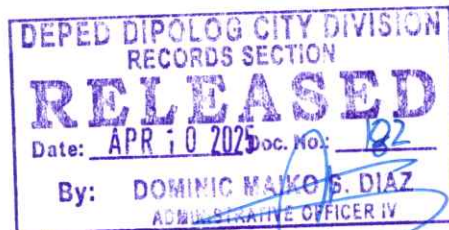




Republic of the Philippines
Department of Education
REGION IX – ZAMBOANGA PENINSULA
SCHOOLS DIVISION OF DIPOLOG CITY



April 8, 2025


DIVISION MEMORANDUM

No. 182, s. 2025

**LEARNING MANAGEMENT SYSTEM (LMS) FOR THE POLL WORKERS
(Electoral Boards and DESO Technical Support Staff)**

To: **Assistant Schools Division Superintendent**
Chief, Curriculum Implementation Division
Chief, School Governance and Operations Division
Education Program Supervisors
Public Schools District Supervisors
School Heads/Principals (Elementary and Secondary)
Concerned SDO Personnel
All Others Concerned
This Division

1. In reference to the letter received from Melpre A. Mercadera, Election Assistant, Officer-in-Charge of the Office of the COMELEC, Dipolog City dated April 7, 2025 re: Access to the Online Training Materials through Learning Management System (LMS) for the Poll Workers in connection with the May 12, 2025 National and Local Election, all Electoral Boards (EBs) and DESO Technical Support Staff (DESO TSS) are directed to access the LMS modules to ensure guidance in the conduct of the 2025 National and Local Elections.
2. Hereunder the login procedures:
 - a. Access the LMS using the browser (Google, Firefox, etc.) by typing <https://etraining.comelec.gov.ph>
 - b. Enter your active email address (the one you have provided to Ma'am Ann Elnas) and use the default password: **Comelec@12345**
 - c. Upon logging in, you will be prompted to:
 - c.1 Change your password
 - c.2 Agree to the Terms of Services
 - c.3 Update your user profile
3. If unable to login, please visit the City Comelec Office for assistance.
4. For further reference, please see attached letter from COMELEC.
5. Immediate and widest dissemination of this Memorandum is desired.


ROSALIO B. CONTURNO JR., PhD
OIC – Assistant Schools Division Superintendent
Officer – In- Charge

For:

MA. LIZA R. TABILON, EdD., CESO V
Schools Division Superintendent

Ref: None

Encl: Letter from COMELEC

LSMJ/20250408/MEMO-LMS for Poll Workers

SGOD / SMME / April 08, 2025



Address: Purok Farmers, Olingan, Dipolog City
Email: dipolog.city@deped.gov.ph
Website: www.depeddipolog.net
Facebook: DepEd Tayo – Division of Dipolog City



Republic of the Philippines
COMMISSION ON ELECTIONS
Office of the City Election Officer
Dipolog City



April 7, 2025



MA. LIZA R. TABILON, EdD., CESO V
Schools Division Superintendent
Division of City Schools
Dipolog City

Dear **Dr. Tabilon**:

GREETINGS OF GOOD HEALTH AND SAFETY!

In order that our Electoral Boards (EBs) and DESO Technical Support Staff (DESO TSS) will have access to the online training materials, the Commission on Elections, thru the Personnel Department implemented the Learning Management System (LMS) for the Poll Workers in connection with the May 12, 2025 National and Local Elections.

In line with this development, this office is requesting your good office to disseminate the login procedure as follows:

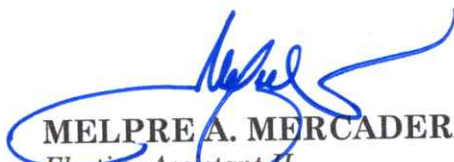
1. Access the LMS using your browser (Google, Firefox, etc.) by typing <https://etraining.comelec.gov.ph>
2. Enter your active email address (the one you have provided to ma'am Ann Elnas) and use the default password: **Comelec@12345**
3. Upon logging in, you will be prompted to:
 - a. Change your password
 - b. Agree to the Terms of Service
 - c. Update your user profile
4. Once the steps are completed, you will have full access of the LMS Modules.

If you are still unable to login, (or if you failed to provide your email address to ma'am Ann Elnas) please visit the City Comelec office and ask for assistance.

Through our joint efforts, let us urge all our poll workers to access and utilize the platform to gain full competence and confidence when they serve for the upcoming May 12, 2025 National and Local Elections.

Thanking the City Schools Division Superintendent's untiring support and cooperation.

Sincerely yours,


MELPRE A. MERCADERA
Election Assistant II
Officer-In-Charge

cc:

- o File