



Republic of the Philippines  
**Department of Education**  
REGION X – NORTHERN MINDANAO  
**SCHOOLS DIVISION OF EL SALVADOR CITY**

**Office of the Schools Division Superintendent**

10 July 2023

DIVISION MEMORANDUM  
No. 299, s. 2023

**ELECTION OF REGIONAL FEDERATION OF SUPREME ELEMENTARY  
LEARNER GOVERNMENT (SELG) AND SUPREME SECONDARY LEARNER  
GOVERNMENT (SSLG) OFFICERS**

To: **Asst. Schools Division Superintendent**  
**Chief Education Supervisors, CID and SGOD**  
**Division Learner Formation Coordinator**  
**Supreme Elementary Learner Government (SELG) Teacher-Adviser**  
**Supreme Secondary Learner Government (SSLG) Teacher-Adviser**  
**All Others Concerned**  
This Division

1. The Education Support Services Division (ESSD), will be conducting the **Election of Regional Federation of Supreme Elementary Learner Government (SELG) and Supreme Secondary Learner Government (SSLG) Officers for SY 2023-2024** at the Audio-Visual Center (AVC), DepEd Regional Office X, on July 14, at 8:00 a.m.
2. The participants of the activity are the Division-Federated SELG President and Division-Federated SSLG President, chaperoned by their respective Teacher-Advisers and Learner Formation Coordinator.
3. The participants are advised to take with them their own provision of snacks because the first meal to be served during the activity will be lunch. Travel and other expenses incurred during the activity shall be charged to local funds in accordance with the existing accounting and auditing rules and regulations.
4. Attached are the parental consent and activity matrix for reference as student participants shall submit parent's consent to the Division Office, c/o Esmael V. Malaco, Jr., PDO I, prior to the conduct of the activity.
5. This activity adheres to the Equal Opportunity Principle (EOP). Hence, all decisions and actions shall be based solely on guidelines set forth, with no discrimination on the account of age, gender identity, sexual orientation, civil status, disability, religion, ethnicity or political affiliation.

SGOD/LFD



Address: Zone 3, Poblacion, El Salvador City  
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6. For dissemination, guidance and strict compliance.

  
**RANDOLPH B. TORTOLA**  
Schools Division Superintendent 

ATCH: As stated  
To be indicated in the Perpetual Index  
under the following subjects:

ELECTIONS  
LEARNER GOVERNMENT

SGOD/LFD



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ELECTION OF REGIONAL FEDERATION OF SUPREME ELEMENTARY  
LEARNER GOVERNMENT (SELG) AND SUPREME SECONDARY  
LEARNER GOVERNMENT (SSLG) OFFICERS

Audio-Visual Center (AVC), DepEd Regional Office X  
July 14, at 8:00 a.m.

**ACTIVITY MATRIX**

**Rationale:**

In accordance with **Department Order (DO) No. 47, s. 2014** titled **Constitution and By-Laws of the Supreme Pupil Government and Supreme Student Government in Elementary and Secondary Schools**, the Department of Education (DepEd) recognizes that the Student Government Program (SGP), through the Supreme Elementary Learner Government (SELG) and Supreme Secondary Learner Government (SSLG), is the foremost co-curricular learner-led organization authorized to operate and implement pertinent programs, projects, and activities in all schools nationwide.

The election in the regional federations of the SELG and SSLG is exclusive for DFSELG/DFSSLG elected presidents.

The regional federations shall elect the following positions:

1. President,
2. Vice-President,
3. Secretary,
4. Treasurer,
5. Auditor,
6. Public Information Officer (PIO), and
7. Protocol Officer (former Peace Officer).

