ramos	Paniqui South Central/Elem. School	2
4. Pura	Pura Central/Elem. School	2
5. Gerona	Gerona North Central School	2

*Janie*

6. Camiling/San Clemente	Camiling Central School	2
7. Mayantoc	Mayantoc Central School	2
8. Sta. Ignacia	Sta. Ignacia North/Elementary School	2
9. San Jose	Villa Aglipay Central School	2
10. Bamban	Bamban Elementary School	2
11. Capas	Cristo Rey High School	2
12. Lapaz/Victoria	San Isidro Central/Elem. School	2
13. Concepcion	Benigno Aquino National High School	3
14. Tarlac NHS & Annex	Tarlac NHS	2
<b>Total</b>	<b>15</b>	<b>31</b>

**3. PAMPANGA**

**THURSDAY, NOVEMBER 16, 2023, 8:00 a.m. to 2:00 p.m.**

c) There will be twenty (20) polling places with twenty-one (21) precincts.

POLLING PLACES	POLLING PRECINCTS	NO. OF PERSONNEL OR BEIC TO BE DEPLOYED
1. Angeles City	1. Angeles Elementary School (1 Precinct); and 2. Sta. Teresita Elementary School (1 Precinct)	4 (Two [2] per precinct)
2. Mabalacat City	Mabalacat Central School	3
3. San Fernando City	San Fernando Central School	3
4. Floridablanca	Floridablanca Central School	3
5. Porac	Paralaya Elementary School	3
6. Magalang	Magalang Elementary School	3
7. Arayat	Arayat Central School	3
8. Mexico	San Juan High School	3
9. Sta. Ana/San Luis	Sta. Ana Central School	2
10. Candaba	Candaba Central School	3
11. Minalin/Apalit	San Vicente Elementary School	2
12. San Simon	Concepcion Integrated School	2
13. Sto. Tomas	San Matias Elementary School	2
14. Macabebe	Macabebe Central School	2
15. Masantol	Masantol Elementary School	2
16. Bacolor	Bacolor Elementary Town Proper	2
17. Sta. Rita	Remedios Elementary School	2
18. Lubao	Sta. Cruz Elementary School	3
19. Guagua	Guagua Central School	2
20. Sasmuan	Sasmuan Elementary School	2
<b>Total</b>	<b>21</b>	<b>51</b>

**4. BATAAN**

*[Handwritten signature]*

**THURSDAY, NOVEMBER 23, 2023, 8:00 a.m. to 2:00 p.m.**

d) There will be twelve (12) polling places with 12 precincts.

POLLING PLACES	POLLING PRECINCTS	NO. OF PERSONNEL OR BEIC TO BE DEPLOYED
1. Balanga City	Balanga Elementary School	2
2. Orani	Orani North Elementary School	2
3. Abucay	Abucay Central School	2
4. Dinalupihan	Dinalupihan National High School	2
5. Hermosa	Hermosa Central School	2
6. Morong	Morong Elementary School	2
7. Bagac	Bagac Elementary School	2
8. Pilar	Pilar Elementary School	2
9. Samal	Samal North Elementary School	2
10. Limay	Limay Elementary School	2
11. Mariveles	A.G. Llamas Elementary School	2
12. Orion	Orion Elementary School	2
<b>Total</b>	<b>12</b>	<b>24</b>

**5. ZAMBALES**

**THURSDAY, NOVEMBER 23, 2023, 8:00 a.m. to 2:00 p.m.**

e) There will be fourteen (14) polling places with 14 precincts.

POLLING PLACES	POLLING PRECINCTS	NO. OF PERSONNEL OR BEIC TO BE DEPLOYED
1. Olongapo City	Olongapo City National High School	3
2. Subic	Subic Central Elementary School	2
3. Castillejos	Castillejos Central School	2
4. San Marcelino	San Marcelino Central School	2
5. San Narciso	San Narciso Central School	2
6. San Felipe	San Felipe Central School	2
7. Cabangan	Cabangan Central School	2
8. Botolan	Botolan Central School	2
9. San Antonio	San Antonio Central School	2
10. Iba	Iba Central School	2
11. Palauig	Palauig Central School	2
12. Masinloc	Masinloc Central School	2
13. Candelaria	Candelaria Central School	2
14. Sta. Cruz	Sta. Cruz Central School	2
<b>Total</b>	<b>14</b>	<b>29</b>

**6. NUEVA ECIJA**

*Amis*

**THURSDAY, DECEMBER 07, 2023, 8:00 a.m. to 2:00 p.m.**

f) There will be twenty-four (24) polling places with twenty-five (25) Precincts.

POLLING PLACES	POLLING PRECINCTS	NO. OF PERSONNEL OR BEIC TO BE DEPLOYED
1. Cabanatuan City Nueva Ecija High School	Cabanatuan East Central (2 Precincts) NEHS (1 Precinct)	6
2. Gapan City	Gapan South Central School	3
3. Munoz City	Munoz Central School	3
4. San Jose City	San Jose City National High School	3
5. Palayan City	Palayan City Central School	2
6. Cabaio/San Isidro	Cabaio Central School	2
7. Gen. Tinio/Peñarada	Gen. Tinio National High School	2
8. Jaen	Jaen Central School	2
9. San Antonio	San Antonio Central School	2
10. San Leonardo	San Leonardo Central School	2
11. Sta. Rosa	Sta. Rosa Central School	2
12. Zaragosa	Zaragosa Central School	2
13. Aliaga	Aliaga Central School	2
14. Guimba/Talugtug	Guimba East Central School	2
15. Talavera	Talavera Central School	2
16. St. Domingo/Licab/Quezon	Sto. Domingo Central School	2
17. Lupao	Lupao Central School	2
18. Caranglan	Carangalan Central School	2
19. Gen. Natividad	Gen. Natividad Central School	2
20. Rizal/Llanera	Rizal Central School	2
21. Pantabangan	Pantabangan Central School	2
22. Gabaldon/Laur	Gabaldon Central School	2
23. Cuyapo/ Nampicuan	Cuyapo Central School	2
24. Bongabon	Bongabon National High School	2
<b>Total</b>	<b>26</b>	<b>55</b>

**7. BULACAN**

**THURSDAY, DECEMBER 14, 2023, 8:00 a.m. to 2:00 p.m.**

g) There will be nineteen (19) polling places with twenty-one (21) precincts.

