



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

July 11, 2023


**SCHOOLS DIVISION MEMORANDUM**

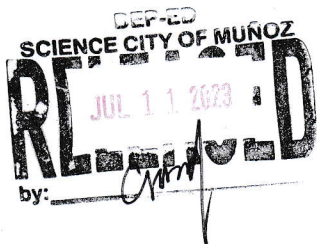
No. 288, s. 2023

**SUBMISSION OF LEARNER GOVERNMENT (LG) COMEA MONITORING TOOL**

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


1. Pursuant to OM-OASOPS-2023-05-17 entitled *Monitoring and Evaluation of the Learner Government Program (LGP) Elections for School Year 2023-2024*, this Office hereby advises all schools to submit their respective Learner Government COMEA Monitoring results using Annex A on or before July 28, 2023 through this link:  
[https://drive.google.com/drive/folders/1JuPQYuYCZtoYHuPDDtr0LsIKy3SpK\\_-F?usp=sharing](https://drive.google.com/drive/folders/1JuPQYuYCZtoYHuPDDtr0LsIKy3SpK_-F?usp=sharing).
2. Attached is Annex A - Learner Government (LG) COMEA Monitoring Tool for schools.
3. For clarifications, you may contact the Division Learner Formation Coordinator through cellphone number 0917 580 7468.
4. Immediate and wide dissemination of the content of this memorandum is earnestly desired.

  
**JOHANNA N. GERVACIO PhD, CESO V**  
Schools Division Superintendent



JSP/ Submission of LG COMEA Monitoring Tool  
010/July 11, 2023



 *Loyal, Excellent, Accountable and Dedicated to Service*  
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DSCM-QMS-QMR-QSF-008 Rev.06 (03.23.23)





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Enclosure No. 1 to Division Memorandum No. 287, S. 2023  
A

**Annex A**



Republic of the Philippines  
**Department of Education**

**LEARNER GOVERNMENT (LG) COMEA MONITORING TOOL**

Data Privacy Notice: Data and information in this form are intended exclusively for the purpose of this activity. Serving other purpose not intended by the process owner is a violation of Data Privacy Act of 2002.

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:**

<p><b>Commissioner on Screening and Validation</b></p> <input type="checkbox"/> Appointed <input type="checkbox"/> Others (please specify): _____	<p><b>Commissioner Appointment</b></p> <input type="checkbox"/> Appointed <input type="checkbox"/> Others (please specify): _____
<p><b>Commissioner on Electoral Board</b></p> <input type="checkbox"/> Appointed <input type="checkbox"/> Others (please specify): _____	<p><b>Commissioner on Grievance</b></p> <input type="checkbox"/> Appointed <input type="checkbox"/> Others (please specify): _____

**LG COMEA Permanent Committees:**

<p><b>Executive Committee</b>          Number of Members: _____</p> <p><b>Screening and Validation Committee</b>          Number of Members: _____</p> <p><b>Electoral Board Committee</b>          Number of Members: _____</p>	<p><b>Appointment Committee</b>          Number of Members: _____</p> <p><b>Grievance Committee</b>          Number of Members: _____</p>
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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: \_\_\_\_\_

JSP/ Submission of LG COMEA Monitoring Tool  
 010/July 11, 2023



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Certificate No. 50500731 QM15



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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

