



Republic of the Philippines  
**Department of Education**  
REGION IV- A CALABARZON  
CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

04 March 2025

DIVISION MEMORANDUM  
No. 149 s. 2025

**TRAINING SCHEDULE FOR THE ELECTORAL BOARD FOR THE UPCOMING  
MAY 2025 NATIONAL AND LOCAL ELECTIONS**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors  
Heads, Public Elementary and Secondary Schools  
Heads, Unit/Section  
All Others Concerned

1. Relative to the letter from the Commission on Elections (COMELEC) dated February 26, 2025, the Commission will conduct a two-day training for the Electoral Board, particularly for the **Chairmen and Poll Clerks, on March 7 and 8, 2025 at Ouan's Worth Farm and Family Resort in Lucena City, Quezon.** Registration for the training will be held on **March 6, 2025, at 4:00 P.M.**
2. In line with this, please see the following enclosures for your information and guidance:
  - a. Letter from the COMELEC; and
  - b. List of Electoral Boards for training.
3. Should you have any inquiries or require further clarification regarding the training, please feel free to reach out to the COMELEC. Additionally, a separate memorandum will be issued for the final list of support staff and Department of Education Supervisor Officials (DESO) once it is received from the Commission.
4. Immediate dissemination and strict compliance of this Memorandum is desired.

For:

**CELEDONIO B. BALDERAS JR.**  
Schools Division Superintendent

By:

**DR. EDWIN R. RODRIGUEZ**  
Chief Education Supervisor - CID  
Officer-in-Charge

Encl: As stated

Reference: Regional Memorandum 98 s. 2025

To be indicated in the Perpetual Index  
under the following subjects:

**NATIONAL AND LOCAL ELECTIONS**

OSDS Personnel Unit – training schedule for the electoral board for the upcoming may 2025 national and local elections

PERO01S8-001300 /March 4, 2025



**MR. CELEDONIO B. BALDERAS JR.**

Schools Division Superintendent  
Division of Tayabas

SUBJECT: Schedule of Training of Electoral Board

DATE : 03 March 2025

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In preparation for the upcoming 2025 May 12 National and Local Elections, attached is the schedule of the two-day training for the Electoral Board particularly the **Chairmen and Poll Clerks this coming March 7 & 8, 2025.**

Participants are expected to register on **March 6, 2025 at 4:00pm at Ouan's Worth Farm and Family Resort, Lucena City, Quezon**, a day before their scheduled training where they will be informed of their accommodation arrangements. The Training Proper will be on Day 1 at **8:00am**, followed by the Assessment of the Electoral Board by DOST on Day 2, with check out by 10:00AM.

For training sessions scheduled from Monday to Saturdays, when teachers have regular classes or other duties, this office quotes Section 3.1 of Resolution No.11055, which states:

SECTION 3.1 – The Department of Education or the Ministry of Basic, Higher and Technical Education (MBHTE) shall:

- a) Comply with and enforce all orders and instructions of the Commission relative to the election duties and functions of its personnel as mandated by existing laws, rules and regulations;
- b) Allow the use of public school buildings as polling places/voting centers for election purposes;
- c) Not hold, during the election period, conferences, seminars, or any school activity that might interfere, restrict, or prevent the performance of election duties of its personnel, except upon prior written authority from the Commission;
- d) Render assistance to the Commission for the implementation and enforcement of the prohibition on vote-buying and vote-selling under Section 261 (a) of the Omnibus Election Code ; and
- e) Perform such other duties and functions as the Commission may prescribe from time to time for the conduct of Elections.”

In view of the foregoing, and in accordance with the cited provision, kindly inform the concerned that teachers designated as Chairpersons and Poll Clerks of the Electoral Board be excused from their regular duties to perform their election-related functions.

Thank you and hopeful for your usual consideration on the matter

(sgd ) **RAMIR D. LARITA**  
Election Officer IV





Republic of the Philippines  
**COMMISSION ON ELECTIONS**  
**OFFICE OF THE ELECTION OFFICER - City of Tayabas**  
Province of Quezon

**ELECTORAL BOARDS TRAINING**

**March 7 - 8, 2025**

FOR THE MAY 12, 2025 LOCAL & NATIONAL ELECTIONS  
OUAN'S FARM RESORT

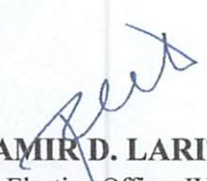
NO.	NAME	STATION	POSITION	GENDER
1	ABANTO, HELEN M.	CITY OF TAYABAS	CHAIRMAN	FEMALE
2	ABDON, ROWENA L.	CITY OF TAYABAS	POLL CLERK	FEMALE
3	ABELLA, MARICEL L.	CITY OF TAYABAS	POLL CLERK	FEMALE
4	ABESAMIS, TESALONICA C.	CITY OF TAYABAS	CHAIRMAN	FEMALE
5	ABUEL, MA. LUISA E.	CITY OF TAYABAS	POLL CLERK	FEMALE
6	ABULENCIA, ROSHELL R.	CITY OF TAYABAS	POLL CLERK	FEMALE
7	AGUDILLA, MONTANO II L.	CITY OF TAYABAS	CHAIRMAN	MALE
8	ALONER, JENA N.	CITY OF TAYABAS	POLL CLERK	FEMALE
9	AMERICA, VEDA C.	CITY OF TAYABAS	CHAIRMAN	FEMALE
10	AMO, IEREEN V.	CITY OF TAYABAS	POLL CLERK	FEMALE
11	AMPARO, CHARLYN C.	CITY OF TAYABAS	POLL CLERK	FEMALE
12	AQUINO, ELIZABETH M.	CITY OF TAYABAS	CHAIRMAN	FEMALE
13	ARCA, NORMITA B.	CITY OF TAYABAS	POLL CLERK	FEMALE
14	ARENA, RIOSAN C.	CITY OF TAYABAS	POLL CLERK	FEMALE
15	AUREADA, EDELYN D.	CITY OF TAYABAS	CHAIRMAN	FEMALE
16	AVERILLA, MA. AILLEN A.	CITY OF TAYABAS	CHAIRMAN	FEMALE
17	AYALA, ADELMA L.	CITY OF TAYABAS	POLL CLERK	FEMALE
18	BACERA, PATRICK S.	CITY OF TAYABAS	POLL CLERK	MALE
19	BARQUILLA, JENITTE D.	CITY OF TAYABAS	POLL CLERK	FEMALE
20	BAUTISTA, ANNA MONICA P.	CITY OF TAYABAS	POLL CLERK	FEMALE
21	BAYLONGO, RIO LOUIE O.	CITY OF TAYABAS	CHAIRMAN	FEMALE
22	BELLALBA, RODINA D.	CITY OF TAYABAS	POLL CLERK	FEMALE
23	BENEDICTO, ANSELMA E.	CITY OF TAYABAS	CHAIRMAN	FEMALE
24	BLANCA, JINNA L.	CITY OF TAYABAS	POLL CLERK	FEMALE
25	CABALSA, ROWENA E.	CITY OF TAYABAS	CHAIRMAN	FEMALE
26	CABAÑAS, JOYCE RENETH M.	CITY OF TAYABAS	POLL CLERK	FEMALE
27	CABILE, LUZVIMINDA S.	CITY OF TAYABAS	POLL CLERK	FEMALE
28	CABLAIDA, NERISSA S.	CITY OF TAYABAS	POLL CLERK	FEMALE
29	CABLAIDA, WAREEN L.	CITY OF TAYABAS	CHAIRMAN	MALE
30	CABRIGA, JERIC L.	CITY OF TAYABAS	CHAIRMAN	MALE
31	CABRIGA, JESSAMAE M.	CITY OF TAYABAS	POLL CLERK	FEMALE
32	CABRIGA, RESSETTE J.	CITY OF TAYABAS	POLL CLERK	FEMALE
33	CABUYAO, ENRIQUE S.	CITY OF TAYABAS	CHAIRMAN	MALE
34	CABUYAO, GEE ANN JOY R.	CITY OF TAYABAS	POLL CLERK	FEMALE
35	CABUYAO, NOELA ALITA V.	CITY OF TAYABAS	CHAIRMAN	FEMALE
36	CABUYAO, RUEL A.	CITY OF TAYABAS	CHAIRMAN	MALE
37	CAJA, ROWENA C.	CITY OF TAYABAS	CHAIRMAN	FEMALE
38	CALABANO, ANALYN L.	CITY OF TAYABAS	CHAIRMAN	FEMALE
39	CALABANO, LALAINE T.	CITY OF TAYABAS	POLL CLERK	FEMALE
40	CAPISTRANO, GLENDA A.	CITY OF TAYABAS	CHAIRMAN	FEMALE
41	CAPISTRANO, MARC DENNIS G.	CITY OF TAYABAS	CHAIRMAN	MALE
42	CAPISTRANO, MARISSA R.	CITY OF TAYABAS	POLL CLERK	FEMALE
43	CASTILLO, CORNELIA N.	CITY OF TAYABAS	CHAIRMAN	FEMALE
44	CASTILLO, GLENDA Y.	CITY OF TAYABAS	POLL CLERK	FEMALE
45	CESARIO, MARIELL E.	CITY OF TAYABAS	CHAIRMAN	FEMALE

NO.	NAME	STATION	POSITION	GENDER
46	COCADIZ, JUVELYN T.	CITY OF TAYABAS	CHAIRMAN	FEMALE
47	CONSTANTINO, GERALDINE M.	CITY OF TAYABAS	CHAIRMAN	FEMALE
48	CONTRERAS, MARIA EDISSA S.	CITY OF TAYABAS	CHAIRMAN	FEMALE
49	CONTRERAS, MARIVIC L.	CITY OF TAYABAS	POLL CLERK	FEMALE
50	CUADRA, MARIA CONCEPCION R.	CITY OF TAYABAS	CHAIRMAN	FEMALE
51	DAEL, MARISTEL P.	CITY OF TAYABAS	POLL CLERK	FEMALE
52	DAELLA, JOCELYN C.	CITY OF TAYABAS	POLL CLERK	FEMALE
53	DAYA, JEN CASVEL C.	CITY OF TAYABAS	CHAIRMAN	FEMALE
54	DAYAPAN, MARITES R.	CITY OF TAYABAS	POLL CLERK	FEMALE
55	DE LOS REYES, GLENDA S.	CITY OF TAYABAS	POLL CLERK	FEMALE
56	DE LOS SANTOS, RONAN THADDEUS D.	CITY OF TAYABAS	CHAIRMAN	MALE
57	DECAL, LOIDA R.	CITY OF TAYABAS	CHAIRMAN	FEMALE
58	DELLORO, MA. SOCORRO S.	CITY OF TAYABAS	CHAIRMAN	FEMALE
59	DIALOLA, MELROSE R.	CITY OF TAYABAS	POLL CLERK	FEMALE
60	ECLARIN, JOAN JOY J.	CITY OF TAYABAS	POLL CLERK	FEMALE
61	EGUIA, MARIBETH R.	CITY OF TAYABAS	POLL CLERK	FEMALE
62	ELARCO, RONA C.	CITY OF TAYABAS	POLL CLERK	FEMALE
63	ENDENCIA, ANALOU R.	CITY OF TAYABAS	POLL CLERK	FEMALE
64	ESCORPION, MAY B.	CITY OF TAYABAS	CHAIRMAN	FEMALE
65	FLORES, JASMIN P.	CITY OF TAYABAS	CHAIRMAN	FEMALE
66	FORCA, JANE HALA C.	CITY OF TAYABAS	POLL CLERK	FEMALE
67	GALAPATI, HANNA MICHELLE C.	CITY OF TAYABAS	POLL CLERK	FEMALE
68	GALAPATI, IMELDA O.	CITY OF TAYABAS	CHAIRMAN	FEMALE
69	GAPASANGRA, LOREGEN C.	CITY OF TAYABAS	POLL CLERK	FEMALE
70	GAURANO, MARIAN A.	CITY OF TAYABAS	POLL CLERK	FEMALE
71	GOB, ANNADEL O.	CITY OF TAYABAS	CHAIRMAN	FEMALE
72	GOB, LESTER R.	CITY OF TAYABAS	POLL CLERK	MALE
73	HARI, JORICE B.	CITY OF TAYABAS	POLL CLERK	FEMALE
74	HUGO, RONALD O.	CITY OF TAYABAS	CHAIRMAN	MALE
75	ISAGUNDE, IVY D.	CITY OF TAYABAS	CHAIRMAN	FEMALE
76	JALBUENA, ANNABEL R.	CITY OF TAYABAS	POLL CLERK	FEMALE
77	JALBUENA, MELDE E.	CITY OF TAYABAS	POLL CLERK	FEMALE
78	JAMILANO, MARIA PAZ T.	CITY OF TAYABAS	CHAIRMAN	FEMALE
79	JARDINIANO, JENNILYN G.	CITY OF TAYABAS	CHAIRMAN	FEMALE
80	JARDINIANO, PAMELA JOYCE P.	CITY OF TAYABAS	POLL CLERK	FEMALE
81	JASMIN, HAEIZEL C.	CITY OF TAYABAS	CHAIRMAN	FEMALE
82	JASTIVA, AMELINA R.	CITY OF TAYABAS	POLL CLERK	FEMALE
83	JASTIVA, OFELIA T.	CITY OF TAYABAS	CHAIRMAN	FEMALE
84	JAVIN, FLORENCIA E.	CITY OF TAYABAS	POLL CLERK	FEMALE
85	JAVIN, WENDELL R.	CITY OF TAYABAS	CHAIRMAN	MALE
86	JUMAWAN, ERLITA C.	CITY OF TAYABAS	POLL CLERK	FEMALE
87	JUNIO, LEAH EMELIE A.	CITY OF TAYABAS	POLL CLERK	FEMALE
88	LACHICA, LAARNI Q.	CITY OF TAYABAS	CHAIRMAN	FEMALE
89	LAGUARTILLA, ROMNICK E.	CITY OF TAYABAS	POLL CLERK	MALE
90	LAMES, CLARISSA S.	CITY OF TAYABAS	CHAIRMAN	FEMALE
91	LAVADO, MARAH LLOYDA A.	CITY OF TAYABAS	CHAIRMAN	FEMALE
92	LEYNES, AILEEN C.	CITY OF TAYABAS	CHAIRMAN	FEMALE
93	LINSASAGIN, FLOR M.	CITY OF TAYABAS	POLL CLERK	FEMALE
94	LLONA, ANGELICA MARIE Z.	CITY OF TAYABAS	CHAIRMAN	FEMALE
95	LOSAÑEZ, JOHN MICHAEL G.	CITY OF TAYABAS	POLL CLERK	MALE
96	LUBIANO, MICHAEL LEONARD D.	CITY OF TAYABAS	CHAIRMAN	MALE
97	COMISO, JANE KARELL V.	CITY OF TAYABAS	POLL CLERK	FEMALE
98	MABUTING, ALFONSO V.	CITY OF TAYABAS	POLL CLERK	MALE
99	MAGTIBAY, JOANN M.	CITY OF TAYABAS	POLL CLERK	FEMALE

