



February 1, 2018

**DIVISION MEMORANDUM**

No. 44, s. 2019

**SYNCHRONIZED SUPREME PUPIL GOVERNMENT (SPG)  
AND SUPREME STUDENT GOVERNMENT (SSG)  
ELECTIONS FOR SY 2019 - 2020**

To: **Chief Education Supervisors  
Education Program Supervisors  
Public Schools District Supervisors  
Principals/Head Teacher In-Charge of the District  
Senior/Education Program Specialists  
Public Elementary and Secondary School Heads  
All Others Concerned**

1. Pursuant to DepEd Order No. 47, s. 2014, Constitution and By-Laws of the Supreme Pupil Government and Supreme Student Government on Elementary and Secondary Schools Nationwide and DepEd Order No. 48, s. 2014, entitled Amendments and Additional Provisions to DepEd Order No. 45, s. 2007 entitled Institutionalization of the Supreme Pupil in All Elementary Schools Nationwide, the Division of Aklan, issues the timeline for the following activities which shall be observed during the conduct of a **Synchronized Supreme Pupil Government and Supreme Student Government Elections for School Year 2019-2020:**

SPG/SSG ACTIVITY	DATE
Filing of Candidacy	February 11, 2019
Evaluation of Certificates of Candidacy (COC) vis-à-vis Qualifications and Disqualifications	February 13, 2019
Announcement of the Official List of Candidates	February 15, 2019
Campaign Period <ul style="list-style-type: none"><li>• Presidential Election</li><li>• Campus-wide Presidential and Vice-Presidential Debates</li></ul>	February 18-26, 2019
Elections	February 27, 2019
Proclamation of Winners	March 5, 2019
Nomination of SPG/SSG Adviser	March 11-12, 2019
Oath Taking Ceremony (SPG/SSG Officers)	March 18, 2018

2. Pursuant to DepEd Order No. 11, s. 2016, Additional Guidelines to DepEd Order No. 47 s. 2014, otherwise known as Constitution and By-Laws of the Supreme Pupil Government (SPG) and Supreme Student Government (SSG) in Elementary and Secondary Schools, the following guidelines shall be strictly observed.
  - a. Integrated Schools and Stand – Alone Senior High Schools shall organize their SSG. Integrated schools shall integrate Grade 11 and 12 students in the organization and election of one SSG. Stand Alone Senior High Schools, on the other hand, shall organize its own SSG.

- b. Candidates for the SSG President and Vice President shall come from Grade 11 and shall have the following requirements: *(For SHS implementers only)*
- b. 1. bona fide students from Grade 11;
  - b. 2. be of good academic standing with a general average of 80 and above without failing grade during the 1<sup>st</sup> to 4<sup>th</sup> grading period of the previous school year evident in their Form 137; and
  - b. 3. no residency required.
3. The School Head shall appoint the members of the COMELEC, subject to the qualifications stated in DepEd Order No. 47, 2014. Topics to be considered in the Campus-wide Presidential and Vice-Presidential 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.
4. Please see attached DepEd Memorandum dated February 12, 2018 from Mr. Alain Del B. Pascua, Undersecretary for Administration.
5. Immediate dissemination of and strict compliance with this Memorandum is directed.

  
**DR. SALVADOR O. OCHAVO, JR., CESO VI**  
Schools Division Superintendent

Enclosure: as stated  
Reference: DepEd Order No. 11 s. 2016,  
DepEd Order No. 45, s. 2007,  
DepEd Order No. 47 s. 2014, and  
DepEd Order No. 48, s. 2014

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

ELECTIONS  
SCHOOLS

POLICY  
STUDENTS

PROGRAM

PUPILS

MBA/SRYM



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

**2017 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 2x2 photograph
- An official copy of the Report card for the present Academic Year
- General Plan of Actions
- 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 the principles of teamwork, collective decision-making, and good work ethic in the said activity.

The author of the recommendation letters should not be related by affinity or consanguinity to the candidate.

The two (2) recommendation letters should each come from a fellow student that he/she worked with in an activity and from 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 its signatories.

Enclosure No. 5: Parental Consent for SPG/SSG Candidates



Republic of the Philippines  
DEPARTMENT OF EDUCATION  
Youth Formation Division

**PARENTAL CONSENT**

I, \_\_\_\_\_ as a parent/guardian will support my  
(name of parent/guardian)

son/ daughter \_\_\_\_\_ to the best of my ability as  
(name of parent/guardian)

he/she commits to the Student Council.

