



Republic of the Philippines
Department of Education

REGION IV-A
SCHOOLS DIVISION OFFICE OF CAVITE PROVINCE

DIVISION MEMORANDUM
NO. 196, s. 2020

July 7, 2020

To: OIC, Assistant Schools Division Superintendent
Chief, School Governance and Operations Division
Chief, Curriculum Implementation Division
All Education Program Supervisors and Specialists
All Public Schools District Supervisors
All Concerned

**CONDUCT OF ONLINE DIVISION FEDERATION SUPREME PUPIL GOVERNMENT
AND SUPREME STUDENT GOVERNMENT ELECTIONS FOR SY 2020-2021**

1. In reference to OUA Memorandum No. 01-0120-0609, s. 2020 titled "Synchronized Supreme Pupil Government (SPG) and Supreme Student Government (SSG) Elections for School Year 2020-2020" and to the minutes of online meeting involving the Division Youth Formation Coordinators and the Division Federation of Supreme Pupil Government (DFSPG) and Division Federation of Supreme Student Government (DFSSG) officers and advisers SY 2019-2020, this office announces the conduct of online DFSPG and DFSSG Election SY 2020-2021.
2. However, due to the threats of Covid-19, some District SPG elections were not conducted which is an important prerequisite for the conduct of the Division elections. Hence, certain agreements from the said meeting were adjusted/ modified through this Memorandum.
3. The following documents are attached for reference:

Attachment No. 1: Calendar of Activities
Attachment No. 2: Guidelines on the conduct of online DFSPG and DFSSG elections for S.Y. 2020-2021
Attachment No. 3: Minutes of Meeting with DFSPG/DFSSG S.Y.2019-2020 officers and advisers.
Attachment No. 4: OUA Memorandum No. 01-0120-0609
Attachment No. 5: Parental Consent Form
Attachment No. 6: Certificate of Candidacy for DFSPG
Attachment No. 7: Certificate of Candidacy for DFSSG
4. Inquiries and clarifications may be communicated to DepEd Cavite Youth Formation Facebook page or email address depedcavite.yfd@deped.gov.ph



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5. Immediate and widest dissemination of this Memorandum is hereby directed.

(SGD)ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

RMA/ DM No. 196, s. 2020
070920-020/ 07/09/2020



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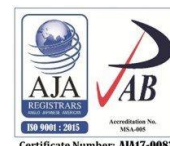
Attachment 1 to Division Memorandum No. 196, s. 2020 CONDUCT OF ONLINE DIVISION FEDERATION SUPREME PUPIL GOVERNMENT AND SUPREME STUDENT GOVERNMENT ELECTIONS FOR SY 2020-2021

CALENDAR OF ACTIVITIES

Inclusive Dates	Activity
July 10, 2020	Pre-registration of Qualified Voters
July 10, 2020	Filing of Candidacy (Submission of required documents including a soft copy of 2X2 photograph, signed COC, and signed parental consent)
July 11, 2020	Evaluation of Certificate of Candidacy (COC)
July 12, 2020	Announcement of the Official List of Candidates
July 13-21, 2020	Sending of Campaign Materials
July 22-26, 2020	Campaign Period
July 22, 2020	*Posting of Campaign Video (2-5 minutes) and poster to Permitted Channels
July 25, 2020	*Posting of 30 second-video Speech to Permitted Channels
July 27-29 2020	Elections
July 30, 2020	Announcement of Winners
July 31, 2020	Oathtaking Ceremony



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Attachment 2 to Division Memorandum No. 196, s. 2020 CONDUCT OF ONLINE DIVISION FEDERATION SUPREME PUPIL GOVERNMENT AND SUPREME STUDENT GOVERNMENT ELECTIONS FOR SY 2020-2021

**GUIDELINES ON THE CONDUCT OF ONLINE DFSPG AND DFSSG ELECTIONS
FOR SY 2020-2021**

1. The online Division Federation of SPG and SSG election shall be participated by all qualified District-elected SPG presidents and qualified elected SSG Presidents for S.Y.2020-2021. To qualify, participating schools **must have a school ID number**, hence, officers of any school with no school ID yet are not allowed to run or vote.

