



Republic of the Philippines  
**Department of Education**  
Region VI-Western Visayas  
SCHOOLS DIVISION OF KABANKALAN CITY

**DIVISION MEMORANDUM**

No. 123, s. 2024

MAY 06 2024

**MONITORING OF THE SUPREME ELEMENTARY LEARNER GOVERNMENT (SELG)  
AND SUPREME SECONDARY LEARNER GOVERNMENT (SSLG) ELECTIONS  
FOR SCHOOL YEAR 2024-2025**

To: Asst. Schools Division Superintendent  
Chiefs, CID and SGOD  
Public Schools District Supervisors  
Public Elementary and Secondary School Heads  
All Others Concerned

1. Anent the conduct of school-based Supreme Elementary Learner Government (SELG) and Supreme Secondary Learner Government (SSLG) Elections for School Year 2024-2025, this Office, through the Youth Formation and Development (YFD) Section, will conduct field monitoring to schools on May 7-17, 2024.
2. The monitoring tool (Annex A) will be utilized and filled out by all schools and must be submitted through this link: <https://forms.office.com/r/B7YUj5z5W?origin=lprLink> or through the qr code provided on or before May 20, 2024.



3. For further details and concerns, contact Dexyll Garl G. De Jesus, Project Development Officer I through her messenger account or through 09209460853.
4. Immediate dissemination of and compliance with this Memorandum are desired.

**MICHELL L. ACOYONG, CESO VI**  
Assistant Schools Division Superintendent  
Officer-In-Charge  
Office of the Schools Division Superintendent



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Republic of the Philippines  
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## LEARNER GOVERNMENT (LG) COMEA MONITORING TOOL

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This monitoring tool shall be utilized and filled out by all schools nationwide and must be submitted to their respective Division Youth Formation Coordinator (YFC) for consolidation. The deadline of the submission will be determined by their Division YFC.

### I. Monitoring Tool

Name of School: \_\_\_\_\_ School Year: \_\_\_\_\_ Date Accomplished: \_\_\_\_\_

School ID: \_\_\_\_\_ Division: \_\_\_\_\_

LG COMEA Chief Commissioner: \_\_\_\_\_

Designation: \_\_\_\_\_

Date of Election: \_\_\_\_\_ Time of Election: \_\_\_\_\_

Learner Government Category:  SELG  SSLG

Number of Candidates: \_\_\_\_\_

Election Period: \_\_\_\_\_

Campaign Materials Used:

Fliers  Posters

Social Media Post

Others (please specify): \_\_\_\_\_

Has there been any disqualification of a candidate?

Yes Reasons: \_\_\_\_\_

No

Number of Polling Precinct: \_\_\_\_\_

Polling Precinct Station/s: \_\_\_\_\_

Total Number of Qualified Voters: \_\_\_\_\_

Total Number of Actual Voters: \_\_\_\_\_

**Mode of Election**

Manual  Blended

Digital  Others (please specify): \_\_\_\_\_

### Composition of the LG COMEA

#### LG COMEA Commissioners:

##### Commissioner on Screening and Validation

Appointed

Others (please specify): \_\_\_\_\_

##### Commissioner on Electoral Board

Appointed

Others (please specify): \_\_\_\_\_

##### Commissioner Appointment

Appointed

Others (please specify): \_\_\_\_\_

##### Commissioner on Grievance

Appointed

Others (please specify): \_\_\_\_\_

#### LG COMEA Permanent Committees:

##### Executive Committee

Number of Members: \_\_\_\_\_

##### Screening and Validation Committee

Number of Members: \_\_\_\_\_

##### Electoral Board Committee

Number of Members: \_\_\_\_\_

##### Appointment Committee

Number of Members: \_\_\_\_\_

##### Grievance Committee

Number of Members: \_\_\_\_\_

Number of meetings conducted throughout the election and appointment process: \_\_\_\_\_

Number of violations committed throughout the election and appointment process: \_\_\_\_\_

Number of complaints filed throughout the election and appointment process: \_\_\_\_\_

## II. Results

### List of Elected/Appointed Officers for the Learner Government (SELG/SSLG)

#### Supreme Elementary Learner Government Officers for SY: 2024-2025

Position	Name of Learner	Grade level
President		
Vice-President		
Secretary		
Treasurer		
Auditor		
Public Information Officer		
Protocol Officer		

#### Supreme Secondary Learner Government Officers for SY: 2024-2025

Position	Name of Learner	Grade level
President		
Vice-President		
Secretary		
Treasurer		
Auditor		
Public Information Officer		
Protocol Officer		

## III. Recommendations

Kindly note that recommendations shall be centered on the improvement of the issued policy.

Members of the LG COMEA:

\_\_\_\_\_  
LG COMEA Commissioner

\_\_\_\_\_  
LG COMEA Commissioner

Prepared by:

Validated by:

\_\_\_\_\_  
LG COMEA Commissioner

\_\_\_\_\_  
LG COMEA Commissioner

Approved by:

\_\_\_\_\_  
LG COMEA Chief Commissioner/School Head