POLLING PLACES	POLLING PRECINCTS	NO. OF PERSONNEL OR BEIC TO BE DEPLOYED
1. San Jose Del Monte City	1. National Trade School (1Precinct); and 2. San Jose Del Monte City Central School (1Precinct)	6 (3 per Precinct)
2. Malolos City	Marcelo H. Del Pilar High School	3

3. Meycauayan City	1. Meycauayan National High School; and 2. West Central School	4 (2 per Precinct)
4. Bulakan/Obando	Gen. Gregorio Del Pilar Elementary School	2
5. Bocaue	Bocaue Central School	2
6. Marilao	Marilao Central School	2
7. Plaridel/Pulilan	Plaridel Central School	2
8. Guiguinto/Balagtas	Guiguinto Central School	2
9. Baliuag/Bustos	Baliuag North Central School	2
10. Angat/DRT	Angat Elementary School	2
11. San Rafael	San Rafael Central School	2
12. San Ildefonso	San Ildefonso Central School	2
13. San Miguel	San Miguel National High School	2
14. Paombong	Paombong Central School	2
15. Hagonoy	Hagonoy East Central School	2
16. Calumpit	Calumpit Central School	2
17. Norzagaray/ Dona Remedios Trinidad (DRT)	Norzagaray Elementary School	2
18. Sta. Maria	Sta. Maria Central School	2
19. Pandi	Pandi Central School	2
Total	21	45

C. The lists of voters shall be per province/precincts and provided in Annexes 1. (Aurora), 2. (Tarlac), 3. (Pampanga), 4. (Bataan), 5. (Zambales), 6. (Nueva Ecija) and 7. (Bulacan) of this Run-Off Guidelines. Attached as Annexes 1, 2, 3, 4, 5, 6 and 7 are the lists of voters.

D. There shall be one (1) day schedule of voting per provinces as indicated above.

E. Voting shall be held as follows:

1. Aurora starting at 8:00 o'clock in the morning and shall ending at 1:00 o'clock in the afternoon and Tarlac-November 13, 2023 (Tuesday), the venue as identified above, starting at 8:00 o'clock in the morning and shall ending at 2:00 o'clock in the afternoon, respectively;
2. Pampanga-November 16, 2023 (Thursday), and precincts as defined, above starting at 8:00 o'clock in the morning and shall ending at 2:00 o'clock in the afternoon respectively;
3. Bataan and Zambales-November 23, 2023 (Thursday) respectively, and precincts as defined above, starting at 8:00 o'clock in the morning and shall ending at 2:00 o'clock in the afternoon respectively;
4. Nueva Ecija- December 07, 2023 (Thursday), and precincts as defined, above starting at 8:00 o'clock in the morning and shall ending at 2:00 o'clock in the afternoon respectively;
5. Bulacan- December 14, 2023 (Thursday), and precincts as defined, above starting at 8:00 o'clock in the morning and shall ending at 2:00 o'clock in the afternoon respectively;

F. Opening, counting and initial canvassing of votes per province shall be done immediately after the close of the polling in the precinct, or when the last voter has cast its vote, or

when the parties as reflected in the Minutes agree to close the casting of votes before the closing period. They shall be done at the said polling place and in the presence of the contending organizations' representatives.

- G. The consolidation of all canvassed votes shall be done tentatively on **20 December 2023 (Wednesday), 2:00 o'clock in the afternoon** at the DOLE Region Office No. III, Diosdado Macapagal Regional Government Center, Brgy. Maimpis, City of San Fernando, Pampanga, and in the presence of the contending organizations' representatives.

## II. ELECTION PARAPHERNALIA

- A. Official ballots and official tally sheets. The DESIGNATED ELECTION OFFICER shall prepare the official ballots and the official tally sheets to be used in the certification election.

DOLE Regional Office shall stamp the back of the official ballots using DOLE RO3 Official Logo, as security measures.

The names of the contending unions shall be arranged in the ballots as follows:

- a) ALLIANCE OF CONCERNED TEACHERS REGION III (ACT-ROIII);  
and  
b) ACTION AND SOLIDARITY FOR EMPOWERMENT OF TEACHERS-Central Luzon Union (ASSERT).
- B. Ballot boxes and padlocks. The DESIGNATED ELECTION OFFICER shall provide the ballot boxes. Use of improvised ballot boxes may also be resorted to in case the official ballot box is not available or enough.
- C. Polling booths, etc. DepEd management shall set-up the polling booths which shall not be less than ten (10) per polling precinct. Voters shall bring their own pen when voting.

## III. ELIGIBLE/QUALIFIED VOTERS

All rank-and-file teaching personnel including the Principals of the Department of Education (DepEd) of Regional Office No. III shall be qualified to vote. Final list of eligible voters shall be signed by the Election Officer, representative of the unions and the Management on **20 October 2023, 10:00 in the morning**, at DOLE RO3, CSF, Pampanga.

## IV. GROUNDS FOR THE CHALLENGE OR EXCLUSION OF ELIGIBLE VOTERS

From the previous master lists of voters, only non-teaching; retired and dismissed from the service without appeal or the dismissal order becomes final and executory shall be challenged and whose votes shall be segregated.

## V. ELECTION PROCEDURE

- A. POSTING:

1. The Management, in coordination with the identified union representatives, 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.
2. The notice of certification election shall be posted at two conspicuous places within the premises of the above-mentioned office at least eight (8) calendar days or on or before 31 October 2023 and thereafter as the election progresses.

**B. CASTING OF VOTES**

1. Preliminary. Before the start of the election or casting of votes on the above described date/s, the Election Officer/Representative from DOLE RO3 and the authorized representatives of the contending organizations shall inspect the polling place and the polling precinct/s. The ballot box shall be subject to inspection by the parties before the sealing of the same.
2. List of voters. The lists of employees per province used during the last election shall serve as the master list of those who will be qualified and allowed to vote in this certification election.

Employees not included in the previous master list shall be excluded from casting their vote.

The Management shall provide the previous list of the rank-and-file teaching personnel sorted alphabetically by province as defined above.

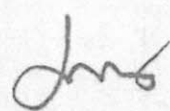

3. Who can vote. Any rank-and-file teaching personnel including the principals of DepEd RO3 found in the previous master list shall be allowed to vote. **Absentee or proxy voting shall NOT be allowed.**

The following can also vote:

- a. Rank-and-file teaching personnel and principals on official leave of absence provided that they shall vote to the polling precinct they were listed;
  - b. Rank-and-file teaching personnel and principals who may have been transferred shall vote to the polling precinct they were listed
  - c. Those who are on preventive suspension or dismissed from service but whose dismissal order is not yet final and executory;
  - d. Voters who have not yet exercised their rights but are already within a radius of **fifty (50) meters** from the polling area before the end of the polling time; and
4. Proof of Identification. An employee who desires to vote shall be required to present his/her employee issued Identification Card (ID) or any government issued ID including Vaccination Card with picture and shall affix his/her signature opposite his/her name in the master list before the release of official ballot to him/her. No one shall be allowed to vote without exhibiting any of the said IDs.

ATMs, Credit, SUKI Cards and the like shall not be honored.

