

February 10, 2020

SCHOOLS DIVISION MEMORANDUM NO. 5 4 s. 2020 DO CSJDM RELEASED

• FEB 1 2 2020

By: 4-24,
Records Unit

To: Chief Education Supervisors
Public Secondary/ Elementary Schoolheads
All Others Concerned

### SYNCHRONIZED SUPREME GOVERNMENT (SPG) AND SUPREME STUDENT GOVERNMENT (SSG) ELECTIONS SY 2020-2021

- 1. Pursuant to Unnumbered Memorandum from the Office of the Regional Director, NICOLAS T. CAPULONG PhD, CESO V dated February 10, 2020, this Office announces the conduct of the Synchronized Supreme Government (SPG) and Supreme Student Government (SSG) SY 2020-2021 in all public secondary and elementary schools on February 14, 2020 with other specified activities and directives attached in Enclosure OUA Memo 01-0120-0609.
- 2. Immediate dissemination of this Memorandum is enjoined.

NERLINA P. CRUZ PHD, CESO VI

Officer-in- Charge

Office of the Schools Division Superintendent

sgod/ces/edc cn 20-02-007









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#### Republika ng Pilipinas

Kagawaran ng Edukasyon

Tanggapan ng Pangalawang Kalihim

OUA MEMO 01-0120-0609 MEMORANDUM

30 January 2020

For:

Regional Directors

Schools Division Superintendents

Public Elementary and Secondary School Heads

All Others Concerned

Subject:

SYNCHRONIZED SUPREME PUPIL GOVERNMENT (SPG) AND

SUPREME STUDENT GOVERNMENT (SSG) ELECTIONS FOR

**SCHOOL YEAR 2020-2021** 

Pursuant to Department of Education (DepEd) Order No. 47, s. 2014 entitled "Constitution and By-Laws of the Supreme Pupil Government (SPG) and Supreme Student Governments (SSG) in Elementary and Secondary Schools" and DepEd Order No. 11, s. 2016 entitled "Additional Guidelines to DepEd Order No. 47 s. 2014", the following shall be observed during the elections for the SPG/SSG officers for School Year 2020-2021:

Activities (Facilitated by the SPG/SSG COMELEC)	Date
Filling of Candidacy	February 3, 2020
Evaluation of Certificate of Candidacy (COC) vis-à-vis Qualifications and Disqualifications	February 5, 2020
Announcement of the Official List of Candidates	February 6, 2020
<ul> <li>Campaign Period</li> <li>Presidential Election Forum</li> <li>Campus-wide Presidential and Vice Presidential Debates</li> </ul>	February 12-13, 2020
Elections	February 14, 2020
Proclamation of Winners	February 14, 2020
Nomination of SPG Adviser	February 17-18, 2020
Oath taking Ceremony	February 21, 2020
Election of Division Federation Officers	March 9, 2020
Election of Regional Federation Officers	March 23, 2020





Office of the Undersecretary for Administration (OUA)

[Administrative Service [AS]. Information and Communications Technology Service (ICTS); Disoster Risk Reduction and Management Service (DRRMS), Bureau of Learner Support Services (BLSS), Boguio Teachers Camp (BTC), Central Security & Safety Office (CSSO)

Department of Education, Central Office, Meralco Avenue, Pasig City Rm 519, Mabini Bldg; Mobile: +639260320762; Tel: +6326337203, +6326376207 Email: usec.admin@deped.gov.ph; Facebook/Twitter@depedtayo



All schools are encouraged to use the Automated Election System developed in partnership with the Information and Communications Technology Service (ICTS). Regional and Division Information Technology Officers and Youth Formation Coordinators shall work together to ensure the smooth implementation of the election.

The following are the specific responsibilities in line with the synchronized SPG and SSG elections:

- 1. The School Head (SH), upon the proposal of the members of the SPG/SSG Commission on Elections (COMELEC) with the recommendation of the SPG/SSG COMELEC Chairperson, may also issue additional guidelines on the SPG/SSG COMELEC Standard Election Code consistent with the Constitution and By-Laws of the SPG and SSG in elementary and secondary schools, to ensure the fair and successful conduct of the elections.
- 2. The SGOD Chief and the Division Youth Formation Coordinator (PDO I) shall conduct the election of the Division Federation of SPG and SSG Officers on March 9, 2020 and shall submit to the Youth Formation Division (YFD) the result of the Division Federation elections using the attached Enclosure No. 1.
- 3. The Regional ESSD Chief and the Regional Youth Formation Focal Person (PDO IV) shall conduct the election of the Regional Federation of SPG and SSG Officers on March 23, 2020 and shall submit to YFD the result of the Regional Federation elections using the attached Enclosure No. 2.
- 4. The elected SPG/SSG officers during the oath taking ceremony shall undergo a parallel school-based training on basic skills of leadership, roles, functions, and responsibilities of each office using the modules of the Student Leadership Development Program (SLDP) and Nation of Heroes. The newly-nominated SPG/SSG Adviser shall supervise the implementation of the said training, in cooperation with the previous SPG/SSG officers and adviser.