2. All District-elected SPG presidents must joined the DFSPG Election SY 2020-2021 Private Facebook group at bit.ly/2Br9r8F while All elected SSG presidents must joined the DFSSG Election SY 2020-2021 Private Facebook group at bit.ly/2YVawyl Only qualified participants shall be allowed to join. But in order to assist and guide the District elected SPG presidents, their respective advisers are also encouraged to join the DFSPG Election SY 2020-2021 Private Facebook group.

3. On creating Party Lists and Nomination of Electoral Candidates, the participants shall consider the following:

3.1 **For DFSPG Election**, participants must form two (2) party list composed of one candidate for the following positions: President, Vice-President, Secretary, Treasurer, Auditor, Public Information Officer, and Peace Officer. The remaining participants and seven (7) unelected electoral candidates shall automatically be included in the DFSPG as cluster representatives (All District-elected SPG presidents have a secured spot in the Division Federation). Hence, cluster representatives' names will no longer be included in the online polling platform. The candidates shall be democratically and unanimously elected or selected by their respective group members.

3.2 **For DFSSG Election**, participants are grouped into three (3) and each group must be represented by a party list composed of one candidate for the following positions: President, Vice-President, Secretary, Treasurer, Auditor, Public Information Officer, Peace Officer, North Cluster Representative, South Cluster Representative, East Cluster Representative, and West Cluster Representative. The candidates shall be democratically and unanimously elected or selected by their respective group members.

GROUP 1			
Municipality	Name of School	Incoming SSG President	Cluster
Alfonso	Buck Estate National High School	Michael P. Bulleque	South
Alfonso	Kaysuyo National High School	Wendel M. Bugagao	South
Alfonso	Kaytitinga National High School	Jasmin L. Peñano	South
Alfonso	Lucsuhin National High School	Joseph Pahoyo	South



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Alfonso	Taywanak National High School	Arjan Axel B. Reyes	South
Magallanes	Bendita National High School	Jayson Bilugan	South
Magallanes	Caluangan National High School	Edmon C. Landicho	South
Maragondon	Bucal National High School	Venice Jane M. Tanag	West
Maragondon	Bucal National High School - Sta. Mercedes Annex	Rica Rose Javier	West
Maragondon	Cavite National Science High School	Crystal Joyce T. Ameida	West
Maragondon	Maragondon National High School	Ron Cedric Densing	West
Maragondon	Pulo ni Sara National High School	Ivahn Josh Mojica	West
Trece Martirez City	Trece Martires City National High School - Conchu Annex	Maurice Libunao	West
Amadeo	Amadeo National High School	Dana Charmane P. Dela Rea	East
Amadeo	Pangil National High School	Erine Daine A. Oledan	East
Amadeo	Talon National High School	Shekina M. Tan	East
Silang	Kaong National High School	John Michael DC Montallana	East
Silang	Munting Ilog National High School	Dianna Elizabeth D. Montibon	East
Noveleta	Noveleta National High School	John Lucas E. Darasin	North
Noveleta	Noveleta Senior High School	Nedielyn J. Castillo	North
Rosario	Bagbag National High School	Shaina Kaira Rapsing	North
Rosario	Escuela Secundaria Senor de Salinas	Russell A. Batoon	North

Group 2

Municipality	Name of School	Incoming SSG President	Cluster
Alfonso	Alfonso National High School	Charles Jemuel M. Guinoo	South
Mendez	Mendez-Nuñez National High School	Darren Gabriel Perena	South
General E. Aguinaldo	Gen. Emilio Aguinaldo National High School	Samantha A. Bisayas	South
Tagaytay City	Francisco P. Tolentino Integrated High School	Mikaela Mae L. Sangalang	South
Tagaytay City	Tagaytay City Integrated School	Fatima Terrado	South
Tagaytay City	Tagaytay City National High School	Andrei Mari Cuadra	South
Tagaytay City	Tagaytay City Science National High School	Hannah Masayes	South
Naic	Centro De Naic National High School	Tristan A. Bituin	West
Naic	Ciudad Nuevo de Naic National High School	Jayro Parayday	West
Naic	Naic Coastal National High School	Arjon Tarucan Ancanjas	West
Naic	Naic National High School	Erica Arangat	West



