



Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF ABRA
Bangued, Abra



DIVISION MEMORANDUM
No. 031s. 2018

To: **Chief, Curriculum Implementation Division**
All Education Program Supervisors
All Public Schools District Supervisors
All Public Elementary and Secondary School Heads
All Other Concerned

From: **IRENE S. ANGWAY**
OIC - Schools Division Superintendent

Subject: **DIVISION SYNCHRONIZED SUPREME PUPIL GOVERNMENT (SPG)**
AND SUPREME STUDENT GOVERNMENT (SSG) ELECTIONS FOR
SCHOOL YEAR 2018-2019

Date: February 13, 2018

1. Pursuant to DepEd Order No. 47, s. 2014 entitled *Constitution and By-laws of the Supreme Pupil Government and Supreme Student Government on Elementary and Secondary Schools Nationwide* and in DepEd Order No. 48, s. 2014, entitled *Institutionalization of the Supreme Pupil Government in All Elementary Schools Nationwide*, the Schools Division Office issues the revised timetable for the following activities which shall be observed during the conduct of the Synchronized Supreme Pupil Government (SPG) and Supreme Student Government (SSG) Elections for the School Year 2018-2019:

SPG/SSG Election Activities <i>(Facilitated by the SPG/SSG COMELEC)</i>	Timetable
Filing of Certificates of Candidacy (COC)	February 19, 2018
Evaluation of COC <i>vis-a-vis</i> Qualifications and Disqualifications	February 21, 2018
Announcement of Official List of Candidates	February 23, 2018
Campaign Period <i>Election Forum</i> <i>Campus-wide Presidential and Vice-Presidential Debates</i>	February 26, 2018
Election	March 2, 2018
Proclamation of Winners	March 5, 2018
Nomination and Appointment of SPG/SSG Adviser	March 5-6, 2018
SPG District Federation Election	March 9, 2018
Oath Taking and Turn Over of SSG to the Newly-Elected Officers	March 23, 2018

2. The School Head shall appoint the SPG or SSG COMELEC Adviser subject to the qualifications and procedure stated in DepED Order No. 47, s. 2014 and as amended in DepEd Order No. 11, s. 2016. The composition of the members in the SPG COMELEC shall be three (3) from Grade 4 and Grade 5, and four (4) from Grade 6. The composition for SSG COMELEC shall be three (3) from each Grade level. The COMELEC shall select a Chairperson among its members.

3. Topics to be considered in the Campus-wide debates shall be those deemed relevant to the current situation of the student body and shall, likewise, showcase the candidates' capacities as a student leader.



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4. After the conduct of the SPG/SSG Elections, the SPG or SSG COMELEC Adviser shall accomplish the Comprehensive Evaluation of the Student Government Elections for the School (CESGE) Form and the School Election Report Form. Soft copies of these documents shall be submitted to the Division Youth Formation Coordinators after the school's Election and Proclamation of Winners on or before March 19, 2018 for the SPG and SSG.

5. The SPG or SSG COMELEC Adviser shall collate, organize and forward soft copies of the documents to the Schools Division Office observing the following directions:

a) The email shall be forwarded to darren.carino@deped.gov.ph

b) The email shall follow the SUBJECT:

For SPG: SPG1819-[Name of School]

For SSG: SPG1819-[Name of School]

6. In preparing for the school report of the SPG and SSG elections, the following formats shall be observed:

Document	File Format	File Name
Comprehensive Evaluation of the Student Government Elections for the School (CESGE)	Word File (.doc or .docx)	For SPG: SPG1819-CESGE [Name of School] For SSG: SPG1819-CESGE [Name of School]
School Election Report	Word File (.doc or .docx)	For SPG: SPG1819-SER [Name of School] For SSG: SPG1819-SER [Name of School]

7. The SPG/SSG Adviser shall be endorsed to the School Head from among the three (3) teacher-nominees submitted by the newly-elected SPG/SSG officers through a resolution. The selection of the SPG or SSG Adviser shall be upon the consensus of both the School Head and the newly-elected SPG or SSG officers.

8. The newly-elected SPG/SSG officers upon their oath taking ceremony shall undergo a parallel school-based training on basic skills of leadership, roles, functions and responsibilities of each officer. The newly designated SPG/SSG Adviser shall supervise the implementation of the said training and shall be monitored by the Division Youth Formation Coordinators. The newly elected SPG/SSG shall come up with a General Plan of Action (GPOA) for their entire term. The project management and planning shall be facilitated by the SPG Adviser and the outgoing SPG/SSG officers during weekend immediately after the elections.

9. Only pupils from Grade 4 to 5 (of the current school year) are qualified to run as candidates for the position of President and Vice President and shall be elected by the pupils from Grades 2 to 5 (of the current school year). Grade 3-5 pupils (of the current school year) are qualified to run and be elected for the following positions: Secretary, Treasurer, Auditor, PIO and Peace Officer as provided by DepEd Order No., 48, s. 2014.

10. A school shall organize only one SPG or SSG, as applicable, for every school year. Integrated Schools which have organized separate SPGs or SSGs for School Year 2018-2019 shall allow their existence and operations; provided that a Coordinating Council (CC), which will synchronize their programs, projects and activities, is established. The Head of the CC shall be chosen by all the SPG and SSG officers from among the SPG and SSG Presidents. In case of a tie, a toss of coin shall be employed.

11. For the secondary schools with Senior High School, candidates for President and Vice President must be Grade 10 and Grade 11 of the current school year. For the Junior High School, candidates for President and Vice President must be Grade 9 and Grade 8 of the current school year.



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12. Schools with duly recognized annexes or extensions shall organize a separate SPG or SSG provided that the annex or extension is complete with all grade or year levels.
13. The conduct of the Division Federation Election for SPG and SSG is tentatively scheduled on March 15 and 16, 2018 at Bangued West Central School. Complete details shall be announced later.
14. The following documents for reference can be downloaded at <https://tinyurl.com/zf462es>
 - Reference No. 1: Comprehensive Evaluation for SPG/SSG Elections
 - Reference No. 2: School Election Report
 - Reference No. 3: Filing of Candidacy Packet
 - Reference No. 4: Parental Consent
 - Reference No. 5: Certificate of Candidacy
15. Editable MS Word file of the Standard Constitution and By-Laws of SPG and SSG can be downloaded at <http://tinyurl.com/h7mo4pk>
16. The Division Youth Formation Coordinators are authorized to coordinate and monitor the activities of the synchronized SPG/SSG elections.
17. For more information, all concerned may contact Mr. Darren C. Cariño or Mr. Celso T. Tacanay at 09069314264/09272122350.
18. For information, widest dissemination and strict compliance.