5. Election watchers/representatives. Each contending union shall be entitled to two election watchers - one regular and one alternate. **However, contending organizations shall only be allowed one (1) watcher each at a time inside the polling precinct.**



The petitioner, the intervenor and the management are required to reproduce their respective Identification Cards as watchers or management's representatives.

6. Ballot. The voters shall personally mark a check (✓) inside the square opposite his/her choice. The choices are the following:

ACT REGION III UNION (ACT-RIII Union)

ACTION AND SOLIDARITY FOR EMPOWERMENT OF  
TEACHERS-Central Luzon Union (ASSERT-CL Union)

If a ballot is torn, defaced or marked in such a manner that the voter could be identified, or the voter inadvertently spoils or makes an erasure on the ballot he/she shall return such ballot to the Election Officer who in turn, shall destroy the same and replace it with another. Only once, such ballot shall be returned and replaced by another one.

7. Procedure:

- a. Unchallenged voter. If the election officer is satisfied with the identity and qualifications of the voter, a folded official ballot shall be given to the voter.

The voter shall then be required to sign on the blank space opposite his/her name in the official list prepared for this purpose. He shall proceed to a vacant polling booth to cast his/her vote.

After casting, the voter shall fold the ballot and shall personally drop it in the ballot box.

- b. "On-the-spot" challenged voter/s. For voter/voters challenged on the spot, he/she shall sign opposite the blank space provided for his/her signature (Please refer to Roman Numeral IV).

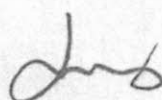
The voter shall proceed to a vacant polling booth to cast his/her vote.

After casting, the voter shall fold the ballot and hand the same to the Election Officer who shall place the same in a white envelope marked "on-the-spot challenged voter/s" and seal the same in the presence of the parties' respective watchers. The Election Officer shall indicate the voter's name and the ground for challenge. The parties' respective watchers and the Election Officer shall sign the seal of the white envelope.

All "on-the-spot" challenged votes shall be placed in a single brown envelope marked "on-the-spot challenged votes" with the seal duly signed by the watchers of the contending organizations and by the Election Officer.

8. Segregated and challenged votes. These shall be placed in an individual white letter envelope and sealed in the presence of the voter and watchers. The name of the voter, original place of assignment, position and **ground/reason for challenge/segregation** shall be indicated in the letter envelope. The Election Officer and watchers shall sign the sealed envelope.

All challenged/segregated votes (Please refer to Roman Numeral IV) shall only be opened and counted after the eligibility of the challenged voter/s shall have





been verified/validated by the parties and after all the unchallenged votes shall have been counted.

Where the eligibility of the challenged/segregated votes could not be verified/validated after all the unchallenged votes have been counted, the envelopes of the challenged/segregated voters shall be opened and resolved by the BLR Director provided the number of segregated voters will materially alter the results of the election.

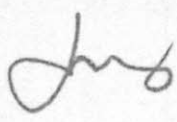
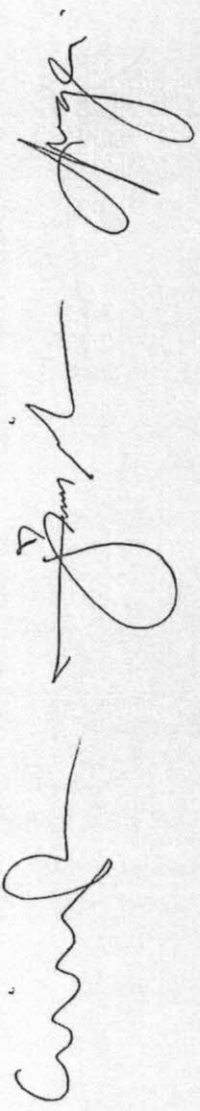
9. All state, military, uniformed, civilian forces and armed civilians shall not be in the schools' vicinities during the conduct of election.

### C. COUNTING AND TALLYING OF VOTES

1. Immediately after the close of polling at the precinct level or when the last voter has cast its vote, or when the parties, as reflected in the Minutes, agree to close the casting of votes before the closing period, votes cast shall be counted and tabulated by the assigned DOLE Board of Election Inspectors/Canvassers (DBEIC) in the precinct.
2. The Chairman of the DBEIC shall read aloud the vote contained in the ballots, tally the votes and put a line across the read and tallied ballot, while a member shall tally on the Board.
3. All votes cast shall be counted and tabulated by the DBEIC in the presence of the representatives of the union.
4. Only one watcher per union is authorized within a three-meter radius from the tallying area. Other persons except those authorized in the preceding paragraph shall stay away within the said three-meter radius.
5. In the appreciation of ballots, the Election Officer shall see to it that the voter marks a check (√) inside the square opposite his/her choice. The following votes shall be considered spoiled or invalid:
  - a. No check or cross (√) inside the square;
  - b. A check (√) or other marking is placed outside the square;
  - c. Double or more markings inside and/or outside the square [e.g. two (2) checks, two (2) crosses or a combination of cross (x) and check (√), etc.];
  - d. The word "yes", "no", "check", or "cross";
  - e. Erasures or use of snow fake; and,
  - f. Placing of markings other than a check (√).

### D. CANVASSING AND CONSOLIDATION OF ELECTION RESULTS

1. Upon completion of the counting of votes, the Election Officer shall allow each representative to take a picture of the minutes of the election and the tally sheet.
2. Election results, cast ballots, tally sheets, segregated/challenged votes and minutes of the election shall be sealed in an envelope signed by the parties and be forwarded to DOLE RO3 MALSU Office not later than three (3) days from the



**date of the conduct of election.** The province and the school precinct should be clearly identified outside of every sealed envelope. **One photocopy of the minutes of the run-off election reflecting the results shall be pasted/taped outside the envelope.**

3. Upon completion of the counting and canvassing of votes, the Election Officer shall defer the consolidation of votes to the scheduled date and time agreed by the parties (Please refer to Roman Numeral IG);
4. During the consolidation votes, each representative shall be furnished a copy of the minutes of the proceeding, and shall endorse the records and run-off election results to the BLR Director for the proclamation of the winner and certification of the sole and exclusive negotiating agent of the rank-and-file teaching personnel of DepEd, if no election protest has been filed during the election.

#### E. ELECTION PROTESTS

1. All protest/objections relative to the conduct of the run-off certification election shall be formalized before the BLR within five (5) calendar days from the close of the election proceedings or on 19 December 2023. **All protests/objections shall be contained/reflected in the minutes of every election results.** The protest shall identify concerned specific precinct/s and province/s.
2. No protest shall be entertained when not contained/reflected in the minutes of the election and/or after the lapse of the five-day reglementary period.
3. The winning union shall be proclaimed by the BLR Director five (5) days after the final consolidation of votes, provided, however, that no formal protest which would affect the result of the election has been filed within the reglementary period.