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Naic	Pueblo del Mar National High School	Riza Mae S. Minglana	West
Trece Martirez City	Francisco Osorio National High School	Mark Jayson G. Ferrer	West
Silang	Bulihan National High School	Neil Buso	East
Silang	Emilia Ambalada Poblete National High School	Jasmine B. Velazco	East
Silang	Ulat Integrated School	Nicole G. Luna	East
GMA	Gen. Mariano Alvarez Technology High School	Archie C. Sambrano	East
GMA	San Jose Community High School	Siegfredo G. Plazo	East
Kawit	Binakayan National High School	Andrea Nicole D. Remegio	North
Kawit	Emiliano T. Tirona Memorial National High School	Patricia Mae Salud	North
Rosario	Rosario National High School	Cyrille Jay L. Ronquillo	North
Tanza	Tanza National Comprehensive High School	Michael Jordan Gamban	North

Group 3			
Municipality	Name of School	Incoming SSG President	Cluster
Indang	Banaba Cerca Integrated School	Jhonna Crisamae D. Caspe	South
Indang	Indang National High School	Tristan Benedict Martinez	South
Indang	Lumampong National High School	Piolo D. Nipay	South
Mendez	Anuling National High School	John Engel C. Gatpandan	South
Mendez	Constancio E. Aure Sr. National High School	Chrissia Mae G. Rozul	South
Mendez	Palocpoc National High School	William Cyzron A. Gatdula	South
Mendez	Pedro Alegre Aure Senior High School	Jean Clade Peji	South
Ternate	Ternate National High School	Aizel Lyn R. Masangkay	West
Ternate	Ternate West National High School	Ruby Joy Avergonzando	West
Trece Martirez City	Eugenio Cabezas National High School	John Raul B. Velasco	West
Trece Martirez City	Luis Aguado National High School	Mark Anthony Perez	West
Trece Martirez City	Trece Martires City National High School	Kemp B. Pring	West
Trece Martirez City	Trece Martires City Senior High School	Roxanne Nicole B. Acosta	West
Amadeo	Halang Banaybanay National High School	Mariane Cheska C. Tanodra	East
Carmona	Carmona National High School	Erin Perez	East
Carmona	Senior High School in Carmona	Raven Ann T. Perez	East



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Silang	Gen. Vito Belarmino National High School	Rainier C. Anciro	East
Silang	Lumil National High School	Leri Cerenado Aliliran	East
Silang	Malabag National High School	John Zenith Cruz	East
Tanza	Amaya School of Home Industries	Khatrina Mae U. Pasco	North
Tanza	Tanza National Trade School	Jaime Jr. Palaruan	North
Tanza	Tanza National Trade School Annex	Vincent S. Mercado	North

4. Once selected, each candidate should submit a soft copy of their recent 2X2 photograph, signed certificate of candidacy and parental consent (printed or hand-written) to depedcavite.yfd@deped.gov.ph COMELEC must evaluate the certificate of candidacy and must announce the official list of candidates. Moreover, each official party list/candidates must comply with the following:

4.1 The name of the party list must observe and consider a nationalistic theme.

4.2 Each party list must produce a campaign video (2-5 minutes only) and poster (JPEG/PNG format) for the whole party list and for individual candidates.

4.3 All campaign materials shall bear the Name of the party list and the candidates. Video campaign ads shall briefly discuss the party list's and individual platforms and their Action Plans in a monthly basis

4.4 All the campaigns materials must be submitted within the scheduled date to depedcavite.yfd@deped.gov.ph

4.5 Only the FB group admin (DepEd Cavite Youth Formation Coordinators) shall be allowed to upload the said materials on the online platform as scheduled.

4.6 Campaign materials shall be posted in the official FB group created for the Division Federation elections as scheduled.

