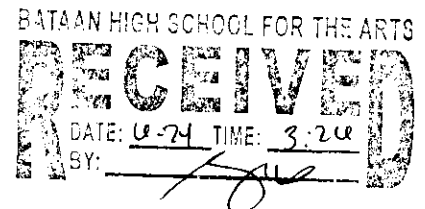




Republic of the Philippines  
**Department of Education**  
REGION III

**BATAAN HIGH SCHOOL FOR THE ARTS**



**SCHOOL MEMORANDUM**

No. 102, s. 2025

JUN 25 2025

To: Chief Administrative Officers  
Chief Education Program Specialist  
School Office Personnel  
All Others Concerned

**SYNCHRONIZED RE-ELECTIONS FOR THE VACANT POSITION OF  
LEARNER GOVERNMENT PROGRAM OFFICERS FOR THE SCHOOL  
YEAR 2025-2026**

1. Pursuant to Division Memorandum No. 024, s. 2025, this office announces the conduct of a **Synchronized Re-Election for the Vacant Position of Learner Government Program Officers in Schools for the School Year 2025-2026** on **June 27, 2025 to July 1, 2025**.
2. This activity aims to establish representatives of the student body at the school level, reinforcing the stability of the Learner Government Program (LGP), promoting good governance within the organization, and demonstrating the leadership and management skills of student leaders at Bataan High School for the Arts.
3. The mode of election, with the approval of the School Director, can be done in any of the following:
  - a. Manual
  - b. Online
  - c. Digital Computerized
  - d. Appointment
4. To ensure the timely conduct of the said activity, the following indicative schedules are given:

| ACTIVITY                            | TIMETABLE | PERSON-IN-CHARGE |
|-------------------------------------|-----------|------------------|
| Cascading of Information to Student | June 27   | SSLG Adviser     |





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|                                                                                     |         |                           |
|-------------------------------------------------------------------------------------|---------|---------------------------|
| Filing of Election Application Packet (EAP) or Appointment Application Packet (AAP) |         | SSLG Adviser and Officers |
| Evaluation of vis-a-vis Qualifications and Disqualifications                        | June 30 | LG COMEA Adviser          |
| Announcement of the Official List of Candidates                                     |         |                           |
| Campaign Period                                                                     | June 30 | Student and SSLG Adviser  |
| Elections                                                                           | July 1  | LG COMEA Adviser          |
| Proclamation of Winners                                                             |         | LG COMEA Adviser          |
| Oath Taking Ceremony                                                                |         | School Head/Director      |

5. The election should take place at 3:00 PM to avoid interruption or disruption of classes.
6. The Election Application Packet (EAP), which will be accomplished by the candidates to be filled by the SSLG Adviser, is comprised of the following:
  - a. Certificate of Candidacy (Election Application Form)
  - b. Introductory Profile for Secondary
  - c. Certificate of Good Academic Standing
  - d. Certificate of Good Moral Character
  - e. Parental Consent
7. The Appointment Application Packet (AAP), which will be completed by the BKD Adviser to be evaluated by the Selection Committee (LG COMEA Chairperson, Current SSLG Adviser, and School Head), is comprised of the following:
  - a. Appointment Application Form
  - b. Certificate of Good Academic Standing
  - c. Certificate of Good Moral Character
  - d. Parental Consent



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"EAP and AAP can be downloaded through this link  
[https://drive.google.com/drive/u/0/folders/1N\\_jsXe2h1IScrGGmxmV1HtkJU\\_Me20tnvM](https://drive.google.com/drive/u/0/folders/1N_jsXe2h1IScrGGmxmV1HtkJU_Me20tnvM)"

8. All expenses incurred in conducting the Synchronized Elections of Learner Government Program Officers for School Year 2025-2026 shall be charged to School Maintenance and Officer Operating Expenses (MOOE) or other available funds, subject to the usual accounting rules and regulations.
9. All procedures as stipulated in the Regional Memorandum No. 209, s. 2023, titled *"Interim Guidelines of the Learner Government Program for School Year 2023-2024"*, will serve as a reference in conducting the election for SSLG/SELG.

| <b>LEARNER GOVERNMENT COMMISSION ON ELECTIONS AND APPOINTMENT</b> |                               |
|-------------------------------------------------------------------|-------------------------------|
| <b>LG COMEA ADVISER</b>                                           | MIA ARIANA P. TANCIONGCO, PhD |
| <b>MEMBERS</b>                                                    | ERIKA GENE D. DINO            |
|                                                                   | MICHELLE COLLADO              |
|                                                                   | LOURRIE MEY LIBO-ON           |
|                                                                   | ANGELA MATHILDA BANZON        |
| <b>DIGITAL/ONLINE FORMS</b>                                       | CHRISTIAN R. MANGALINDAN      |
|                                                                   | RENIELL H. ESCONDE            |

10. Immediate dissemination of this Memorandum is desired.

**MIA ARIANA P. TANCIONGCO, PhD**  
Director III

To be indicated in the Perpetual Index  
Under the following subjects:

ELECTION  
STUDENTS

JS/June 24, 2025