



Republic of the Philippines
Department of Education
REGION III – CENTRAL LUZON
SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

June 1, 2023

SCHOOLS DIVISION MEMORANDUM

No. 238, s. 2023

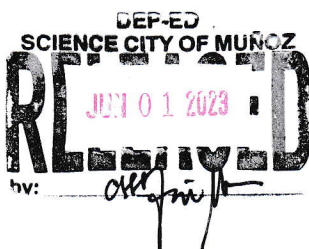
**CONDUCT OF SCHOOLS DIVISION FEDERATED ELECTIONS OF LEARNER
GOVERNMENT OFFICERS FOR SCHOOL YEAR 2023-2024**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
All Public Elementary and Secondary Schoolheads
All Others Concerned

1. Pursuant to Regional Memorandum No. 209, s. 2023 entitled *Interim Guidelines of the Learner Government Program (LGP) for the School Year (SY) 2023-2024*, this Office announces the conduct of Elections of Schools Division Federation of Supreme Elementary Learner Government (SELG) and Supreme Secondary Learner Government (SSLG) for School Year 2023-2024 on **08 June 2023** at the Schools Division Office Conference Hall.
2. The election for SELG shall be held in the morning while the SSLG election shall be conducted in the afternoon.
3. The elected SELG and SSLG presidents together with their respective teacher-advisers are expected to attend and participate in the conduct of the elections.
4. Schoolheads are also requested to arrange provisions for their own delegates.
5. Enclosure No. 1 is the set of general guidelines on the conduct of elections. Enclosure No. 2 contains the program matrix and Enclosure No. 3 is the composition of the schools division election core group.
6. For clarifications, you may contact the Division Youth Formation Coordinator through cellphone number 0917 580 7468.
7. Immediate and wide dissemination of the content of this memorandum is earnestly desired.

For the Schools Division Superintendent:


ERLEO T. VILLAROS PhD
Officer-In-Charge
Office of the Assistant Schools Division Superintendent





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Enclosure No. 1 to Division Memorandum No. 238, s. 2023

General Guidelines:

1. The elections of the Schools Division Federation of Supreme Elementary Learner Government (SELG) and Supreme Secondary Learner Government (SSLG) for School Year 2023-2024 are only **exclusive** for the elected SELG/SSLG Presidents with one (1) voting power each.
2. SELG and SSLG Presidents shall be accompanied by their respective SELG and/or SSLG Teacher-advisers on the day of the election.
3. In cases where the elected President is not able to represent his/her respective school in the Schools Division Federation Election, he/she shall not be elected in any position and is not eligible to any voting power. He/she **cannot** be represented by any officer next in his/her line. Non-attendance of any elected President shall be justified by the Schoolhead.
4. The Federation shall elect the following positions: President, Vice President, Secretary, Treasurer, Auditor, Public Information Officer (PIO) and Protocol Officer.
5. The rest of the body who will not be elected to any position will be designated as Board Members.
6. During the initial forum, all presidents are given two (2) minutes to introduce themselves and share their platforms or plans for the organization.
7. Candidates for the elective positions shall be determined through nomination procedures.
8. No nominated candidate can refuse to be nominated in any position.



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Enclosure No. 2 to Division Memorandum No. 239, s. 2023

PROGRAM MATRIX

Election of Schools Division Federation of Supreme Elementary Learner
Government Officers

Time	Activity	In-charge
8:45-9:00 AM	Registration of participants	Election Core Group
9:00-9:15 AM	Preliminaries Makabayan Song Prayer	AVP
9:15-9:30 AM	Attendance Check	Riza A. Maninang Administrative Assistant II
9:30-9:45 AM	Messages	Bernardo A. Gargabite Edd Chief-SGOD Erleo T. Villaros PhD OIC-Assistant Schools Division Superintendent
9:45-10:00 AM	Presentation of Election Guideline ^s and Procedure	Jonnadel S. Patonona Project Development Officer I
10:00-11:00 AM	Getting to Know You (Participants to introduce themselves)	Jonnadel S. Patonona Project Development Officer I
11:00-11:45 AM	Election Proper	Election Core Group
11:45-11:50 AM	Declaration of Newly Elected Officers	Jonnadel S. Patonona Project Development Officer I
11:50-12:00 PM	Inspirational Message/Closing Remarks	Angelica M. Burayag PhD Education Program Supervisor-SGOD
	Photo Opportunity	All participants

Riza A. Maninang
Master of Ceremony



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Enclosure No. 3 to Division Memorandum No. 232, s. 2023

Composition of the Division Election Core Group

Chief Election Officer/Chairman – Jonnadel S. Patonona
Youth Formation Coordinator

Poll Facilitator – Cyril S. Talusan
Senior Education Program Specialist

Wensdy S. Casio
Education Program Specialist II

Rosan E. Ariston
Project Development Officer II

Technical Working Group – Riza A. Maninang
Administrative Assistant II