4.7 Candidates may also opt to post their campaign materials through their declared official Facebook account, but the following limitations/instructions must be observed:

4.7.1 Posting using their official Facebook account is allowed but not required.

4.7.2 Using other social media applications other than Facebook on posting their campaign video and poster are not allowed.

4.7.3 Campaign materials to be posted must be the same on what is submitted to and approved by YFC's and COMELEC

4.7.4 Posting must follow the scheduled date set by the COMELEC and YFC's and must include the hashtag #SSGCavFedElections2020 for DFSSG and hashtag #SPGCavFedElections2020 for DFSPG respectively.

5. To further assist the voters in selecting the best candidates for the DFSSG Election,



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topics shall be assigned for each candidate who shall record their insights or stand in a 30-second video speech.

5.1 Videos shall be submitted to depedcavite.yfd@deped.gov.ph and shall be posted by the FB group admin as scheduled. The 30-second videos **are strictly not allowed** to be posted on their personal Facebook accounts.

5.2 Voters are encouraged to air their reactions and comments but shall not post any rude feedback against any of the candidate. Reactions shall have no bearing to the results of the elections.

6. Voters may cast their votes using their official email account. Only one vote per official email address shall be registered and honored. Voting shall last for three days to give voters ample time especially those who have weak Internet connection/access. The link to access the polling platform shall be send to their registered official email address a day before the election.

7. The Division Youth Formation Coordinators shall serve as Commission of Election (COMELEC) and shall have the following responsibilities:

- 7.1 Conduct pre-registration of qualified voters
- 7.2 Evaluate the Certificate of Candidacy
- 7.3 Announce the official list of candidates
- 7.4 Create polling platform. An alternative mechanism shall be prepared for voters who do not have Internet access
- 7.5 Ensure that only pre-registered voters will have access to polling platform
- 7.6 Monitor and consolidate polling results
- 7.7 Present the election turnouts and proclaim the winning candidates
- 7.8 Facilitate the oathtaking ceremony

8. Teacher advisers of the elected candidates shall occupy the same position of their respective students.

9. The results of the elections are irrevocable. And due to the threats of COVID-19, oath taking ceremonies shall also be conducted online. Winning candidates shall sworn to office as scheduled and shall serve for the whole duration of S.Y. 2020-2021.



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Attachment 3 to Division Memorandum No. 196, s. 2020 CONDUCT OF ONLINE DIVISION FEDERATION SUPREME PUPIL GOVERNMENT AND SUPREME STUDENT GOVERNMENT ELECTIONS FOR SY 2020-2021

ONLINE MEETING WITH DFSPG AND DFSSG OFFICERS AND ADVISERS S.Y.2019-2020

May 15, 2020 via Google Meet

MINUTES OF MEETING

Agenda:

1. Call to Order
2. Prayer
3. Primary Agenda
 - 3.1 Review of guidelines for the conduct of Division Federation of Supreme Pupil Government (DFSPG) and Division Federation of Supreme Student Government (DFSSG) for S.Y. 2020-2021 online campaign and election
 - 3.2 Conduct of DepEd core values anchored online activities
4. Other Matters
5. Adjournment

Attendees:

Lito M. Camo Jr.	-	Project Development Officer I, SDO Cavite
Neil Ivan P. Lontoc	-	Project Development Officer I, SDO Cavite
Rolando F. Aguilar	-	Adviser, DFSSG president SY 2019-2020
Archie C. Sambrano	-	President, DFSSG SY 2019-2020
Dexter E. Viado	-	Adviser, DFSSG secretary SY 2019- 2020
Ruena A. Bay	-	Adviser, DFSSG treasurer SY 2019- 2020
Danna A. Lingat	-	Treasurer, DFSSG SY 2019-2020
John Rex D. Lubang	-	Adviser, DFSSG auditor SY 2019-2020
Jerrico Amon	-	Auditor, DFSSG SY 2019-2020
Mar Ann Venice P. Cailing	-	Adviser, DFSSG PIO SY 2019-2020
Johshua T. Jamili	-	Adviser, DFSSG peace officer SY 2019-2020
April Joy L. Gestiaada	-	Adviser, DFSSG south cluster rep. SY 2019-2020
Mayvel H. Bendo	-	South Cluster Rep., DFSSG SY 2019-2020
Marjorie Ariola	-	South Cluster Rep., DFSSG SY 2019-2020
Samantha Lhiana Enrique	-	East Cluster Rep., DFSSG SY 2019-2020
Marvin A. Celestino	-	Adviser, DFSSG east cluster rep. SY 2019-2020
Samantha F. Abad	-	Vice-President, DFSPG SY 2019-2020
Margie G. Rillones	-	Adviser, DFSPG secretary SY 2019-2020
Samantha Nicole S. Garalde	-	Treasurer, DFSPG SY 2019-2020
Emeryn G. Deri	-	Adviser, DFSPG PIO SY 2019-2020
Hannah Gwyneth V. Llenas	-	PIO, DFSPG SY 2019-2020
Rachelle C. Paraiso	-	Adviser, DFSPG SY 2019-2020
Mark Christian C. Digal	-	Peace Officer, DFSPG SY 2019-2020
Emelinda G. Najera	-	Adviser, DFSPG SY 2019-2020



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Ref. Line	FROM	AGENDA ITEMS/ISSUES/CONNCERS	QMS Objectives & OPC KRA
1	Mr. Camo	1. Call to Order	
2		1.1. Called the meeting to order at 1:30 p.m.	
3	Mr. Lontoc	2. Prayer	
4	Mr. Camo	3. Agenda Proceedings: Asked the permission of the body to start the discussion on the second agenda	
5	All	All granted their permission	
6	Mr. Camo	Discussed the division wide conduct of suggested DepEd core values anchored online activities to be posted on the SPG and SSG official Facebook pages in line with the issued Division Memorandum No.144, s. 2020, from May 15 until June 11, 2020. He added to use the official hashtags: #DepEdCaviteSGPinAction and #YFD(core value being promoted) on their posts (kindly refer to issued memorandum and Powerpoint presentation for more details)	
7	Mr. Lontoc	Proceeded on the first agenda and discussed that SSG presidents of all secondary schools with school ID are qualified to run for any position on the DFSSG election. He further presented how secondary schools are grouped into three whereas each group is represented with a balance number of schools coming from the 4 clusters. He further explained that the schools from each cluster need to be grouped with other cluster to ensure that big cluster will not empower candidates from other smaller cluster. He added that each group must form or select an electoral candidate composed of President, Vice-President, Secretary, Treasurer, Auditor, Public Information Officer, Peace Officer and North, South, East, and West Cluster Representatives (refer to Powerpoint presentation for the details)	
8	All	Approved the groupings	
9	Ms. Deri	Asked if there's a grouping for DFSPG election	
10	Mr. Lontoc	Discussed that there will be no groupings needed in DFSPG online elections since there are only 18 District SPG Federation Presidents and will just adopt the procedures on setting electoral candidates based on the DFSPG guidelines for manual election	
11	Mr. Lontoc	Suggested to conduct an online polling if the DFSPG 2019-2020 Officers and advisers are agreeing to include the unelected Seven (7) District SPG Presidents to be automatically part of DFSPG as Cluster Representatives.	



