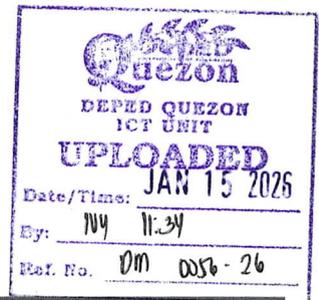




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



13 January 2026

DIVISION MEMORANDUM

No. 0056, s. 2026

ONLINE ORIENTATION ON THE LEARNER GOVERNMENT ELECTION AND APPOINTMENT CODE (LGEAC)

To: Assistant Schools Division Superintendents
Division Chiefs
Public Schools District Supervisors
School Heads In-Charge of Learner Formation
Elementary and Secondary School Heads
All Others Concerned

1. In reference to **DepEd Order No. 12, s. 2025** titled **Multi-Year Implementing Guidelines on the School Calendar and Activities** and in compliance with **OUOPS Memorandum No. 2023-03** titled **Interim Guidelines of the Learner Government Program (LGP)**, this Office, through the School Governance and Operations Division – Learner Formation Section (SGOD-LFS) shall conduct an online orientation on the Learner Government Election and Appointment Code (LGEAC) on **January 21, 2026**. Please see the Enclosure for the program.
2. The online activity shall prepare elementary and secondary schools in the conduct of school level elections of the Supreme Elementary Learner Government (SELG) and Supreme Secondary Learner Government (SSLG) for School Year 2026-2027. Specifically, this activity aims to:
 - a. Review the guidelines stipulated in the LGEAC as updated in **OUOPS Memorandum No. 2023-03** titled **Interim Guidelines of the Learner Government Program (LGP)**;
 - b. Discuss the templates to be used in the conduct of school level elections;
 - c. Capacitate the School Heads In-Charge of Learner Formation in each district in monitoring the conduct of elections; and
 - d. Address other inquiries and concerns related to the conduct of the school level elections.

DEPEDQUEZON-TM-SDS-04-009-003



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
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3. Participants to this activity are the designated School Head In-Charge of Learner Formation, one elementary non-teaching personnel, and one secondary non-teaching personnel, for a total of three (3) representatives for each district. They shall lead in the conduct of the cascading activity in their respective districts on **January 23, 2026**. The participants shall register through the link **<https://tinyurl.com/LGEACOrient26>** on or before **January 16, 2025**.
4. The zoom meeting link shall be forwarded through the official messenger group of the SDO Quezon Learner Formation.
5. A one-page district newsletter report with photo documentation for the cascading activity shall be submitted through email at **sdo.quezon.learner.formation@gmail.com** on or before **January 26, 2026**.
6. Immediate dissemination of and strict compliance with this Memorandum are earnestly desired.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent 

sgod/mamt/01/13/2026

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Enclosure to DM No. 0056, s. 2026

Program Flow of the Online Orientation on the Learner Government Election and Appointment Code (LGEAC)

8:00 a.m. – 9:00 a.m.	Setting-up/Connecting with the Meeting Link	Participants
9:01 a.m. – 9:30 a.m.	National Anthem Opening Prayer CALABARZON March Quezon Hymn Quality Policy Statement Energizer	Audio-Visual Presentation
9:31 a.m. – 9:35 a.m.	Welcome Remarks	Juanito A. Merle, EdD SGOD Chief
9:36 a.m. – 9:40 a.m.	Message	Aris S. Barrago, PhD OIC – Assistant Schools Division Superintendent
9:41 a.m. – 9:55 a.m.	Attendance Check and Pre-test	Participants
9:56 a.m. – 10:00 a.m.	Statement of Activity Objectives	Hazel Ann S. Camo Project Development Officer I
10:01 a.m. – 12:00 n.n.	Orientation Proper	Mark Angelo M. Tiusan Project Development Officer I Division Learner Formation Focal Person
12:01 p.m. – 1:00 p.m.	Lunch Break	
1:01 p.m. to 1:15 p.m.	Energizer	
1:16 p.m. – 2:15 p.m.	Continuation of Orientation	Mark Angelo M. Tiusan Project Development Officer I Division Learner Formation Focal Person
2:16 p.m. – 3:00 p.m.	Simulation of the Online Election Reporting System	Rommel T. Oczon Project Development Officer I
3:01 p.m. – 3:45 p.m.	Open Forum	Participants
3:46 p.m. – 3:55 p.m.	Post-test and Evaluation	
3:56 p.m. – 4:00 p.m.	Closing Remarks	Mark Angelo M. Tiusan Project Development Officer I Division Learner Formation Focal Person

Florichel R. Lagos
 Project Development Officer I
 Master of Ceremonies

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