

Department of Education

Region VI – Western Visayas SCHOOLS DIVISION OF CAPIZ

February 19, 2025

DIVISION MEMORANDUM NO. 092 s. 2025

DIVISION FEDERATION ELECTIONS FOR SCHOOL YEAR 2025-2026

To: OIC - Office of the Assistant Schools Division Superintendent Chief Education Supervisors Public Schools District Supervisors Heads of Public Elementary, Secondary and Integrated Schools All Others Concerned

- 1. Attached is Memorandum DM-OUOPS-2025-11-00442 titled "Learner Government Elections for School Year (S.Y.) 2025-2026".
- 2. The schedule of activities for division-based elections are as follows:

Activity	Suggested Dates	Venue
Division Federation Elections SELG S.Y. 2025-2026	March 20, 2025 (8:30 AM - 4:00 PM)	DepEd Capiz Multi- Purpose Hall, Banica, Roxas City
Division Federation Elections SSLG S.Y. 2025-2026S	March 21, 2025 (8:30 AM – 4:00 PM)	Capiz National High School

- 3. This memorandum includes the following Annexes that you may access through this link https://bit.ly/AnnexesLGPElections:
 - a. Annex A. Learner Government Election and Appointment Code (LGEAC)
 - b. Annex B. Election Procedures, Forms and Templates
- 4. The participants to the said elections are the elected District SELG Presidents and School-based SSLG Presidents and their respective District SELG Coordinators and SSLG Advisers.
- 5. Participation to the activity is voluntary and must adhere with DepEd Order No. 66, s. 2017 titled "Implementing Guidelines on the Conduct of Off-Campus





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Activities", DepEd Order No. 008, s. 2023 titled "Teachers and their Involvement in Volunteer and Extracurricular Activities" DepEd Order No. 22, s. 2023 titled "Implementing Guidelines on the School Calendar and Activities for the School Year 2023-2024" and DepEd Order No. 003, s. 2024 titled "Amendment to DepEd Order No. 22, s. 2023 (Implementing Guidelines on the School Calendar and Activities for the School Year 2023-2024)". Engaged Time-On-Task and Ensuring Compliance Therewith".

- 6. Travel and other relative expenses of the participants are chargeable against School MOOE both subject to the usual accounting and auditing rules and regulations.
- 7. Attached are the list of Capiz Division Learner Government COMEA Commissioners, Committee Members and Program Flow as Enclosures No. 1, 2 & 3 respectively.
- 8. For questions or clarifications, please contact Ms. Yzarda Claudette D. Ballera or Ms. Jhean Mae Grace Lingco, Project Development Officer I, though 09817252244/09388228447.
- 9. Immediate dissemination of and compliance with this Memorandum are desired.

FOR THE SCHOOLS DIVISION SUPERINTENDENT:

LUZ U. BANSON EdD, CESE

OIC – Assistant Schools Division Superintendent In-Charge of the Division

Encl.: As stated Reference:

To be indicated in the <u>Perpetual Index</u> under the following subjects:

ELECTIONS

SCHOOLS

STUDENTS





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Region VI – Western Visayas SCHOOLS DIVISION OF CAPIZ

Enclosure No. 1 to SDM 092, s. 2025

CAPIZ DIVISION LEARNER GOVERNMENT COMMISSION AND APPOINTMENTS (LG COMEA)

LG COMEA Chief Commissioner
ROEL F. BERMEJO
Schools Division Superintendent

Commissioner on Screening and Validation
YZARDA CLAUDETTE D. BALLERA
Project Development Officer I

Commissioner on Electoral Board

JHEAN MAE GRACE LINGCO

Project Development Officer I

Commissioner on Grievance **EDNA B. AZCARRAGA, PhD**OIC- Chief Education Supervisor

School Governance and Operations Division

Commissioner on Appointments

IMMACULADA J. AMORES, PhD

Senior Education Program Specialist

Human Resource Development





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Enclosure No. 2 to SDM 092, s. 2025

CAPIZ DIVISION LEARNER GOVERNMENT COMMISSION ON ELECTIONS AND APPOINTMENTS (LG COMEA) MEMBERS

Screening and Validation Committee:

- 1. Emie Mateo PDO 1
- 2. Arthur B. Escosia HT1 JDAJNHS
- 3. John Steven Valiente T Jagnaya NHS
- 4. June Rey Lata CDFSSG Outgoing President
- 5. Wilbert L. Inggo CDFSSG Outgoing Vice President

Electoral Board Committee:

- 1. Christal Fe V. Dollete PDO 1
- 2. Lyka Jade C. Luces CDFSSG Outgoing Secretary
- 3. Angelea Madeline D. Mendez CDFSSG Outgoing Treasurer
- 4. Godwayne Myles B. Beluso CDFSSG Outgoing Auditor

Appointment Committee:

