



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

08 June 2023

DIVISION MEMORANDUM

No. 278 s. 2023

**MONITORING AND EVALUATION OF THE LEARNER GOVERNMENT PROGRAM
(LGP) ELECTIONS FOR SCHOOL YEAR 2023-2024**

To: OIC-Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors – Public Schools District Supervisors
Heads, Public and Private Elementary and Secondary Schools
All Others Concerned

1. Relative to the issued **Division Memorandum No. 262, s. 2023 RE: Interim Guidelines of the Learner Government Program (LGP) for School Year 2023-2024**, all schools through their respective Learner Government Commission on Election and Appointment (LG COMEA) are requested to accomplish the school-based LG COMEA Monitoring Tool and submit at <https://tinyurl.com/LGCOMeamonitoringAndEvaluation> on or before **June 19, 2023**.


2. Attached is Annex A - LG COMEA Monitoring Tool for reference.

3. Immediate dissemination and strict compliance of this Memorandum is desired.

For:

CELEDONIO B. BALDERAS JR.
Schools Division Superintendent

By:


CONRADO C. GABARDA
Administrative Officer V
Officer-in-Charge

Encl: As stated

Reference: OUOPS Memo No. 2023-03-
OM-OASOPS-2023-05-17

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

LEARNER GOVERNMENT (LG) COMEA MONITORING TOOL

SGOD - monitoring and evaluation of the learner government program (lgp) elections for school year 2023-2024
NONE/June 08, 2023



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Republic of the Philippines
Department of Education

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: _____ Region/Division: _____
 LG COMEA Chief Commissioner: _____
 Designation: _____
 Date of Election: _____ Time of Election: _____
 Learner Government Category: ☐ SELG ☐ SSLG

Number of Candidates: _____ Number of Polling Precinct: _____
 Election Period: _____ Polling Precinct Station/s: _____
 Campaign Materials Used: _____
☐ Fliers ☐ Posters
☐ Social Media Post
☐ Others (please specify): _____
 Total Number of Qualified Voters: _____
 Total Number of Actual Voters: _____
 Has there been any disqualification of a candidate?
☐ Yes Reasons: _____
☐ No
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: 2023-2024

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

Supreme Secondary Learner Government Officers for SY: 2023-2024

| 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