



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

**Office of the Schools Division
Superintendent**

MEMORANDUM

**BATANG EMPOWERED RESILIENCE TEAM (B.E.R.T.) SCHOOL-BASED
ELECTION OF OFFICERS FOR THE SCHOOL YEAR 2023 – 2024**

To: Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum Implementation Division
Education Program Supervisor, SGOD
Public Elementary and Secondary School Heads / OICs
All Others Concerned

1. This Office announces the conduct of the school-based election of B.E.R.T. officers, both in the elementary level and secondary schools from January to March 2024.
2. The officers to be elected are as follows:
 - President
 - (2) Vice President
 - Internal
 - External
 - Treasurer
 - Public Relation Officer (PRO)
 - Business Manager
 - (2) Secretary
 - (2) Safety Officer
 - (2) Auditor
3. There shall be a separate set of officers for the elementary and secondary levels. Officers must come from the Grade 4 and Grade 6 for the elementary level and Grade 8 to Grade 10 for the secondary level.
4. For information and strict compliance of all concerned.

EVANGELINE P. LADINES CESO V
Schools Division Superintendent

Encl.: None

References: None

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

SAFETY EDUCATION

COMMUNICATIONS

TRAINING

ELK/ BATANG EMPOWERED RESILIENCE TEAM (B.E.R.T.) SCHOOL-BASED ELECTION OF OFFICERS FOR THE SCHOOL YEAR
2023 - 2024

028 /January 17, 2024

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