#### VI. MISCELLANEOUS PROVISION

- A. **Campaign period and during Election Day.** Campaign period shall start on 02 October 2023 and shall continue a day before of every scheduled election. It shall be understood that the contending union's Regional and Divisions Officers, and Coordinator are on official time during the conduct of campaign and when performing monitoring activities on election day, subject to the proper coordination with the Management.  
  
**Only the parties, ACT Region III Union and ASSERT-CL Union are allowed to campaign. All state, military, uniformed, civilian forces or armed civilians should be hands-off during elections while DepEd Management and other personnel who are not rank-and-file non-teaching are enjoined to exercise neutrality.**
- B. **Dialogue.** In coordination with DOLE-RO3, DOLE-Bureau of Labor Relations shall be requested to discuss the rules of engagement in relations to the conduct of election with the petitioner, the intervenor, the management including Schools Division Superintendents, PNP-RO3, NICA- RO3 and DILG-RO3 is tentatively set on 27 October 2023, 1:30 P.M., at DOLE Regional Office No. 3.
- C. **Briefing.** DOLE RO3 shall conduct briefing online with its personnel simultaneously with the petitioner and intervenor's watchers and management representatives with regard the Run-Off Guideline and conduct of the election at least three (3) days before the first scheduled election.

**D. Management's duties.**

1. Management shall observe strict neutrality during the conduct of the certification election.
2. Through a formal request by either union, the Management may organize school, district and division levels' discussions or for a during campaign period.
3. All officers and authorized representatives of the contending parties, teachers and principals who shall cast their votes shall be on official time during the election days (Thursdays or Fridays) until their completion.
4. The Management commits that there shall be no other school activities coinciding the day of the election/s.

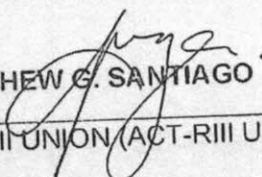
**E. COMMON POSTER AREA.** There shall be a common posting area to be determined by the respective Principals of each school for the posting of campaigned materials. As to the length and size of posters/campaign materials, the Election Code of the Philippines shall apply.

**F. Voters' decorum.** Except IDs, wearing of T-shirts printed with the name, logo, or campaign line of the contending unions shall NOT be allowed on Election Days. Any other similar propaganda materials that will identify the contending associations shall be strictly prohibited. This prohibition applies as well to the poll watchers of the unions. **There shall be no more campaign materials/posters at the polling precincts during the respective dates of the election. Any violation thereof shall be a ground for protest (See VI E.).**

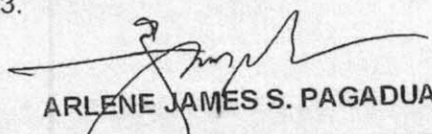
**G. On the spot questions, complaints or issues.** The designated Election Officer shall immediately resolve legitimate on-the-spot questions, complaints or issues that may be raised by any party concerned relative to the conduct of the certification election.

**H. Applicable laws, rules and regulations.** The above Guidelines shall govern the conduct of the certification election. The provisions of Executive Order No. 180, its Implementing Rules and Regulations, the Labor Code of the Philippines and the Omnibus Election Code of the Philippines shall apply suppletory.

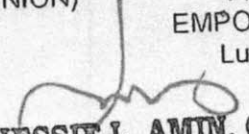
CONFORME/SIGNED this 4<sup>th</sup> day of October 2023.

  
MATHEW G. SANTIAGO

ACT REGION III UNION (ACT-RIII UNION)

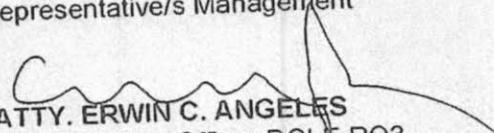
  
ARLENE JAMES S. PAGADUAN

ACTION AND SOLIDARITY FOR  
EMPOWERMENT OF TEACHERS-Central  
Luzon Union (ASSERT-CL UNION)

  
JESSIE L. AMIN, CESO V

Director III / Assistant Regional Director

Representative/s Management

  
ATTY. ERWIN C. ANGELES  
Designate Election Officer-DOLE RO3



Republic of the Philippines  
**Department of Education**  
REGION III-CENTRAL LUZON


OCT 12 2023  
DATE: \_\_\_\_\_  
Resource Section

**REGIONAL MEMORANDUM**  
No. 549 s. 2023

**CONDUCT OF RUN-OFF ELECTION AMONG THE RANK-AND-FILE TEACHING PERSONNEL OF THE DEPARTMENT OF EDUCATION REGION III**

To: Schools Division Superintendents  
All Others Concerned

1. Please find attached copy of the approved Guidelines in the Conduct of Run-Off Election Among the Rank-and-File Teaching Personnel of the Department of Education - Region III.
2. This run-off election between the contending parties, **ACT** and **ASSERT**, is within the control and supervision of Atty. Erwin C. Angeles of the Department of Labor and Employment (DOLE) Regional Office No. 03 Mediation-Arbitration and Legal Service Unit (MALSU), as the designated election officer.
3. The winning party, through simple majority, in this run-off election shall represent the Regional Teaching Group during the conduct of collective negotiation agreement with Management pursuant to Executive Order No. 180, s. 1987 and subsequent issuances of the Public Sector Labor-Management Council (PSLMC).
4. Accordingly, as part of Management, Schools Division Superintendents are advised to observe the provisions of the said Guidelines to ensure the success of the said activity.
5. For information, guidance and compliance.

  
Digitally signed by  
Eclar May Batenga  
Date: 2023.10.11  
21:23:40 +08'00'  
**MAY B. ECLAR, PhD, CESO III**  
Regional Director

Enclosure:  
As stated.

/A1  
October 9, 2023



Address: Matalino St. D.M. Government Center, Maimpis, City of San Fernando (P)  
Telephone Number: (045) 598-8580 to 89 Email Address: region3@deped.gov.ph

**GUIDELINES IN THE CONDUCT OF RUN-OFF ELECTION  
AMONG THE RANK-AND-FILE TEACHING PERSONNEL OF THE  
DEPARTMENT OF EDUCATION REGION III**

The parties to the Run-Off Election hereby agree, stipulate and adhere to the following rules and regulations:

**I. DATE, TIME AND PLACE OF THE ELECTION**

A. The region wide rank-and-file teaching personnel's run-off election shall be conducted under the control and supervision of Atty. Erwin C. Angeles of the Department of Labor and Employment (DOLE) Regional Office No. 3 Mediation-Arbitration Unit and Legal Service (MALSU) as the designated Election Officer.

B. The following Provinces/places/precincts shall be as follows:

**1. AURORA**

**TUESDAY, NOVEMBER 14, 2023, 8:00 a.m. to 1:00 p.m.**

a) There will be five (5) polling places with 5 precincts.