NO.	NAME	STATION	POSITION	GENDER
100	MALVAR, ANNABEL B.	CITY OF TAYABAS	CHAIRMAN	FEMALE
101	MARQUEZ, LESETTE O.	CITY OF TAYABAS	CHAIRMAN	FEMALE
102	MAYOR, WENDEL R.	CITY OF TAYABAS	POLL CLERK	MALE
103	MENDOZA, JOWELL C.	CITY OF TAYABAS	POLL CLERK	MALE
104	MENDOZA, SOFIA E.	CITY OF TAYABAS	POLL CLERK	FEMALE
105	MORENO, EMMANUEL G.	CITY OF TAYABAS	CHAIRMAN	MALE
106	MORENO, ROSCHELLE L.	CITY OF TAYABAS	POLL CLERK	FEMALE
107	MORENO, ZENaida A.	CITY OF TAYABAS	CHAIRMAN	FEMALE
108	NADERA, REYNAN D.	CITY OF TAYABAS	CHAIRMAN	MALE
109	NADRES, MYLENE C.	CITY OF TAYABAS	CHAIRMAN	FEMALE
110	NAÑEZ, JAYMIE JANE Y.	CITY OF TAYABAS	CHAIRMAN	FEMALE
111	NAÑEZ, LYRA R.	CITY OF TAYABAS	POLL CLERK	FEMALE
112	NANTES, JANE D.	CITY OF TAYABAS	CHAIRMAN	FEMALE
113	NAYNES, MARIA GRACIA R.	CITY OF TAYABAS	CHAIRMAN	FEMALE
114	OABEL, ARLENE R.	CITY OF TAYABAS	CHAIRMAN	FEMALE
115	OABEL, JOJO J.	CITY OF TAYABAS	CHAIRMAN	MALE
116	OABEL, MARGARITA P.	CITY OF TAYABAS	POLL CLERK	FEMALE
117	OABEL, NELDA L.	CITY OF TAYABAS	CHAIRMAN	FEMALE
118	OBCIANA, EDWIN C.	CITY OF TAYABAS	CHAIRMAN	MALE
119	OBIS, KATRENA M.	CITY OF TAYABAS	POLL CLERK	FEMALE
120	OBLEA, GERALDINE B.	CITY OF TAYABAS	POLL CLERK	FEMALE
121	OCUMIN, TEOFILA A.	CITY OF TAYABAS	CHAIRMAN	FEMALE
122	OLIVEROS, MARILYN C.	CITY OF TAYABAS	CHAIRMAN	FEMALE
123	ORDILLANO, KAYE J.	CITY OF TAYABAS	POLL CLERK	FEMALE
124	ORILLA, LIEZL J.	CITY OF TAYABAS	POLL CLERK	FEMALE
125	PABELONIA, JAY MARK C.	CITY OF TAYABAS	CHAIRMAN	MALE
126	RONDILLA, ROWENA Q.	CITY OF TAYABAS	POLL CLERK	FEMALE
127	PADERAGAO, ROWENA A.	CITY OF TAYABAS	CHAIRMAN	FEMALE
128	PADIN, CERIANE JOY J.	CITY OF TAYABAS	POLL CLERK	FEMALE
129	PAGANA, ARCEDEL R.	CITY OF TAYABAS	CHAIRMAN	MALE
130	PAGANA, CHESSETTE O.	CITY OF TAYABAS	CHAIRMAN	FEMALE
131	PAGANA, MARIA CECILIA P.	CITY OF TAYABAS	POLL CLERK	FEMALE
132	PAGANA, RICHILYN S.	CITY OF TAYABAS	CHAIRMAN	FEMALE
133	PALAMBIANO, CHERRY E.	CITY OF TAYABAS	POLL CLERK	FEMALE
134	PANGANIBAN, AILEEN B.	CITY OF TAYABAS	POLL CLERK	FEMALE
135	PAREJA, FRITZIE C.	CITY OF TAYABAS	POLL CLERK	FEMALE
136	PERMALINO, MARILYN D.	CITY OF TAYABAS	POLL CLERK	FEMALE
137	PERNIA, LORETO P.	CITY OF TAYABAS	POLL CLERK	MALE
138	PERNIA, ROXANNE MARIE J.	CITY OF TAYABAS	POLL CLERK	FEMALE
139	PINGOL, SHEILA S.	CITY OF TAYABAS	POLL CLERK	FEMALE
140	PLASUELO, KRISTINE A.	CITY OF TAYABAS	CHAIRMAN	FEMALE
141	PLASUELO, MANOLITO C.	CITY OF TAYABAS	POLL CLERK	MALE
142	PORNELA, LEANNE O.	CITY OF TAYABAS	POLL CLERK	FEMALE
143	QUERUBIN, ROSELYN C.	CITY OF TAYABAS	POLL CLERK	FEMALE
144	RABINA, HONEY LEYDEN P.	CITY OF TAYABAS	POLL CLERK	FEMALE
145	RAGUDO, LORNA T.	CITY OF TAYABAS	CHAIRMAN	FEMALE
146	RAMIREZ, MARIFE C.	CITY OF TAYABAS	POLL CLERK	FEMALE
147	RAMIRO, MAYLA C.	CITY OF TAYABAS	POLL CLERK	FEMALE
148	RAMOS, JOSEPHINE B.	CITY OF TAYABAS	CHAIRMAN	FEMALE
149	MANUEL, JONAS B.	CITY OF TAYABAS	POLL CLERK	FEMALE
150	RODILLAS, MIKKO JOHN E.	CITY OF TAYABAS	CHAIRMAN	MALE
151	REA, ALDWIN O.	CITY OF TAYABAS	CHAIRMAN	MALE
152	REA, MARICEL C.	CITY OF TAYABAS	POLL CLERK	FEMALE