**PROGRAM MATRIX**

7:30 - 8:00	Registration and Arrival of Participants
8:00 - 8:15	Invocation / Preliminaries
8:15 - 8:30	Opening Remarks from ESSD Chief / PDO IV
8:30 - 9:00	RD's Message
9:00 - 9:30	Introduction of DFSELG/ DFSSLG Presidents
9:30 - 12:00	Keynote Speaker + Workshop
12:00 - 1:00	Lunch
1:00 - 3:00	Election Proper and Oath Taking



ELECTION OF REGIONAL FEDERATION OF SUPREME ELEMENTARY  
LEARNER GOVERNMENT (SELG) AND SUPREME SECONDARY  
LEARNER GOVERNMENT (SSLG) OFFICERS

Audio-Visual Center (AVC), DepEd Regional Office X  
July 14, at 8:00 a.m.

**PARENTAL CONSENT AND WAIVER FORM**  
(English Version)

I, \_\_\_\_\_, as the parent or legal guardian of \_\_\_\_\_, hereby acknowledge that I have been informed of the details of the conduct of the face-to-face **Regional Federation Of Supreme Elementary Learner Government (SELG) and Supreme Secondary Learner Government (SSLG) Elections** that will be held on **14 July 2023** at **Audio-Visual Center (AVC), DepEd Regional Office X**.

I understand that my child's in-person attendance in the event will include associating with teachers, fellow learners and school personnel, and other persons inside and outside of the school that may put my child at risk of COVID-19 transmission, notwithstanding the precautions undertaken by the implementing team.

**Voluntary Participation**

I acknowledge that my child's participation in this activity is completely voluntary. My child may decline to participate or withdraw from participation at any time for any reason. Declining or withdrawal of participation will not result in any penalty or loss of benefits or reduction of any basic right to which my child is entitled. While there remains the risk of possible COVID-19 transmission to my child/ren, and to the members of my household, I freely assume the said risk and I permit my child/ren to attend this activity.

**Exclusion (Limitations/Ineligibility)**

I am aware that symptoms of COVID-19 include, but are not limited to, fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, the new loss of taste or smell, sore throat, congestion or runny nose, nausea, vomiting, and diarrhea.

I confirm that my child currently has none of those symptoms and is in good health. I will not allow my child to physically go to the event if my child or any member of my household develops any of the said symptoms or any other symptoms of illness that may or may not be related to COVID-19. I will also inform the school/division and not allow my child to attend the event if my child or any of my household members tests positive for COVID-19. My child/ren and I, with my household members, will follow the required health and safety protocols and procedures adopted by the school and community.

**Documentation**

I confirm that I give full permission in any recording or picture taken of my child during the conduct of this event and to use some or all of my child's images/ contribution/ performance in any publication (including electronic publications such as film or website) created by or for the BLSS-YFD and to release this material to DepEd official platforms.

**Confidentiality**

I am aware that any information that will be given during the activity will be kept strictly confidential, and personal information will be treated in accordance with the Data Privacy Act of 2012. I am assured that the information about my child will not be shared outside of the implementation team. My child's name will not be used when data from this activity is analyzed.

I hereby confirm that I agree and understand the commitment of my child as a participant. I also understand and will support my child's endeavor to meet the expectations, guidelines, and responsibilities to his/her fellow participants and to the BLSS-YFD.

To the extent allowed by law and rules, I hereby agree to waive, release, and discharge all claims, causes of action, damages, and rights against the school/division and its personnel as well as officials and personnel of the Department of Education relative to the conduct of the activity.

With full understanding, I – on behalf of myself, my household members, and my child/ren – hereby freely and voluntarily give my consent to my child's participation in the activity from 29 July to 03 August 2023. I also attest that I had sought the views of my child and he/she has expressed a willingness to participate in the activity.

**CONTACT DETAILS FOR QUESTIONS OR PROBLEMS**

For any concerns or clarification, you may contact the Office of the Assistant Secretary for Operations through the Education Support Services Division – Regional Youth Formation Coordinator through the email address [michaeldave.tan@deped.gov.ph](mailto:michaeldave.tan@deped.gov.ph)

<hr/> Signature of Parent/Guardian over Printed Name	<hr/> Contact Details (Mobile Number)
<hr/> Name of Children	<hr/> Date

*\* Please submit this form to your child's school prior to participation in the event.*