POLLING PLACES	POLLING PRECINCTS	NO. OF PERSONNEL OR BOARD OF ELECTION INSPECTORS/CANVASSERS (BEIC) TO BE DEPLOYED
1. Baler (San Luis and San Luis Coastal)	Baler Central School	3
2. Maria Aurora	Maria Aurora Central School	2
3. Dipaculao	Dipaculao Central School	2
4. Dingalan	Dingalan Central School	2
5. Casiguran (Dinalungan and Dilasilag)	Casiguran Central School	3
<b>Total</b>	<b>5</b>	<b>12</b>

**2. TARLAC**

**TUESDAY, NOVEMBER 14, 2023, 8:00 a.m. to 2:00 p.m.**

b) There will be fourteen (14) polling places with fifteen (15) precincts.

POLLING PLACES	POLLING PRECINCTS	NO. OF PERSONNEL OR BEIC TO BE DEPLOYED
1. Tarlac City	Sto. Cristo Integrated School (2 Precincts)	4
2. Moncada/Anao/San Manuel	Moncada South Central/Elem. School	2
3. Paniqui/Ramos	Paniqui South Central/Elem. School	2
4. Pura	Pura Central/Elem. School	2
5. Gerona	Gerona North Central School	2

*Janis*

6. Camiling/San Clemente	Camiling Central School	2
7. Mayantoc	Mayantoc Central School	2
8. Sta. Ignacia	Sta. Ignacia North/Elementary School	2
9. San Jose	Villa Aglipay Central School	2
10. Bamban	Bamban Elementary School	2
11. Capas	Cristo Rey High School	2
12. Lapaz/Victoria	San Isidro Central/Elem. School	2
13. Concepcion	Benigno Aquino National High School	3
14. Tarlac NHS & Annex	Tarlac NHS	2
<b>Total</b>	<b>15</b>	<b>31</b>

**3. PAMPANGA**

**THURSDAY, NOVEMBER 16, 2023, 8:00 a.m. to 2:00 p.m.**

c) There will be twenty (20) polling places with twenty-one (21) precincts.

POLLING PLACES	POLLING PRECINCTS	NO. OF PERSONNEL OR BEIC TO BE DEPLOYED
1. Angeles City	1. Angeles Elementary School (1 Precinct); and 2. Sta. Teresita Elementary School (1 Precinct)	4 (Two [2] per precinct)
2. Mabalacat City	Mabalacat Central School	3
3. San Fernando City	San Fernando Central School	3
4. Floridablanca	Floridablanca Central School	3
5. Porac	Paralaya Elementary School	3
6. Magalang	Magalang Elementary School	3
7. Arayat	Arayat Central School	3
8. Mexico	San Juan High School	3
9. Sta. Ana/San Luis	Sta. Ana Central School	2
10. Candaba	Candaba Central School	3
11. Minalin/Apalit	San Vicente Elementary School	2
12. San Simon	Concepcion Integrated School	2
13. Sto. Tomas	San Matias Elementary School	2
14. Macabebe	Macabebe Central School	2
15. Masantol	Masantol Elementary School	2
16. Bacolor	Bacolor Elementary Town Proper	2
17. Sta. Rita	Remedios Elementary School	2
18. Lubao	Sta. Cruz Elementary School	3
19. Guagua	Guagua Central School	2
20. Sasmuan	Sasmuan Elementary School	2
<b>Total</b>	<b>21</b>	<b>51</b>

**4. BATAAN**

*[Handwritten signature]*

**THURSDAY, DECEMBER 07, 2023, 8:00 a.m. to 2:00 p.m.**

f) There will be twenty-four (24) polling places with twenty-five (25) Precincts.

POLLING PLACES	POLLING PRECINCTS	NO. OF PERSONNEL OR BEIC TO BE DEPLOYED
1. Cabanatuan City Nueva Ecija High School	Cabanatuan East Central (2 Precincts) NEHS (1 Precinct)	6
2. Gapan City	Gapan South Central School	3
3. Munoz City	Munoz Central School	3
4. San Jose City	San Jose City National High School	3
5. Palayan City	Palayan City Central School	2
6. Cabiao/San Isidro	Cabiao Central School	2
7. Gen. Tinio/Peñarada	Gen. Tinio National High School	2
8. Jaen	Jaen Central School	2
9. San Antonio	San Antonio Central School	2
10. San Leonardo	San Leonardo Central School	2
11. Sta. Rosa	Sta. Rosa Central School	2
12. Zaragosa	Zaragosa Central School	2
13. Aliaga	Aliaga Central School	2
14. Guimba/Talugtug	Guimba East Central School	2
15. Talavera	Talavera Central School	2
16. Domingo/Licab/Quezon Sto.	Sto. Domingo Central School	2
17. Lupao	Lupao Central School	2
18. Caranglan	Carangalan Central School	2
19. Gen. Natividad	Gen. Natividad Central School	2
20. Rizal/Llanera	Rizal Central School	2
21. Pantabangan	Pantabangan Central School	2
22. Gabaldon/Laur	Gabaldon Central School	2
23. Cuyapo/ Nampicuan	Cuyapo Central School	2
24. Bongabon	Bongabon National High School	2
<b>Total</b>	<b>26</b>	<b>55</b>

**7. BULACAN**

**THURSDAY, DECEMBER 14, 2023, 8:00 a.m. to 2:00 p.m.**

g) There will be nineteen (19) polling places with twenty-one (21) precincts.

POLLING PLACES	POLLING PRECINCTS	NO. OF PERSONNEL OR BEIC TO BE DEPLOYED
1. San Jose Del Monte City	1. National Trade School (1Precinct); and 2. San Jose Del Monte City Central School (1Precinct)	6 (3 per Precinct)
2. Malolos City	Marcelo H. Del Pilar High School	3

*Handwritten signature*

**THURSDAY, NOVEMBER 23, 2023, 8:00 a.m. to 2:00 p.m.**

d) There will be twelve (12) polling places with 12 precincts.

POLLING PLACES	POLLING PRECINCTS	NO. OF PERSONNEL OR BEIC TO BE DEPLOYED
1. Balanga City	Balanga Elementary School	2
2. Orani	Orani North Elementary School	2
3. Abucay	Abucay Central School	2
4. Dinalupihan	Dinalupihan National High School	2
5. Hermosa	Hermosa Central School	2
6. Morong	Morong Elementary School	2
7. Bagac	Bagac Elementary School	2
8. Pilar	Pilar Elementary School	2
9. Samal	Samal North Elementary School	2
10. Limay	Limay Elementary School	2
11. Mariveles	A.G. Llamas Elementary School	2
12. Orion	Orion Elementary School	2
<b>Total</b>	<b>12</b>	<b>24</b>

**5. ZAMBALES**

**THURSDAY, NOVEMBER 23, 2023, 8:00 a.m. to 2:00 p.m.**

e) There will be fourteen (14) polling places with 14 precincts.

