

Republika ng Pilipinas
(Republic of the Philippines)
KAGAWARAN NG EDUKASYON, KULTURA AT ISPORTS
(DEPARTMENT OF EDUCATION, CULTURE AND SPORTS)
UL Complex, Pasig, Metro Manila

January 28, 1992

DECS O R D E R
No. 12, s. 1992

DEPUTATION OF CERTAIN NATIONAL AND LOCAL OFFICIALS/EMPLOYEES
PURSUANT TO COMELEC RESOLUTION NO. 2331

To: Regional Directors
Schools Superintendents
Vocational School Superintendents/Administrators
Public Schools District Supervisors
School Principals

1. Inclosed are pertinent portions of Resolution No. 2331 of the Commission on Elections, promulgated on January 2, 1992, re: deputation of certain national and local officials and employees, law enforcement agencies and instrumentalities including government-owned or controlled corporations, prescribing their duties and functions as deputies of the Commission on Elections in connection with the registration of voters on February 1, 1992 and the national and local elections on May 11, 1992.

2. Pursuant to the provision of the aforesaid Resolution, particularly Section 1, Department of Education, Culture and Sports, the Secretary has been designated as Deputy of the Commission invested with duties and functions provided therein. Likewise, the regional directors, assistant regional directors, provincial and city superintendents are appointed as COMELEC representatives and district schools supervisors, and school principals/officers-in-charge are appointed assistants to the provincial/city superintendents of schools with their corresponding duties/functions.

3. It is desired that this Order be given immediate and wide dissemination for information and guidance. All concerned are hereby enjoined to strictly comply with and/or observe the instructions given in the aforesaid Resolution.

(SGD-) ISIDRO D. CARINO
Secretary

Incl.: As stated
Reference: None
Allotment: 1-2-3--(M.O. 1-87)
To be indicated in the Perpetual Index
under the following subjects:

EMPLOYEES
OFFICIALS

RULES & REGULATIONS
SERVICE

TEACHERS

(Inclosure to DECS Order No. 12, s. 1992)

COMELEC RESOLUTION NO. 2331

I. DEPARTMENT OF EDUCATION, CULTURE AND SPORTS

1. The Secretary of the Department of Education, Culture and Sports is hereby designated as Deputy of the Commission; regional directors, assistant regional directors, the provincial and city superintendents of schools or officers-in-charge thereof, are hereby appointed as representatives of the Commission; and the district school supervisors, school principals, or officers-in-charge thereof, are hereby appointed as assistants to the provincial and city superintendents of schools;

2. The Secretary of the Department of Education, Culture and Sports, the regional directors, assistant regional directors, provincial superintendents of schools, city superintendents of schools, officers-in-charge as deputy and representatives, respectively, and the district school supervisors, school principals or officers-in-charge, as assistants to the provincial/city superintendents shall have the following duties and functions:

2.1. Secretary of the Department of Education, Culture and Sports, Regional Directors and Assistant Regional Directors:

Coordinate with and assist the Commission in the implementation of all orders and instructions relative to the duties and functions of public school teachers in connection with the registration of voters on February 1, 1992, the revision of the list of voters on March 21, 1992, where warranted, and the national and local elections on May 11, 1992 and of such other measures as are necessary, including the use of all public school buildings designated as polling places.

2.2. Provincial/city superintendents of schools or officers-in-charge thereof:

a. Submit to the election registrar concerned not later than January 2, 1992, the names of public school teachers whom they recommend for appointment as chairmen and members of the boards and their substitutes in the board of election inspectors.

b. Submit to the election registrar the names of district supervisors and school principals whom they recommend for appointment as their assistants.

c. Comply strictly with the rules and regulations prescribed herein, and such other subsequent resolutions as may be prescribed by the Commission including instructions printed in the different election forms.

2.3. District school supervisors, school principals or officers-in-charge:

a. Receive all communications from the Commission or its deputies and representatives and transmit them to the board of election inspectors.

b. Assist the provincial/city superintendents in recommending public school teachers to all vacancies in the position of chairmen and members of the board of election inspectors when such occasion arises in accordance with the instructions of the Commission.

c. Receive any complaint against any chairman or member of the board and to transmit the same to the Commission or its representatives; and

d. Adopt, jointly with the election registrar and the board of election inspectors, adequate measures to safeguard election documents and paraphernalia.

3. The regional directors, assistant regional directors, provincial and city superintendents of schools, district supervisors, school principals or officers-in-charge thereof, and public school teachers shall not be transferred after their appointment as representatives of the Commission or assistants to the representatives of the Commission or chairman or members of the board of election inspectors without prior written authority from the Commission.

4. District supervisors and school principals, as assistants to provincial/city superintendents of schools, shall not unduly influence any public school teacher appointed as chairman or member of the board of election inspectors.

5. No conference, seminar, or any school activity, which might interfere, restrict, or prevent the performance of election duties of district school supervisors, school principals and public school teachers, shall be held except upon prior authority of the Commission.

6. The superintendent of schools, district supervisor or school principal shall immediately report to the election registrar any chairman or member of the board of election inspectors committing any serious irregularity or misbehavior in the performance of his election duties. The election registrar, after satisfying himself of the veracity of the report, shall relieve said chairman or member and appoint the corresponding substitute who shall immediately be directed to take over.

Immediately after the election, the Commission and/or school officials concerned, shall file against the erring chairman or member the appropriate criminal and/or administrative charges in accordance with existing laws and rules and regulations of the Commission.

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