I am allowing him/her to fulfill the duties and responsibilities of a Supreme Pupil Government Officer and to be involved in all of its activities, programs, and projects.

\_\_\_\_\_  
Parent's/Guardian's Signature over Printed Name

\_\_\_\_\_  
Date



Republic of the Philippines  
DEPARTMENT OF EDUCATION  
Youth Formation Division

**PARENTAL CONSENT**

I, \_\_\_\_\_ as a parent/guardian will support my  
(name of parent/guardian)

son/daughter \_\_\_\_\_ to the best of my ability as  
(name of parent/guardian)

he/she commits to the Student Council.

I am allowing him/her to fulfill the duties and responsibilities of a Supreme Student Government Officer and to be involved in all of its activities, programs, and projects.

\_\_\_\_\_  
Parent's/Guardian's Signature over Printed Name

\_\_\_\_\_  
Date

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



Republic of the Philippines  
DEPARTMENT OF EDUCATION  
Youth Formation Division

**CERTIFICATE OF CANDIDACY FOR SUPREME PUPIL GOVERNMENT**

An officer of the Supreme Pupil Government lives the ideals, principles, and practices of participatory democracy. He/She represents the student body, and must be fully committed to lead and serve the student body towards the fulfillment of the goals of the Student Government. He/She must uphold the core values and thrusts of the Department of Education and serve as a role model of school and community in words and in deeds.

Student's Name: \_\_\_\_\_ Current Grade Level: \_\_\_\_\_

**PERSONAL DETAILS:**

Gender: \_\_\_\_\_ Age: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

E-mail Address: \_\_\_\_\_ Mobile No: \_\_\_\_\_ Landline: \_\_\_\_\_

Home Address: \_\_\_\_\_

**COMPETENCIES OF CANDIDATES IN RELATION TO THE DESIRED POSITION**

Name of activities participated 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 of this school.  
I, whose name and other personal details are herein stated, do hereby file this Certificate of Candidacy for the Supreme Pupil Government COMELEC in the election for school year 2017-2018.

I do hereby declare my intention and desire to be nominated for the particular position of \_\_\_\_\_

I further state that I am bona fide student of this school with good moral character and academic standing, and I will abide with the election rules and guidelines of the Supreme Pupil Government.

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

\_\_\_\_\_  
Signature of Candidate over Printed Name

SUBSCRIBED AND SWORN to before me this \_\_\_\_\_ day of \_\_\_\_\_ 2018, at \_\_\_\_\_, affiant exhibiting to me his/her nomination kit which contains his/her C.O.C, photograph, academic records, and parental consent

\_\_\_\_\_  
SPG COMELEC REPRESENTATIVE

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



Republic of the Philippines  
DEPARTMENT OF EDUCATION  
Youth Formation Division

**CERTIFICATE OF CANDIDACY FOR SUPREME STUDENT GOVERNMENT**

An officer of the Supreme Student Government lives the ideals, principles, and practices of participatory democracy. He/She represents the student body, and must be fully committed to lead and serve the student body towards the fulfillment of the goals of the Student Government. He/She must uphold the core values and thrusts of the Department of Education and serve as a role model of school and community in words and in deeds.

Student's Name: \_\_\_\_\_ Current Grade Level: \_\_\_\_\_  
**PERSONAL DETAILS:**  
Gender: \_\_\_\_\_ Age: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
E-mail Address: \_\_\_\_\_ Mobile No: \_\_\_\_\_ Landline: \_\_\_\_\_  
Home Address: \_\_\_\_\_

**COMPETENCIES OF CANDIDATES IN RELATION TO THE DESIRED POSITION**

Name of activities participated 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 of this school.  
I, whose name and other personal details are herein stated, do hereby file this Certificate of Candidacy for the Supreme Student Government COMELEC in the election for school year 2017-2018.  
I do hereby declare my intention and desire to be nominated for the particular position of \_\_\_\_\_.

I further state that I am bona fide student of this school with good moral character and academic standing, and I will abide with the election rules and guidelines of the Supreme Student Government.

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

\_\_\_\_\_  
Signature of Candidate over Printed Name

SUBSCRIBED AND SWORN to before me this \_\_\_\_\_ day of \_\_\_\_\_, 2018, at \_\_\_\_\_, affiant exhibiting to me his/her nomination kit which contains his/her C.O.C, photograph, academic records, and parental consent.

\_\_\_\_\_  
SSG COMELEC REPRESENTATIVE