NO.	NAME	STATION	POSITION	GENDER
153	RECTO, JOMARI D.	CITY OF TAYABAS	POLL CLERK	MALE
154	REYES, HAIZEL P.	CITY OF TAYABAS	POLL CLERK	FEMALE
155	REYES, NIÑA CARLA A.	CITY OF TAYABAS	POLL CLERK	FEMALE
156	REYES, RAQUEL H.	CITY OF TAYABAS	CHAIRMAN	FEMALE
157	RIVERA, ROSALIE B.	CITY OF TAYABAS	CHAIRMAN	FEMALE
158	ROBEL, AMELITA M.	CITY OF TAYABAS	CHAIRMAN	FEMALE
159	RODILLAS, ROSEMARIE P.	CITY OF TAYABAS	POLL CLERK	FEMALE
160	RODILLO, ANICEE S.	CITY OF TAYABAS	CHAIRMAN	FEMALE
161	RONDILLA, ROWENA M.	CITY OF TAYABAS	POLL CLERK	FEMALE
162	ROPA, EUNICE R.	CITY OF TAYABAS	POLL CLERK	FEMALE
163	ROSALES, MARVIN J.	CITY OF TAYABAS	POLL CLERK	MALE
164	RUBIO, MAY ESTER M.	CITY OF TAYABAS	CHAIRMAN	FEMALE
165	SALUDES, ALDRIN A.	CITY OF TAYABAS	CHAIRMAN	MALE
166	SUMILANG, REMPSO P.	CITY OF TAYABAS	CHAIRMAN	MALE
167	TABANAO, RAQUEL F.	CITY OF TAYABAS	POLL CLERK	FEMALE
168	TALAVERA, NIEL ORVEN A.	CITY OF TAYABAS	CHAIRMAN	MALE
169	TIBORDO, JOHNCENT ROY C.	CITY OF TAYABAS	CHAIRMAN	MALE
170	TIBORDO, SIGRID F.	CITY OF TAYABAS	CHAIRMAN	FEMALE
171	TORIO, TESSA KRISTINA J.	CITY OF TAYABAS	CHAIRMAN	FEMALE
172	UMBRETE, MARICAR C.	CITY OF TAYABAS	POLL CLERK	FEMALE
173	UMBRETE, MARY ANN N.	CITY OF TAYABAS	CHAIRMAN	FEMALE
174	URSOLINO, ERIKA ROSHELLE R.	CITY OF TAYABAS	CHAIRMAN	FEMALE
175	VELUZ, KARMELA A.	CITY OF TAYABAS	CHAIRMAN	FEMALE
176	VILLAPEÑA, REYMART P.	CITY OF TAYABAS	POLL CLERK	MALE
177	VILLARAMA, REBECCA P.	CITY OF TAYABAS	POLL CLERK	FEMALE
178	VILLASVERDE, JOSEPHINE C.	CITY OF TAYABAS	POLL CLERK	FEMALE
179	ZARSUELO, LUIS C.	CITY OF TAYABAS	POLL CLERK	MALE
180	ZETA, NOVIE JENELLE P.	CITY OF TAYABAS	CHAIRMAN	FEMALE
181	ZOLETA, MEGAN C.	CITY OF TAYABAS	CHAIRMAN	FEMALE

  
**RAMIR D. LARITA**  
 Election Officer IV