POLLING PLACES	POLLING PRECINCTS	NO. OF PERSONNEL OR BEIC TO BE DEPLOYED
1. Olongapo City	Olongapo City National High School	3
2. Subic	Subic Central Elementary School	2
3. Castillejos	Castillejos Central School	2
4. San Marcelino	San Marcelino Central School	2
5. San Narciso	San Narciso Central School	2
6. San Felipe	San Felipe Central School	2
7. Cabangan	Cabangan Central School	2
8. Botolan	Botolan Central School	2
9. San Antonio	San Antonio Central School	2
10. Iba	Iba Central School	2
11. Palauig	Palauig Central School	2
12. Masinloc	Masinloc Central School	2
13. Candelaria	Candelaria Central School	2
14. Sta. Cruz	Sta. Cruz Central School	2
<b>Total</b>	<b>14</b>	<b>29</b>

**6. NUEVA ECIJA**

*Amis*



**THURSDAY, DECEMBER 07, 2023, 8:00 a.m. to 2:00 p.m.**

f) There will be twenty-four (24) polling places with twenty-five (25) Precincts.

POLLING PLACES	POLLING PRECINCTS	NO. OF PERSONNEL OR BEIC TO BE DEPLOYED
1. Cabanatuan City Nueva Ecija High School	Cabanatuan East Central (2 Precincts) NEHS (1 Precinct)	6
2. Gapan City	Gapan South Central School	3
3. Munoz City	Munoz Central School	3
4. San Jose City	San Jose City National High School	3
5. Palayan City	Palayan City Central School	2
6. Cabiao/San Isidro	Cabiao Central School	2
7. Gen. Tinio/Peñarada	Gen. Tinio National High School	2
8. Jaen	Jaen Central School	2
9. San Antonio	San Antonio Central School	2
10. San Leonardo	San Leonardo Central School	2
11. Sta. Rosa	Sta. Rosa Central School	2
12. Zaragosa	Zaragosa Central School	2
13. Aliaga	Aliaga Central School	2
14. Guimba/Talugtug	Guimba East Central School	2
15. Talavera	Talavera Central School	2
16. Sto. Domingo/Licab/Quezon	Sto. Domingo Central School	2
17. Lupao	Lupao Central School	2
18. Caranglan	Carangalan Central School	2
19. Gen. Natividad	Gen. Natividad Central School	2
20. Rizal/Llanera	Rizal Central School	2
21. Pantabangan	Pantabangan Central School	2
22. Gabaldon/Laur	Gabaldon Central School	2
23. Cuyapo/ Nampicuan	Cuyapo Central School	2
24. Bongabon	Bongabon National High School	2
<b>Total</b>	<b>26</b>	<b>55</b>

**7. BULACAN**

**THURSDAY, DECEMBER 14, 2023, 8:00 a.m. to 2:00 p.m.**

g) There will be nineteen (19) polling places with twenty-one (21) precincts.

POLLING PLACES	POLLING PRECINCTS	NO. OF PERSONNEL OR BEIC TO BE DEPLOYED
1. San Jose Del Monte City	1. National Trade School (1Precinct); and 2. San Jose Del Monte City Central School (1Precinct)	6 (3 per Precinct)
2. Malolos City	Marcelo H. Del Pilar High School	3

3. Meycauayan City	1. Meycauayan National High School; and 2. West Central School	4 (2 per Precinct)
4. Bulakan/Obando	Gen. Gregorio Del Pilar Elementary School	2
5. Bocaue	Bocaue Central School	2
6. Marilao	Marilao Central School	2
7. Plaridel/Pulilan	Plaridel Central School	2
8. Guiguinto/Balagtas	Guiguinto Central School	2
9. Baliuag/Bustos	Baliuag North Central School	2
10. Angat/DRT	Angat Elementary School	2
11. San Rafael	San Rafael Central School	2
12. San Ildefonso	San Ildefonso Central School	2
13. San Miguel	San Miguel National High School	2
14. Paombong	Paombong Central School	2
15. Hagonoy	Hagonoy East Central School	2
16. Calumpit	Calumpit Central School	2
17. Norzagaray/ Dona Remedios Trinidad (DRT)	Norzagaray Elementary School	2
18. Sta. Maria	Sta. Maria Central School	2
19. Pandi	Pandi Central School	2
Total	21	45

C. The lists of voters shall be per province/precincts and provided in Annexes 1. (Aurora), 2. (Tarlac), 3. (Pampanga), 4. (Bataan), 5. (Zambales), 6. (Nueva Ecija) and 7. (Bulacan) of this Run-Off Guidelines. Attached as Annexes 1, 2, 3, 4, 5, 6 and 7 are the lists of voters.

D. There shall be one (1) day schedule of voting per provinces as indicated above.

E. Voting shall be held as follows:

1. Aurora starting at 8:00 o'clock in the morning and shall ending at 1:00 o'clock in the afternoon and Tarlac-November 13, 2023 (Tuesday), the venue as identified above, starting at 8:00 o'clock in the morning and shall ending at 2:00 o'clock in the afternoon, respectively;

2. Pampanga-November 16, 2023 (Thursday), and precincts as defined, above starting at 8:00 o'clock in the morning and shall ending at 2:00 o'clock in the afternoon respectively;

3. Bataan and Zambales-November 23, 2023 (Thursday) respectively, and precincts as defined above, starting at 8:00 o'clock in the morning and shall ending at 2:00 o'clock in the afternoon respectively;

4. Nueva Ecija- December 07, 2023 (Thursday), and precincts as defined, above starting at 8:00 o'clock in the morning and shall ending at 2:00 o'clock in the afternoon respectively;

5. Bulacan- December 14, 2023 (Thursday), and precincts as defined, above starting at 8:00 o'clock in the morning and shall ending at 2:00 o'clock in the afternoon respectively;

F. Opening, counting and initial canvassing of votes per province shall be done immediately after the close of the polling in the precinct, or when the last voter has cast its vote, or

when the parties as reflected in the Minutes agree to close the casting of votes before the closing period. They shall be done at the said polling place and in the presence of the contending organizations' representatives.

- G. The consolidation of all canvassed votes shall be done tentatively on **20 December 2023 (Wednesday), 2:00 o'clock in the afternoon** at the DOLE Region Office No. III, Diosdado Macapagal Regional Government Center, Brgy. Maimpis, City of San Fernando, Pampanga, and in the presence of the contending organizations' representatives.

## II. ELECTION PARAPHERNALIA

- A. Official ballots and official tally sheets. The DESIGNATED ELECTION OFFICER shall prepare the official ballots and the official tally sheets to be used in the certification election.

DOLE Regional Office shall stamp the back of the official ballots using DOLE RO3 Official Logo, as security measures.

