



Republic of the Philippines
Department of Education
Region VI-Western Visayas
SCHOOLS DIVISION OF KABANKALAN CITY

**Office of the Schools Division
Superintendent**

DIVISION MEMORANDUM
NO. 351, s. 2022

SEP 15 2022

**MONITORING OF THE SUPREME PUPIL GOVERNMENT (SPG) AND SUPREME
STUDENT GOVERNMENT (SSG) ELECTIONS FOR SCHOOL YEAR 2022-2023**

To: OIC-Asst. Schools Division Superintendent
Chiefs, CID and SGOD
Public Schools District Supervisors
Public & Private Elementary and Secondary School Heads

1. Anent the conduct of Supreme Pupil Government (SPG) and Supreme Student Government (SSG) Elections for School Year 2022-2023, this Office, through the Youth Formation and Development Section, enjoins all Schools' Youth COMEA to fill out the Youth COMEA Monitoring Tool (Enclosure no. 1), and submit the accomplished form through email at dexyllgarl.dejesus@deped.gov.ph on or before September 19, 2022.
2. For further details and concerns, contact Dexyll Garl G. De Jesus/Gerald B. Tampico, Project Development Officers I, through messenger.
4. Immediate dissemination of and compliance with this Memorandum are desired.

NICASIO S. FRIO, CESO VI
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent



Republic of the Philippines
Department of Education

OFFICE OF THE ASSISTANT SECRETARY FOR YOUTH AFFAIRS AND SPECIAL CONCERNS

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YOUTH COMEA MONITORING TOOL

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:** _____
Youth COMEA Chief Commissioner: _____
Designation: _____
Date of Election: _____ **Time of Election:** _____
Student Government Category: SSG SPG

Number of Candidates: _____ **Number of Polling Precinct:** _____
Election Period: _____ **Polling Precinct Station/s:** _____
Campaign Materials Used: _____
 Fliers **Posters**
 Social Media Post
 Others (please specify): _____

Has there been any disqualification of a candidate?
 Yes Reasons: _____
 No

Mode of Election
 Manual Blended
 Digital Others (please specify): _____

Composition of the Youth COMEA

Youth 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): _____

Youth 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 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: _____

List of Elected/Appointed Officers for the Supreme Pupil Government and Supreme Student Government

Supreme Pupil Government Officers for SY: 2022-2023

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

Supreme Student Government Officers for SY: 2022-2023

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

Members of the Youth COMEA:

Youth COMEA Commissioner

Youth COMEA Commissioner

Prepared by:

Validated by:

Youth COMEA Commissioner

Youth COMEA Commissioner

Approved by:

Youth COMEA Chief Commissioner/School Head