- 1. Danessa Mae A. Dator PDO 1
- 2. Rhaine Rose B. Gonzales CDFSSG Outgoing PIO

Grievance Committee:

- 1. Jason B. Portada PDO 1
- 2. Emie M. Mateo PDO 1
- 3. Vary A. Casipe CDFSSG Outgoing PO





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Region VI – Western Visayas SCHOOLS DIVISION OF CAPIZ

Enclosure No. 3 to SDM 0 9 2 , s. 2025

ELECTION AND INDUCTION PROGRAM

- I. Preliminaries
 - a. Prayer
 - b. Philippine National Anthem
 - c. Capiz Hymn
 - d. DepEd Quality Policy Statement
- II. Opening Remarks

Luz U. Banson EdD, CESE

OIC- Assistant Schools Division Superintendent

III. Inspirational Message

Roel F. Bermejo

Schools Division Superintendent

IV. Orientation Election Proper

Yzarda Claudette D. Ballera

Project Development Officer 1

Screening and Validation Commissioner

Jhean Mae Grace Lingco

Project Development Officer 1 Electoral Board Commissioner

- V. Election Proper
- VI. Proclamation of Newly Elected Officers S.Y. 2025- 2026
- VII. Oath Taking Ceremony

Edna B. Azcarraga, PhD

Education Program Supervisor

OIC - Chief SGOD

Induction Officer





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Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

MEMORANDUM DM-OUOPS-2025-11- 00442

TO

Regional Directors

Minister, Basic, Higher and Technical Education, BARMM

Regional Youth Formation Coordinators

School Division Superintendents

Division Youth Formation Coordinators

All Others Concerned

FROM

MALCOLM S. GARMA

Assistant Secretary, Office Office of the Undersecretary for Operations

SUBJECT

LEARNER GOVERNMENT ELECTIONS FOR

SCHOOL YEAR (S.Y.) 2025-2026

DATE

January 20, 2025

Pursuant to Department of Education Order No. 47, s. 2024, titled "Constitution and By-Laws of the Supreme Pupil Government and Supreme Student Government in Elementary and Secondary Schools," the Department recognizes the Learner Government Program (LGP)—formerly the Student Government Program (SGP)—as the primary cocurricular, learner-led organization authorized to implement programs, projects, and activities in all schools nationwide.

The Supreme Elementary Learner Government (SELG) and Supreme Secondary Learner Government (SSLG) elections are pivotal in fostering leadership skills and empowering learners to actively participate in school governance. These elections not only provide learners with opportunities to assume leadership roles but also highlight the significance of learner-led clubs and organizations in promoting a vibrant school culture.

In its mission to amplify learners' voices in decision-making and to ensure their perspectives inform educational policies, the Department, through the Bureau of Learner Support Services (BLSS) and the Youth Formation Division (YFD), remains committed to supporting learners in developing leadership skills that contribute to their holistic growth and development

Aligned with the preparations for School Year (S.Y.) 2025–2026, the elections for the SELG and SSLG shall be conducted after the 3rd quarter examination of School Year (S.Y.) 2024-2025, following the schedule as outlined below:

Activity	Suggested Dates	
School-Based Elections	February 12-28, 2025	
Division Elections	March 3-14, 2025	
Regional Federation Elections	March 17-28, 2025	
National Federation Elections	To be announced in a separate memorandum	

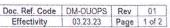
BLSS- UFD - 2025-01-142





Room 101, Rizal Building, DepEd Complex, Meralco Avenue, Pasig City 1600 Telephone Nos.: (02) 8633-5313; (02) 8631-8492

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This activity aims to establish learner representation through the SELG and Supreme SSLG across all levels of governance for SY 2025-2026 through an election.

To ensure optimal engagement of all learners, all Regional Directors (RDs), Schools Division Superintendents (SDSs), and School Heads, through their respective Youth Formation Coordinators (YFCs) and SELG/SSLG Advisers, are requested to provide technical assistance during the conduct of these activities.

Furthermore, pending the approval of the revised Constitution and By-Laws of the Learner Government Program (LGP), schools are advised to refer to the previously issued guidelines provided in the following issuances:

- Interim Guidelines of the Learner Government Program (LGP) for School Year 2023-2024 [OUOPS Memo No. 2023-03]
- Schedule of the Supreme Elementary Learner Government (SELG) and Supreme Secondary Learner Government (SSLG) Elections for School Year 2024-2025 DM-OUOPS-2024-11-02487

Implementing schools are required to adhere to the prescribed guidelines but are encouraged to revise or enhance them through a formal resolution, to align with the school's specific context and needs.

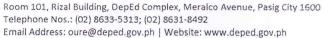
For questions and/or concerns, your staff may contact the BLSS-YFD through email at blss.yfd@deped.gov.ph.

Immediate dissemination and appropriate action of this Memorandum is desired.

blss-vfd/MGM/01092025







Doc. Ref. Code DM-OUOPS Rev 01 03.23.23 Page 2 of 2