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		(All District SPG Presidents has a secured spot on the DFSPG)	
12	Mr. Lontoc	Added that electoral candidates for DFSPG and DFSSG shall be democratically and unanimously elected or selected by their respective group members	
13	Ms. Cailing	Asked if there were someone creating a group-chat to inform the newly elected SPG and SSG Presidents about the Division Federation election	
14	Mr. Camo	Asked Mr. Sambrano about the status of Facebook group he created for newly elected SSG Presidents	
15	Mr. Sambrano	Said that he successfully created the fb group and already added some of the newly elected SSG Presidents	
16	Mr. Lontoc	Discussed the ff. campaign procedures (a) each party list shall produce audiovisual materials for the campaign, (b) campaign materials shall only be posted in the FB group created for the Division Fed elections as scheduled, (c) Candidates shall produce 2-5 minutes campaign video (for the whole party list) and a poster in JPEG/ PNG format for the whole party list and individual candidates, (d) all campaign materials shall bear the Name of the party list and the candidates, (e) video campaign ad shall briefly discuss the party list's platforms, (f) deadline shall be set for the submission of the campaign materials to depedcavite.yfd@deped.gov.ph , (g) only the FB group admin shall be allowed to upload the said materials on the online platform as scheduled	
17	Mr. Camo	Asked suggestions from the body regarding with the campaign procedures being discussed	
18	Mr. Sambrano	Suggested that name/title of the party list must observed and consider a nationalistic theme and shall subject for the Approval of the YFD and COMELEC	
19	Mr. Lubang	Suggested that the campaign video and campaign poster to be submitted shall be per party list and per individual candidate	
20	Mr. Aguilar	Suggested that campaign videos must also showcase their Action Plan in a monthly basis	
21	Ms. Bay	Suggested to include personal messaging for the campaign	
22	Ms. Bendo	Supported Ms. Bay suggestion	
23	Ms. Cailing	Suggested to have a compilation of all the individual campaigns	
24	Mr. Celestino	Suggested to run the campaign for the period one week	
25	All	Approved the propositions	



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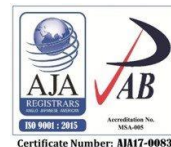
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26	Mr. Celestino	Asked if the electoral candidates will be allowed to use their personal FB account on posting some information or election related campaigns	
27	All	Agreed the suggestion	
28	Mr. Camo	Addressed some limitations on posting including: (a) posting using their official Facebook account is allowed but not required, (b) electoral candidates are not allowed to use other social media applications other than Facebook on posting their campaign video and poster, (c) electoral candidates may opt or only allowed to post such video and poster on their declared official Facebook account, (d) campaign video and campaign poster to be posted must be the same on what is submitted to and approved by YFC's and COMELEC, (e) posting must follow the scheduled date set by the COMELEC and YFC's, (f) must include the official DFSPG/DFSSG official hashtag to easily monitored the posts	
29	Mr. Camo	Asked suggestions for the official hashtag to be use on posting	
30	Mr. Sambrano	Suggested the hashtag #CaviteFedElection2020	
31	Mr. Camo	Asked whether to have a second and third hashtag to be used separately and exclusively for DFSSG and DFSPG	
32	Mr. Sambrano	Suggested the hashtag #SSGCavFedElections2020 for DFSSG and hashtag #SPGCavFedElections2020 for DFSPG	
33	All	Approved to use those Hashtags	
34	Mr. Lontoc	Addressed that to further assist the voters in selecting the best candidates for the Division SSG Federation a debate must be conducted, topics shall be assigned for each candidate who shall record their insights or stand in a 30-second video. Videos shall be submitted to depedcavite.yfd@deped.gov.ph and shall be posted by the FB group admin as scheduled. Voters are encouraged to air their reactions and comments but shall not post any rude feedback against any of the candidate. Reactions shall have no bearing to the results of the elections	
35	Mr. Lontoc	Discussed that during the election, voters shall sign in using their own email account to be able to cast their vote through the link to be provide by the COMELEC a day before the election. Only one vote per email address shall be registered and honored	
36	Mr. Celestino	Asked how did the COMELEC will assure that there be no multiple votes casted using multiple email	