The names of the contending unions shall be arranged in the ballots as follows:

- a) ALLIANCE OF CONCERNED TEACHERS REGION III (ACT-ROIII);  
and  
b) ACTION AND SOLIDARITY FOR EMPOWERMENT OF TEACHERS-  
Central Luzon Union (ASSERT).
- B. Ballot boxes and padlocks. The DESIGNATED ELECTION OFFICER shall provide the ballot boxes. Use of improvised ballot boxes may also be resorted to in case the official ballot box is not available or enough.
- C. Polling booths, etc. DepEd management shall set-up the polling booths which shall not be less than ten (10) per polling precinct. Voters shall bring their own pen when voting.

## III. ELIGIBLE/QUALIFIED VOTERS

All rank-and-file teaching personnel including the Principals of the Department of Education (DepEd) of Regional Office No. III shall be qualified to vote. Final list of eligible voters shall be signed by the Election Officer, representative of the unions and the Management on **20 October 2023, 10:00 in the morning**, at DOLE RO3, CSF, Pampanga.

## IV. GROUNDS FOR THE CHALLENGE OR EXCLUSION OF ELIGIBLE VOTERS

From the previous master lists of voters, only non-teaching; retired and dismissed from the service without appeal or the dismissal order becomes final and executory shall be challenged and whose votes shall be segregated.

## V. ELECTION PROCEDURE

- A. POSTING:

1. The Management, in coordination with the identified union representatives, 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.
2. The notice of certification election shall be posted at two conspicuous places within the premises of the above-mentioned office at least eight (8) calendar days or on or before 31 October 2023 and thereafter as the election progresses.

**B. CASTING OF VOTES**

1. Preliminary. Before the start of the election or casting of votes on the above described date/s, the Election Officer/Representative from DOLE RO3 and the authorized representatives of the contending organizations shall inspect the polling place and the polling precinct/s. The ballot box shall be subject to inspection by the parties before the sealing of the same.
2. List of voters. The lists of employees per province used during the last election shall serve as the master list of those who will be qualified and allowed to vote in this certification election.

Employees not included in the previous master list shall be excluded from casting their vote.

The Management shall provide the previous list of the rank-and-file teaching personnel sorted alphabetically by province as defined above.

3. Who can vote. Any rank-and-file teaching personnel including the principals of DepEd RO3 found in the previous master list shall be allowed to vote. **Absentee or proxy voting shall NOT be allowed.**

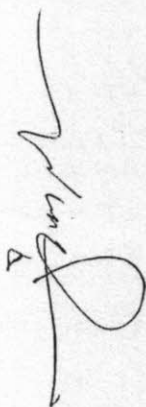
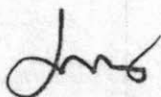
The following can also vote:

- a. Rank-and-file teaching personnel and principals on official leave of absence provided that they shall vote to the polling precinct they were listed;
- b. Rank-and-file teaching personnel and principals who may have been **transferred** shall vote to the polling precinct they were listed
- c. Those who are on preventive suspension or dismissed from service but whose dismissal order is not yet final and executory;
- d. Voters who have not yet exercised their rights but are already within a radius of **fifty (50) meters** from the polling area before the end of the polling time; and

4. Proof of Identification. An employee who desires to vote shall be required to present his/her employee issued Identification Card (ID) or any government issued ID including Vaccination Card with picture and shall affix his/her signature opposite his/her name in the master list before the release of official ballot to him/her. No one shall be allowed to vote without exhibiting any of the said IDs.

ATMs, Credit, SUKI Cards and the like shall not be honored.

5. Election watchers/representatives. Each contending union shall be entitled to two election watchers - one regular and one alternate. **However, contending organizations shall only be allowed one (1) watcher each at a time inside the polling precinct.**



The petitioner, the intervenor and the management are required to reproduce their respective Identification Cards as watchers or management's representatives.

6. Ballot. The voters shall personally mark a check (✓) inside the square opposite his/her choice. The choices are the following:

ACT REGION III UNION (ACT-RIII Union)

ACTION AND SOLIDARITY FOR EMPOWERMENT OF  
TEACHERS-Central Luzon Union (ASSERT-CL Union)

If a ballot is torn, defaced or marked in such a manner that the voter could be identified, or the voter inadvertently spoils or makes an erasure on the ballot he/she shall return such ballot to the Election Officer who in turn, shall destroy the same and replace it with another. Only once, such ballot shall be returned and replaced by another one.

7. Procedure:

- a. Unchallenged voter. If the election officer is satisfied with the identity and qualifications of the voter, a folded official ballot shall be given to the voter.

The voter shall then be required to sign on the blank space opposite his/her name in the official list prepared for this purpose. He shall proceed to a vacant polling booth to cast his/her vote.

After casting, the voter shall fold the ballot and shall personally drop it in the ballot box.

- b. "On-the-spot" challenged voter/s. For voter/voters challenged on the spot, he/she shall sign opposite the blank space provided for his/her signature (Please refer to Roman Numeral IV).

The voter shall proceed to a vacant polling booth to cast his/her vote.

After casting, the voter shall fold the ballot and hand the same to the Election Officer who shall place the same in a white envelope marked "on-the-spot challenged voter/s" and seal the same in the presence of the parties' respective watchers. The Election Officer shall indicate the voter's name and the ground for challenge. The parties' respective watchers and the Election Officer shall sign the seal of the white envelope.

All "on-the-spot" challenged votes shall be placed in a single brown envelope marked "on-the-spot challenged votes" with the seal duly signed by the watchers of the contending organizations and by the Election Officer.

8. Segregated and challenged votes. These shall be placed in an individual white letter envelope and sealed in the presence of the voter and watchers. The name of the voter, original place of assignment, position and **ground/reason for challenge/segregation** shall be indicated in the letter envelope. The Election Officer and watchers shall sign the sealed envelope.

All challenged/segregated votes (Please refer to Roman Numeral IV) shall only be opened and counted after the eligibility of the challenged voter/s shall have

been verified/validated by the parties and after all the unchallenged votes shall have been counted.

Where the eligibility of the challenged/segreated votes could not be verified/validated after all the unchallenged votes have been counted, the envelopes of the challenged/segreated voters shall be opened and resolved by the BLR Director provided the number of segreated voters will materially alter the results of the election.

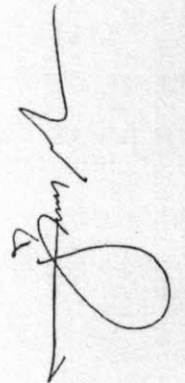
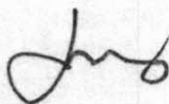
9. All state, military, uniformed, civilian forces and armed civilians shall not be in the schools' vicinities during the conduct of election.

