



Republic of the Philippines  
**Department of Education**  
Region V  
**SCHOOLS DIVISION OF SORSOGON**

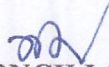

Division Memorandum

No. 176 s. 2022

**To:** Assistant Schools Division Superintendent  
Chief, School Governance and Operations Division  
Chief, Curriculum Implementation Division  
Education Program Supervisors  
Public Schools District Supervisors  
Public Elementary and Secondary School Heads  
All Concerned

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

1. Pursuant to DepEd Memorandum, signed on September 2, 2022 by Asst. Secretary Dr. Dexter A. Galban of the Office of the Assistant Secretary for Youth Affairs and Special Concerns-Youth Formation Division (OASYASC-YFD) highlights the conduct of the **Monitoring and Evaluation of the Supreme Pupil Government (SPG) and Supreme Student Government (SSG) Elections for School Year 2022-2023** in all schools nationwide.
2. All School Heads or SPG/SSG Teacher-Advisers must fill up the attached Youth COMEA Monitoring Tool (Annex A) and **to be submitted by district** to the SGOD-YFD Office **on/before October 4, 2022**.
3. Expenses incurred in the conduct of this activity shall be charged to school MOOE subject to the usual accounting and auditing rules and regulations.
4. Immediate dissemination of and compliance with this Memorandum are directed.

  
**JOSE L. DONCILLO, CESO V**  
Schools Division Superintendent 



Balogo Sports Complex, Balogo, Sorsogon City, Sorsogon 4700 .  
Landline: (056) 421-5415  
Email: [sorsogon@deped.gov.ph](mailto:sorsogon@deped.gov.ph)  
Website: [depedsorsogon.com.ph](http://depedsorsogon.com.ph)



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Republic of the Philippines  
Department of Education

OFFICE OF THE ASSISTANT SECRETARY FOR YOUTH AFFAIRS AND SPECIAL CONCERNS

**YOUTH 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: \_\_\_\_\_  
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): \_\_\_\_\_  
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 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 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: \_\_\_\_\_

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

**Supreme Pupil Government Officers for SY: 2022-2023**

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

**Supreme Student Government Officers for SY: 2022-2023**

<b>Position</b>	<b>Name of Student</b>	<b>Grade level</b>
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