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		accounts	
37	Mr. Camo	Answered, and discussed that COMELEC/YFC's shall create a Google Form for the online preregistration whereas all participants shall declare their official email address and their official Facebook account as well as some other needed information related with the election. COMELEC/YFC's shall monitor and ensure that only one vote per official email address shall be counted	
38	Mr. Lubang	Suggested to have 2-3 days election period, to consider those student-leaders who have internet connectivity problem	
39	All	Approved propositions	
40	Mr. Lontoc	Discussed that due to the threats of COVID-19, oath taking ceremonies for the elected DFSPG and DFSSG officers and advisers shall be conducted immediately as soon as the situation becomes stable and safer	
41	Mr. Camo	Asked the body's suggestion for the target date of the election process starting from the campaign	
42	Mr. Luabang	Suggested to conduct the DFSPG and DFSSG election campaign on 3 rd week of June or 1 st week of July	
43	All	Approved to conduct the start of the election campaign on the 3 rd week of June	
44	Mr. Camo	Asked the body if they are willing to extend their term until the new sets of officers and advisers for DFSPG and DFSSG SY 2020-2021 had elected.	
45	Ms. Bay	Addressed that most of the DFSPG and DFSSG Officers are graduating	
46	Mr. Amon	(One of the graduating officers) Expressed his willingness to extend his duties on Division Federation until the new sets of officers had elected	
47	Mr. Camo	Suggested to conduct an online poll for DFSPG and DFSSG officers SY 2019-2020 whether they are willing to extend their term until the new sets of officers for SY 2020-2021 had elected	
48	Mr. Camo	4. Discussed the initiative of the Disaster Risk Reduction Management Services (DRRM) on conducting online learning activities including online storytelling sessions "Online Kwentuhan: DRRMSbooklatan" for Elementary learners every Tuesday from May to August 2020 and online arts based activities "OKKK (Online Kahusayan para sa Karapatan ng Kabataan) Tambayan for Secondary learners every Thursday from May to August 2020 targeting SPG and SSG officers. He further announced that there are only 1 slot each for the	



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		selected SPG President and Adviser and 1 slot each for the selected SSG President and Adviser. He further asked for any interested participants to be the Division Representative to participate via Zoom/Google Hangouts	
49	Mr. Lubang	Showed his interest to participate in the OKKK Tambayan with his newly elected SSG President, Rainier C. Anciro (Gen. Vito Belarmino National High School)	
50	Ms. Deri	Showed her interest to participate in the Online Kwentuhan: DRRMSbooklatan with her newly elected SPG President, Samantha Margarette R. Tibayan (Amadeo Elementary School)	
51	Mr. Camo	Acknowledged Mr. Lubang and Ms. Deri with their respective SPG/SSG President to be the Division Representatives	
52	Mr. Camo	Asked for other concerns	
53	Mr. Camo	5. With no other concerns raised, adjourned the meeting at exactly 3:47 p.m.	



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SCHOOLS DIVISION OFFICE OF CAVITE PROVINCE

Attachment 4 to Division Memorandum No. 196, s. 2020 CONDUCT OF ONLINE DIVISION FEDERATION SUPREME PUPIL GOVERNMENT AND SUPREME STUDENT GOVERNMENT ELECTIONS FOR SY 2020-2021



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
Campaign Period <ul style="list-style-type: none"> • Presidential Election Forum • Campus-wide Presidential and Vice Presidential Debates 	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

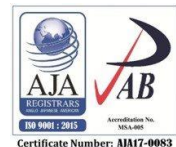


Office of the Undersecretary for Administration (OUA)

[Administrative Service (AS), Information and Communications Technology Service (ICTS), Disaster Risk Reduction and Management Service (DRRMS), Bureau of Learner Support Services (BLSS), Baguio 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 @depeditayo



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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.



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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) 8637-9814 or through email blss.yfd@deped.gov.ph.

For strict compliance.

ALAIN DEL B. PASCUA
Underscretary



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SCHOOLS DIVISION OFFICE OF CAVITE PROVINCE

Attachment 5 to Division Memorandum No. 196, s. 2020 CONDUCT OF ONLINE DIVISION FEDERATION SUPREME PUPIL GOVERNMENT AND SUPREME STUDENT GOVERNMENT ELECTIONS FOR SY 2020-2021

PARENTAL CONSENT FOR ONLINE DFSPG/DFSSG CANDIDATES

I, _____ as a parent/guardian will support
(Name of Parent/Guardian)

my son/daughter _____ to the best of my ability as
(Name of Candidate)

he/she commits to the Division Federation of Supreme Pupil Government (DFSPG)/
Division Federation of Supreme Pupil Government (DFSSG).

I am hereby allowing him/her to be part of the activity including the creation of campaign materials to be uploaded on the permitted social media platforms and to fulfill the duties and responsibilities of the DFSPG/DFSSG Officer and involved in all its activities, programs, and projects.