Expenses to be incurred shall be charged to school MOOE, subject to the usual accounting and auditing rules and regulations. All plans and programs of the SPG/SSG shall be incorporated in the School Improvement Plan and Annual Improvement Plan.

The Youth Formation Division, under the Bureau of Learner Support Services, shall monitor the conduct of the elections and the formulation and implementation of the programs and projects to strengthen the SPG/SSG.

All Regional Directors (RD) and Schools Division Superintendents (SDS) shall support and monitor the implementation of the elections and the programs and projects of the SPGs and SSGs.

### The following documents are enclosed for reference:

Enclosure No. 1: Directory of Division Federation Officers Enclosure No. 2: Directory of Regional Federation Officers

Enclosure No. 3: Elections Application Packet

Enclosure No. 4: Parental Consent Form for SPG/SSG Candidates

Enclosure No. 5: Certificate of Candidacy for the SPG Enclosure No. 6: Certificate of Candidacy for the SSG

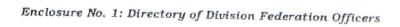
For more information, all concerned may contact the Bureau of Learner Support Services-Youth Formation Division (BLSS-YFD) at (02) \$637-9814 or through email blss.yfd@deped.gov.ph.

For strict compliance.

ALAIN DEL B. PASSUA Undersecretary











### Directory of Division Federation Officers

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#### Directory of Regional Federation Officers

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#### Enclosure No. 3: Elections Application Packet



### Republic of the Philippines DEPARTMENT OF EDUCATION Youth Formation Division

#### **Elections Application Packet**

To run for a position in the SSG/SPG office, each candidate should submit a completed signed application with the following attachments:

- Certificate of Candidacy
- Parental Consent
- Two (2) pcs of recent 2x2 photograph
- · An official copy of the Report Card for the present Academic Year
- Two (2) recommendation letters from two (2) individuals whom the candidate has worked with in a co-curricular and extra-curricular activity.

#### RECOMMENDATION LETTERS:

Please secure and submit two (2) recommendation letters (in a signed/sealed envelope) from two (2) individuals that the candidate has worked with in a co-curricular and extra-curricular activity. The recommendations shall include the following:

- Description of the activity wherein the candidate and the author of the recommendation letter worked together.
- Detailed description of how the candidate displayed the principles of teamwork, collective decision-making, and good work ethic in the said activity.

The two (2) recommendation letters should come from:

- 1. A fellow student that he/she worked within an activity, and
- 2. the teacher that served as an adviser of the same activity.

The authors of the recommendation letters should not be related to the candidate by affinity or second degree consanguinity. If needed, the COMELEC has the authority to validate the recommendation letters with the signatories.





#### PARENTAL CONSENT

(name of p	parent/guardian)	as a parent/guardian will support my
son/daughter	(name of ca	to the best of my ability as
	he/she comm	its to the Student Council.
I am allow Supre	erne Student Gove	lfill the duties and responsibilities of a rnment Officer and to be involved
	m tai oi its activit	ties, programs and projects.
		nes, programs and projects.  In Signature over Printed Name





### CERTIFICATE OF CANDIDACY FOR THE SUPREME PUPIL GOVERNMENT

lead and serve the student body toward He/She must uphold the core y	wernment lives the ideals, principles, and practices of resents the student body and must be fully committed to ds the fulfillment of the goals of the Student Government, values and thrusts of the Department of Education school and community in words and in deeds.
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in the election	for school year
I do hereby declare my intention and	desire to be nominated for the particular position of
and academic standing, and I v	e student of this school with good moral character vill abide with the election rules and guidelines preme Pupil Government.
I hereby certify that the facts stated he	erein are true and correct to the best of my knowledge.
Signature of C	Candidate over Printed Name
SUBSCRIBED AND SWORN to before n	ne this day of year
at	to me his/her nomination kit which contains his/her demic records, and parental consent.
orove, photograph, acar	define records, and parental consent.
SPG COME	LEC REPRESENTATIVE

Enclosure 6: Certificate of Candidacy for the SSG



## Republic of the Philippines DEPARTMENT OF EDUCATION Youth Formation Division

### CERTIFICATE OF CANDIDACY FOR THE SUPREME STUDENT GOVERNMENT

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SSG COMELEC REPRESENTATIVE