



Republic of the Philippines
Department of Education
Region VI – Western Visayas
SCHOOLS DIVISION OF CAPIZ

September 14, 2022

DIVISION MEMORANDUM

NO. **331** s. 2022

**DIVISION FEDERATION SUPREME PUPIL GOVERNMENT (SPG) AND
SUPREME STUDENT GOVERNMENT (SSG) ELECTIONS FOR SCHOOL YEAR
2022-2023**

To: OIC, Office of the Assistant Schools Division Superintendent
Chief Education Supervisors
Curriculum Implementation Division
School Governance and Operations Division
Public Schools District Supervisors/OIC of the Districts
Heads, Public and Private Elementary, Secondary and
Integrated Schools
District SPG Coordinators and Advisers
SSG Advisers
All Others Concerned

1. In reference to the Memorandum from the Office of the Assistant Secretary for Youth Affairs Special Concerns titled "Interim Guidelines of the Youth Commission on Elections and Appointments (Youth COMEA) for SY 2022-2023", this Office shall conduct the Division Student Government Elections for SY 2022-2023.
2. The elections are set on the following schedule and venues:

SG ELECTIONS	DATE	VENUE
Division Federation Supreme Student Government Elections	September 21, 2022 (9:00 AM - 3:00 PM)	Capiz Division Multi- Purpose Hall, Banica, Roxas City
Division Federation Supreme Pupil Government Elections	September 22, 2022 (9:00 AM - 3:00 PM)	Capiz Division Multi- Purpose Hall, Banica, Roxas City



Address: Banica, Roxas City
Contact Number: (036) 6518 456
Email Address: capiz@deped.gov.ph



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3. The Participants to the said elections are the elected or appointed School-Based SPG/SSG Presidents and their respective Teacher-Advisers and District SPG Coordinators.
4. Attached are the list of Capiz Division Youth COMEA Commissioners and Program Flow for your guidance.
5. Participation to the activity is voluntary and must adhere with DepEd Order No. 66, s. 2017 titled "*Implementing Guidelines on the Conduct of Off-Campus Activities*".
6. Expenses relative to the conduct of this activity shall be charged against the program support fund under LRO-2021-535, OSEC-6-21-5119 & LRO-2022-475 while the travel expenses of the participants are chargeable against the School MOOE, both subject to the usual accounting and auditing rules and regulations.
7. It is expected that in the conduct of this activity, all involved must adhere to minimum health and safety protocols set by the Inter-Agency Task Force on the Management of Emerging Infectious Diseases (IATF) and the Department of Health (DOH).
8. Immediate dissemination of and compliance with this Memorandum are desired.


MIGUEL MAC D. APOSIN EdD, CESO V
Schools Division Superintendent



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Enclosure No. 1 to SDM 331, s. 2022

**CAPIZ DIVISION YOUTH COMMISSION ON ELECTIONS AND
APPOINTMENTS (Youth COMEA)**

Youth COMEA Chief Commissioner
MIGUEL MAC D. APOSIN EdD, CESO V

Commissioner on Screening and Validation
YZARDA CLAUDETTE D. BALLERA
Members: Arthur B. Escosia
John Steven Valiente

Commissioner on Electoral Board
JHEAN MAE GRACE LINGCO
Members: Rechille Ann B. Denisado
Jeolie Ann D. Billones
Cherry Mae C. Diestro

Commissioner on Grievance
DR. MARLON P. DESTREZA

Commissioner on Appointments
DR. IMMACULADA AMORES



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Enclosure No. 2 to SDM 331, s. 2022

PROGRAM

- I. Preliminaries – On Air
- II. Opening Remarks
MIGUEL MAC D. APOSIN EdD, CESO V
Schools Division Superintendent
Youth COMEA Chief Commissioner
- III. Orientation Election Proper
YZARDA CLAUDETTE D. BALLERA
Project Development Officer 1
Screening and Validation Commissioner

JHEAN MAE GRACE LINGCO
Project Development Officer 1
Electoral Board Commissioner
- IV. Election Proper
Electoral Board Commission
- V. Proclamation of Winners
- VI. Oath Taking Ceremony
Newly Elected Set of Officers for SY 2022-2023



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