Parent's/Guardian Signature over Printed Name

Date



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Attachment 6 to Division Memorandum No. 196, s. 2020 CONDUCT OF ONLINE DIVISION FEDERATION SUPREME PUPIL GOVERNMENT AND SUPREME STUDENT GOVERNMENT ELECTIONS FOR SY 2020-2021

CERTIFICATE OF CANDIDACY FOR THE DIVISION FEDERATION OF SUPREME PUPIL GOVERNMENT (DFSPG)

An officer of the Division Federation of Supreme Pupil Government (DFSPG) lives the ideals, principles, and practices of participatory democracy. He/she represents the Division's student body and must fully committed to lead and serve the student body towards the fulfillment of the goals of the Student Government within the Division. He/She must uphold the core values and thrust of the Department of Education and serve as a role model of the division, school and community in words and in deeds.

Student's Name: _____ **Current Grade Level:** _____

PERSONAL DETAILS

Gender: _____ **Age:** _____ **Date of Birth:** _____
Email Address: _____ **Mobile Number:** _____
Home Address: _____

COMPETENCIES OF CANDIDATES IN RELATION TO THE DESIRED POSITION

Activities participated in related to the desired position	Specific role in the activity

ELECTORAL INFORMATION

Party Name: _____ **Position in the Party:** _____

I certify that I am a bona fide student from _____ with good moral character and academic standing. I am the District elected SPG President for S.Y.2020-2021 from _____.

I, whose name and other personal details are herein stated, do hereby file this Certificate of Candidacy for the Division Federation of Supreme Pupil Government (DFSPG) Election for school year 2020-2021.

I do hereby declare my intention and desire for the position of _____. I further state that I will abide with the election rules and guidelines of the Division Federation of Supreme Pupil Government.

I further certify that the facts stated herein are true and correct to the best of my knowledge

Signature of the Candidate over Printed Name

SUBSCRIBED AND SWORN to before me this ____ day of _____ year 2020, at _____, affiant exhibiting to me his/her C.O.C, and parental consent.

COMELEC REPRESENTATIVE



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SCHOOLS DIVISION OFFICE OF CAVITE PROVINCE

Attachment 7 to Division Memorandum No. 196, s. 2020 CONDUCT OF ONLINE DIVISION FEDERATION SUPREME PUPIL GOVERNMENT AND SUPREME STUDENT GOVERNMENT ELECTIONS FOR SY 2020-2021

CERTIFICATE OF CANDIDACY FOR THE DIVISION FEDERATION OF SUPREME STUDENT GOVERNMENT (DFSSG)

An officer of the Division Federation of Supreme Student Government (DFSSG) lives the ideals, principles, and practices of participatory democracy. He/she represents the Division's student body and must fully committed to lead and serve the student body towards the fulfillment of the goals of the Student Government within the Division. He/She must uphold the core values and thrust of the Department of Education and serve as a role model of the division, school and community in words and in deeds.

Student's Name: _____ **Current Grade Level:** _____

PERSONAL DETAILS

Gender: _____ **Age:** _____ **Date of Birth:** _____
Email Address: _____ **Mobile Number:** _____
Home Address: _____

COMPETENCIES OF CANDIDATES IN RELATION TO THE DESIRED POSITION

Activities participated in related to the desired position	Specific role in the activity

ELECTORAL INFORMATION

Party Name: _____ **Position in the Party:** _____

I certify that I am a bona fide student from _____ with good moral character and academic standing. I am the SPG President for S.Y. 2020-2021 from _____.

I, whose name and other personal details are herein stated, do hereby file this Certificate of Candidacy for the Division Federation of Supreme Student Government (DFSSG) Election for school year 2020-2021.

I do hereby declare my intention and desire for the position of _____. I further state that I will abide with the election rules and guidelines of the Division Federation of Supreme Student Government.

I further certify that the facts stated herein are true and correct to the best of my knowledge

Signature of the Candidate over Printed Name

SUBSCRIBED AND SWORN to before me this ____ day of _____ year 2020, at _____, affiant exhibiting to me his/her C.O.C, and parental consent.

COMELEC REPRESENTATIVE



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