### C. COUNTING AND TALLYING OF VOTES

1. Immediately after the close of polling at the precinct level or when the last voter has cast its vote, or when the parties, as reflected in the Minutes, agree to close the casting of votes before the closing period, votes cast shall be counted and tabulated by the assigned DOLE Board of Election Inspectors/Canvassers (DBEIC) in the precinct.
2. The Chairman of the DBEIC shall read aloud the vote contained in the ballots, tally the votes and put a line across the read and tallied ballot, while a member shall tally on the Board.
3. All votes cast shall be counted and tabulated by the DBEIC in the presence of the representatives of the union.
4. Only one watcher per union is authorized within a three-meter radius from the tallying area. Other persons except those authorized in the preceding paragraph shall stay away within the said three-meter radius.
5. In the appreciation of ballots, the Election Officer shall see to it that the voter marks a check (√) inside the square opposite his/her choice. The following votes shall be considered spoiled or invalid:
  - a. No check or cross (√) inside the square;
  - b. A check (√) or other marking is placed outside the square;
  - c. Double or more markings inside and/or outside the square [e.g. two (2) checks, two (2) crosses or a combination of cross (x) and check (√), etc.];
  - d. The word "yes", "no", "check", or "cross";
  - e. Erasures or use of snow fake; and,
  - f. Placing of markings other than a check (√).

### D. CANVASSING AND CONSOLIDATION OF ELECTION RESULTS

1. Upon completion of the counting of votes, the Election Officer shall allow each representative to take a picture of the minutes of the election and the tally sheet.
2. Election results, cast ballots, tally sheets, segreated/challenged votes and minutes of the election shall be sealed in an envelope signed by the parties and be forwarded to DOLE RO3 MALSU Office not later than three (3) days from the



**date of the conduct of election.** The province and the school precinct should be clearly identified outside of every sealed envelope. **One photocopy of the minutes of the run-off election reflecting the results shall be pasted/taped outside the envelope.**

3. Upon completion of the counting and canvassing of votes, the Election Officer shall defer the consolidation of votes to the scheduled date and time agreed by the parties (Please refer to Roman Numeral IG);
4. During the consolidation votes, each representative shall be furnished a copy of the minutes of the proceeding, and shall endorse the records and run-off election results to the BLR Director for the proclamation of the winner and certification of the sole and exclusive negotiating agent of the rank-and-file teaching personnel of DepEd, if no election protest has been filed during the election.

#### E. ELECTION PROTESTS

1. All protest/objections relative to the conduct of the run-off certification election shall be formalized before the BLR within five (5) calendar days from the close of the election proceedings or on 19 December 2023. **All protests/objections shall be contained/reflected in the minutes of every election results.** The protest shall identify concerned specific precinct/s and province/s.
2. No protest shall be entertained when not contained/reflected in the minutes of the election and/or after the lapse of the five-day reglementary period.
3. The winning union shall be proclaimed by the BLR Director five (5) days after the final consolidation of votes, provided, however, that no formal protest which would affect the result of the election has been filed within the reglementary period.

#### VI. MISCELLANEOUS PROVISION

- A. **Campaign period and during Election Day.** Campaign period shall start on 02 October 2023 and shall continue a day before of every scheduled election. It shall be understood that the contending union's Regional and Divisions Officers, and Coordinator are on official time during the conduct of campaign and when performing monitoring activities on election day, subject to the proper coordination with the Management.  
**Only the parties, ACT Region III Union and ASSERT-QL Union are allowed to campaign. All state, military, uniformed, civilian forces or armed civilians should be hands-off during elections while DepEd Management and other personnel who are not rank-and-file non-teaching are enjoined to exercise neutrality.**
- B. **Dialogue.** In coordination with DOLE-RO3, DOLE-Bureau of Labor Relations shall be requested to discuss the rules of engagement in relations to the conduct of election with the petitioner, the intervenor, the management including Schools Division Superintendents, PNP-RO3, NICA- RO3 and DILG-RO3 is tentatively set on 27 October 2023, 1:30 P.M., at DOLE Regional Office No. 3.
- C. **Briefing.** DOLE RO3 shall conduct briefing online with its personnel simultaneously with the petitioner and intervenor's watchers and management representatives with regard the Run-Off Guideline and conduct of the election at least three (3) days before the first scheduled election.

**D. Management's duties.**

1. Management shall observe strict neutrality during the conduct of the certification election.
2. Through a formal request by either union, the Management may organize school, district and division levels' discussions or for a during campaign period.
3. All officers and authorized representatives of the contending parties, teachers and principals who shall cast their votes shall be on official time during the election days (Thursdays or Fridays) until their completion.
4. The Management commits that there shall be no other school activities coinciding the day of the election/s.

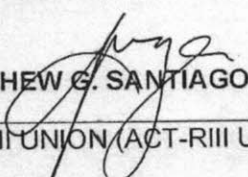
**E. COMMON POSTER AREA.** There shall be a common posting area to be determined by the respective Principals of each school for the posting of campaigned materials. As to the length and size of posters/campaign materials, the Election Code of the Philippines shall apply.

**F. Voters' decorum.** Except IDs, wearing of T-shirts printed with the name, logo, or campaign line of the contending unions shall **NOT** be allowed on Election Days. Any other similar propaganda materials that will identify the contending associations shall be strictly prohibited. This prohibition applies as well to the poll watchers of the unions. **There shall be no more campaign materials/posters at the polling precincts during the respective dates of the election. Any violation thereof shall be a ground for protest (See VI E.).**

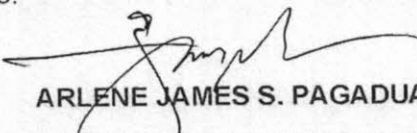
**G. On the spot questions, complaints or issues.** The designated Election Officer shall immediately resolve legitimate on-the-spot questions, complaints or issues that may be raised by any party concerned relative to the conduct of the certification election.

**H. Applicable laws, rules and regulations.** The above Guidelines shall govern the conduct of the certification election. The provisions of Executive Order No. 180, its Implementing Rules and Regulations, the Labor Code of the Philippines and the Omnibus Election Code of the Philippines shall apply supplementary.

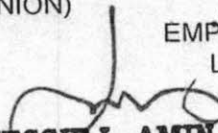
CONFORME/SIGNED this 4<sup>th</sup> day of October 2023.

  
**MATHEW G. SANTIAGO**

ACT REGION III UNION (ACT-RIII UNION)

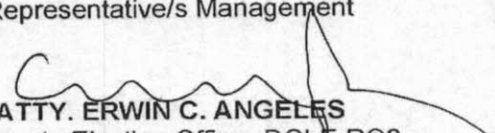
  
**ARLENE JAMES S. PAGADUAN**

ACTION AND SOLIDARITY FOR  
EMPOWERMENT OF TEACHERS-Central  
Luzon Union (ASSERT-CL UNION)

  
**JESSIE L. AMIN, CESO V**

Director III / Assistant Regional Director

Representative/s Management

  
**ATTY. ERWIN C. ANGELES**  
Designate Election Officer-DOLE RO3