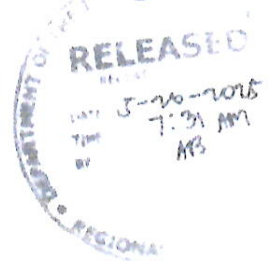
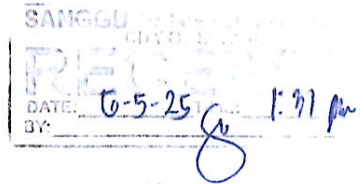




SANGGUNIAN NG BAYAN

LGRR

Republic of the Philippines  
Department of the Interior and Local Government  
Caraga Region



MEMORANDUM

TO : ALL CITY/PROVINCIAL DIRECTORS  
DILG REGION XIII – CARAGA

CARAGA-2025-05-20-014

SUBJECT : ONLINE ORIENTATION ON DILG MEMORANDUM CIRCULAR  
NO. 2025-034 OR THE UPDATING OF THE ELECTIVE LOCAL  
OFFICIAL PROFILING DATABASE SYSTEM (ELOPDS)

DATE : May 16, 2025

In reference to the memorandum dated 14 May 2025, on the abovementioned subject, the Bureau's Policy Compliance and Monitoring Division will conduct an orientation covering key aspects of the ELOPDS system, including:

- Filling out of the ELOPDS Form
- Encoding, Review, and Approval of the information on the ELOPDS System
- Deadline for submissions and encoding, and
- Other essential rules and regulations related to ELOPDS

All concerned Provincial/Municipal/City Focal Person/s, local government units, elective officials, and Human Resource Management Officers (HRMOs) are requested to participate in the Zoom orientation scheduled for July 3, 2025 (Wednesday-Thursday) from 1:30 PM – 4:30 PM using the following details:

Meeting ID: 875 8768 3636  
Passcode: 485515

Given platform limitations, LGUs are encouraged to arrange group viewing setups in offices, boardrooms, or community centers to accommodate participants efficiently.

As such, please promptly disseminate the attached memorandum and ensure its effective communication to all Caraga LGUs through the C/MLGOOs within your AOR.

For information, guidance, and strict compliance of all concerned.

MARIA LOISELLA E. LUCINO, CESO IV  
Regional Director

(GMED/MLF/IAS/RGE/inv)

“Matino, Mahusay at Maaasahan”

Address | Purok 1-A, Brgy. Domingan, Butuan City 8000  
Tel No. | (085) 975-9030 to 34  
E-Mail | RegionalOffice@caraga.dilg.gov.ph  
Website | caraga.dilg.gov.ph



Republic of the Philippines

**DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT**

DILG-NAPOI COM Center, FDSA cor. Quezon Avenue, West Triangle, Quezon City

**MEMORANDUM**

**FOR : ALL DILG REGIONAL DIRECTORS AND BARMM MINISTER OF LOCAL GOVERNMENT**

**ATTN : ALL REGIONAL, PROVINCIAL AND FIELD FOCAL PERSONS**

**SUBJECT : ONLINE ORIENTATION ON DILG MEMORANDUM CIRCULAR NO. 2025-034 OR THE UPDATING OF THE ELECTIVE LOCAL OFFICIAL PROFILING DATABASE SYSTEM (ELOPDS)**

**DATE : May 14, 2025**

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In view of the recently conducted 2025 National and Local Elections and the issued DILG Memorandum Circular No. 2025-034 dated April 4, 2025 or the Updating of the ELOPDS, this Bureau, through the Policy Compliance and Monitoring Division, will be conducting an orientation on the following salient features of the above-mentioned issuance:

- Filling-out of the ELOPDS Form,
- Encoding, Review and Approval of the information on the ELOPDS System
- Deadline of submissions and encoding, and
- Other rules and regulation related to ELOPDS

Relative thereto, all DILG Regional, Provincial, Field Focal Persons, and local government units particularly all elective officials and the Human Resource Management Officers are requested to attend the activity via Zoom platform on July 2-3, 2025 (Wednesday-Thursday).

In particular:

Cluster	Region	Date and Time	Link
<b>Cluster 1</b>	Region III, IV-A, CAR, and NCR	July 2, 2025 9:00 AM to 12:00 PM	Meeting ID: 813 8171 5182 Passcode: 527569
<b>Cluster 2</b>	Region I, II, MIMAROPA, and V	July 2, 2025 1:30 PM to 4:30 PM	Meeting ID: 848 2486 8687 Passcode: 792563

**"Matino, Mahusay at Maasahan"**

Translating No. (02) 8846-3454

<b>Cluster 3</b>	Region VI, VII, and VIII	July 3, 2025 9:00 AM to 12:00 PM	Meeting ID: 841 4213 2380 Passcode 176747
<b>Cluster 4</b>	Region IX, X, XI XII, CARAGA and BARMM	July 3, 2025 1:30 PM to 4:30 PM	Meeting ID: 875 8769 3636 Passcode 485515

Due to limited capacity of the Zoom Platform, participants especially from the LGUs are requested to set up their own viewing arrangements such as setting-up viewing centers in different offices, boardrooms or community centers where participants can gather in groups to attend the orientation.

For any queries or concerns, your office may contact BLGS-Policy Compliance Monitoring Division at (02) 8876-3454 local 4210 or email at [blgspcmd@gmail.com](mailto:blgspcmd@gmail.com).

For your information and usual cooperation.

*Handwritten Signature*  
**DEBIE T. TORRES, CESO IV**  
 Director IV, Bureau of Local Government Supervision

BLGS-POLICY COMPLIANCE MONITORING DIVISION  
 BLGSPCMD@GMAIL.COM