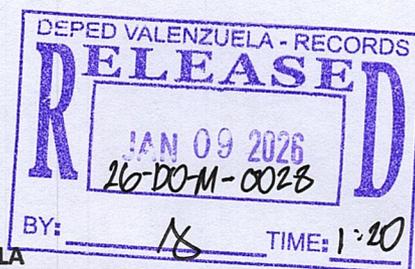




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Republic of the Philippines
Department of Education

NATIONAL CAPITAL REGION
 SCHOOLS DIVISION OFFICE OF CITY OF VALENZUELA



**Office of the Schools Division
 Superintendent**

DIVISION MEMORANDUM

No. 010-18 s. 2026

**SUPREME ELEMENTARY AND SECONDARY LEARNER GOVERNMENT ELECTION
 AND MONITORING COMPLIANCE FOR SY 2026-2027**

To: OIC – Assistant Schools Division Superintendent
 Chief Education Program Supervisors – SGOD & CID
 Public Schools District Supervisors and Education Program Supervisors
 All Private and Public Elementary and Secondary School Heads
 All Others Concerned

1. Relative to DepEd Order No. 47, s. 2014 titled “Constitution and by-laws of the Supreme Pupil Government and Supreme Student Government in Elementary and Secondary Schools” and DepEd Order No. 12 s. 2025 titled “Multi-Year Implementing Guidelines on the School Calendar and Activities”, the SDO Valenzuela will conduct the school-based Learner Government Election with the following schedule:

Suggested Date	Activities
January 16, 2026	Designation of LGP Teacher-Advisers and Issuance of school memorandum
January 19-30, 2026	Start of Submission of COC and Screening Period
February 2, 2026	announcement of official candidates
February 4-6, 9 and 10, 2026	Campaign Period
February 11-13, 2026	School-based election and Oath Taking
February 25, 2026	Submission of LG COMEA Monitoring Tool, Registry of Elected Officers and Designation Order of Teacher Advisers to the Division Office
March 3-4, 2026	Division Federation Learner Government (SELG and SSLG) Election for SY 2026-2027
March 9, 2026	Division Federation Oath Taking Ceremony

2. In this regard, schools are advised to refer to the previously issued Interim Guidelines of the LGP for SY 2023-2024 (OUOPS Memo No 2023-03) considering the amendment indicated in DM No. 007, s. 2025, particular attention is invited to paragraph no. 4, for reference.



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3. The school LG COMEA shall facilitate the procedures, moreover, this Office reiterate that **LGP Teacher-Advisers designated by the School Head shall not interfere to any election procedures** from application period to oath taking period, as well as special elections for Grade 7 and 11 representatives.
4. Schools are requested to submit the original duly signed copy of the following documents on or before February 25, 2026:
 - a. Enclosure 1: Composition of School LG COMEA
 - b. Enclosure 2: LG COMEA Monitoring Tool (School Level)
 - c. Enclosure 3: Registry of Elected Officers
 - d. Enclosure 4: LG General Plan of Action (GPOA)
5. The Division Youth Formation Focal Persons Richmae L. Dantes and Arwyn T. Baluyot will conduct monitoring and provide technical assistance to selected schools from **February 11-13, 2026**. Schools shall prepare the necessary reports on the said dates. Schedule shall be announced through Facebook Messenger Group.
6. Schools are advised to make necessary adjustment in adherence to No disruption of classes as stipulated in DepEd Order No. 9, s. 2005 and all learners shall secure parent permit and waiver.
7. Relevant expenses incurred in this activity shall be charged to Schools MOOE/canteen funds, subject to usual accounting and auditing rules and regulations.
8. Immediate dissemination and compliance to this Memorandum is desired.

NOEL D. BAGANO
Schools Division Superintendent

Encl.: As stated
References: Memorandum DM-OUOPS-2025-11-0041
To be indicated in the Perpetual Index
under the following subjects:
LGP ELECTION
RMD/SGOD/LGPELECTIONSY2026-2027
January 5, 2026



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Enclosure 1: Composition of School LG COMEA

COMPOSITION OF SCHOOL LEARNER GOVERNMENT (LG) COMEA

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.

Name of School:

School ID:

Date Accomplished:

School Year:

Learner Government Category (SELG/SSLG):

LG COMEA Commissioners	Name	Position	Appointed/ Nominated/ Elected
Chief Commissioner			
Commissioner on Screening and Validation			
Commissioner on Appointment			
Commissioner on Electoral Board			
Commissioner on Grievance			

LG COMEA Permanent Committee	Name/s	Position	Appointed/ Nominated/ Elected
Screening and Validation Committee			
Appointment Committee			
Electoral Board Committee			
Grievance Committee			

Prepared by:

Noted by:

 SELG/SSLG Adviser

 Chief Commissioner/School Head



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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: _____ Region/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): _____

Number of Polling Precinct: _____

Polling Precinct Station/s: _____

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 Appointment

Appointed

Others (please specify): _____

Commissioner on Electoral Board

Appointed

Others (please specify): _____

Commissioner on Grievance

Appointed

Others (please specify): _____

LG COMEA Permanent Committees:

Executive Committee

Number of Members: _____

Appointment Committee

Number of Members: _____

Screening and Validation Committee

Number of Members: _____

Grievance Committee

Number of Members: _____

Electoral Board Committee

Number of Members: _____



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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: _____

II. Results

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

Supreme Elementary Learner Government Officers for SY: 2026-2027

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

Supreme Secondary Learner Government Officers for SY: 2026-2027

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



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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



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Enclosure 3: Registry of elected officers

REGISTRY OF ELECTED OFFICERS

Level of Learner Government: Elementary Secondary

Name of School: _____

School ID: _____

Position	Name	Gender	Grade Level
President			
Vice President			
Secretary			
Treasurer			
Auditor			
Public Information Officer			
Protocol Officer			
Grade __ Representative			
Grade __ Representative			
Grade __ Representative			

(Note: For representatives, add rows if necessary.)

Prepared by:

 Signature over printed name of
 Commissioner on Screening and Validation

Attested by:

 Signature over printed name of
 Commissioner on Electoral Board

Approved by:

 Signature over printed name of
 LG COMEA Chief Commissioner



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Enclosure 4: LGPOA

**Learners Government Program:
 General Plan of Action (LGP: GPOA)**

School Name:	School I.D.:
School Year: 2026-2027	Division Office: VALENZUELA
LG Category: <input type="checkbox"/> SELG <input type="checkbox"/> SSLG	Regional Office: NCR

<i>Quarter No.:</i>					
<i>Name of Activity 1:</i>					
<i>DepEd Core Value:</i>					
<i>Description of Activity:</i>					
Time Frame	Objectives	Participants	Mode of Delivery	Resources	Expected Outputs
Strategies/Implementation			Monitoring & Evaluation		
Remarks					

<i>Quarter No.:</i>					
<i>Name of Activity 2:</i>					
<i>DepEd Core Value:</i>					
<i>Description of Activity:</i>					



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Time Frame	Objectives	Participants	Mode of Delivery	Resources	Expected Outputs
Strategies/Implementation			Monitoring & Evaluation		
Remarks					

Prepared by:

[NAME 1]
Designation
SELG/SSLG Officer

[NAME 2]
Designation
SELG/SSLG Officer

[NAME 3]
Designation
SELG/SSLG Officer

[NAME 4]
Designation
SELG/SSLG Officer

Recommending Approval:

[NAME OF SELG/SSLG ADVISER]
Designation
Name of School

Approved by:

[NAME OF SCHOOL HEAD]
Designation
Name of School