



Republic of the Philippines
Department of Education
Region V
SCHOOLS DIVISION OFFICE OF SORSOGON
Sorsogon



February 08, 2019

DIVISION MEMORANDUM
No. 33 s. 2019

TO: Assistant Schools Division Superintendent
SGOD Chief
CID Chief
Education Program Supervisors/Division Coordinators
Public Schools Division Supervisors
Heads, Elementary and Secondary Schools
SPG/SSG Advisers

CALENDAR OF ACTIVITIES FOR SYNCHRONIZED ELECTION CALENDAR FOR SUPREME PUPIL GOVERNMENT (SPG) AND SUPREME STUDENT GOVERNMENT (SSG) FOR SY 2019-2020

1. Corollary to DepEd Order No. 25 s. 2018 re: School Calendar for School Year 2018-2019 and Unnumbered Memorandum issued by the Office of the Undersecretary for Administration dated February 14, 2017 re: Synchronized Election Calendar for Supreme Pupil Government (SPG) and Supreme Student Government (SSG) for SY 2017-2018, this Office informs all concerned on the important dates and guidelines of said activity, to wit:

SPG and SSG Activities (To be facilitated by SPG/SSG COMELEC)	Date
Filing of Candidacy	February 13-15, 2019
Evaluation of Certificate of Candidacy (COC) vis-à-vis Qualifications and Disqualifications	February 18-19, 2019
Announcement of the Official List of Candidates	February 21, 2019
Campaign Period <ul style="list-style-type: none">• Presidential Forum• Campus-Wide Presidential and Vice-Presidential Debates	February 22-28, 2019
Elections	March 1, 2019
Proclamation of Winners	March 4, 2019
Nomination of SPG/SSG Adviser	March 5-6, 2019
Oath Taking Ceremony (SPG/SSG Officers)	March 7, 2019
District/Cluster Election for SPG/SSG	March 8-11, 2019
Automated Division-Federated Election(Gallanosa NHS, Irosin) <ul style="list-style-type: none">• Supreme Pupil Government (SPG) – 9:am• Supreme Student Government (SSG)- 9:am	March 14, 2019 March 15, 2019
Oath Taking Ceremony for Division SPG/SSG Officers	Immediately after the election

2. To ensure a fair and successful conduct of elections, detailed guidelines and forms are attached to this memorandum.

Enclosure No. 1: Guidance on the conduct of the Student Government Elections for SY 2018-2019

Enclosure No. 2: Comprehensive Evaluation for SPG/SSG Elections for the Schools (CESGE)

Enclosure No. 3: Division Consolidated Election Report (DCER)

Enclosure No. 4: Filling of Candidacy Packet

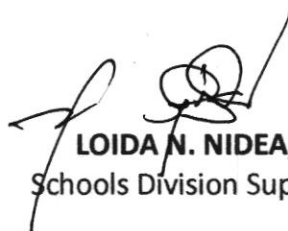
Enclosure No. 5: Certificate of Candidacy for the SPG/SSG

3. School head or his/her duly appointed focal person shall submit and accomplish the Results of Election and the **Comprehensive Evaluation of the Student Government Elections for the School (CESGE) Form** and shall be submitted to SGOD, Attention: Ms. Maria Riza Dino on or before **March 20, 2019**.

4. The following persons will serve as election personnel for the speedy conduct of the said activity:

Registration	Melanie T. Grayda Mildred Anacin
Facilitator	Edgardo B. Din Maria Riza Dino Marife Realuyo Aaron Gimpao
Technical Support for Automated Election	Aileen S. Laguda and Gallanosa NHS Robert E. Enrera

5. Widest dissemination of this memorandum is earnestly desired.


LOIDA N. NIDEA, CESO V
Schools Division Superintendent

Reference:

DepEd Order No. 11 s. 2016 – Additional Guidelines on the Constitution and By-Laws of the Supreme Student Government and Supreme Pupil Government in Elementary and Secondary Schools

DepEd Order No. 47 s. 2014 – Constitution and By-Laws of the Supreme Student Government and Supreme Pupil Government in Elementary and Secondary Schools

Enclosure No. 1

**Guidelines on the conduct of the Student Government Elections for SY
2018-2019**

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 or SSG COMELEC Standard Election Code consistent with the *DepEd Order No. 47 s. 2014* and *DepEd Order No 11 s. 2016* to ensure a fair and successful conduct of the elections.
2. After the conduct of the SPG/SSG Elections, the SH or the person whom he/she appointed shall accomplish the **Comprehensive Evaluation of the Student Government Elections for the School (CESGE) Form** provided in the enclosure. Soft or hard copies of their documents shall be submitted to the **Division School Governance and Operations Division (SGOD)** through their respective division **Youth Formation Coordinator** exactly two (2) weeks after the school's proclamation of winners on **March 14, 2018**.
3. The Division SGOD shall collate the schools' CESGE Forms and accomplish the **Division Consolidated Election Report (DCER)** for the SPG and SSG. After collating all the schools' CESGE forms and accomplishing the Division Election Consolidated Report for the SPG and SSG, the Division SGOD shall forward the soft or hard copies of the said copies to their respective regional **Education Support Services Division** on or before **March 26, 2018**.
4. The ESSD shall collate, organize and forward scanned or soft copies of the documents submitted by the SGOD to the **Youth Formation Division (YFD)** observing the following directions:
 - a) The email shall be forwarded to blss.yfd@deped.gov.ph
 - b) The email shall follow the subject:
For SPG: {SPG1819 -(name of region)-Submission}
For SSG: {SSG1819 -(name of region)-Submission}
 - The email shall be forwarded on or before **April 16, 2018**.
5. In preparing for the division and regional report of the SPG and SSG election. The ff. formats shall be observed: