



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region IX, Zamboanga Peninsula
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE
7100 Dipolog City

DEPARTMENT OF EDUCATION
DIVISION OF ZAMBOANGA DEL NORTE
7100 DIPOLONG CITY


RELEASED

21 FEB 2017

RV: NAME / SIGNATURE

MEMORANDUM

To : Public Schools District Supervisors
Public School Heads and Principals
SSG Advisers
All others Concern

From : 
NATIVIDAD P. BAYUBAY, CESO VI
Officer-In-Charge
Schools Division Superintendent

Subject : **SYNCHRONIZED ELECTION OF SUPREME STUDENT
GOVERNMENT (SSG) AND SUPREME PUPIL GOVERNMENT (SPG) SY 2017-2018**

Date : February 20, 2017

1. Pursuant to DepEd Order No. 11 s. 2016 *Additional Guidelines on the Constitution and By-Laws of the Supreme Student Government and Supreme Pupils Government in Elementary and Secondary Schools* and DepEd Order No. 47 s. 2014 entitled *Constitution and By-Laws of the Supreme Student Government and Supreme Pupils Government in Elementary and Secondary Schools*, the following shall be observed during the **elections for the 2017 Supreme Pupil Government (SPG) and Supreme Student Government (SSG) elections.**

SPG and SSG Activities (To be facilitated by SPG/SSG COMELEC)	DATE
Filing of Candidacy	February 22, 2017
Evaluation of Certificate of Candidacy (COC) vis-à-vis Qualifications and Disqualifications	February 24, 2017
Announcement of the Official List of Candidates	February 27, 2017
Campaign Period <ul style="list-style-type: none">• Presidential Election Forum• Campus-Wide Presidential and Vice-Presidential Debates	February 28-March 1, 2017
Elections	March 2, 2017
Proclamation of Winners	March 6, 2017
Nomination of SPG/SSG Adviser	March 13-14, 2017
Oath Taking Ceremony (SPG/SSG Officers)	March 17, 2017

2. The School Head upon the proposal of the members of the SPG/SSG 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/SSG in Elementary and Secondary Schools to ensure a fair and successful conduct of the elections.

3. After the conduct of the election of the SPG and SSG Elections, the School Head or the person appointed shall accomplish the **Comprehensive Evaluation of the Student Government Elections for the School (CESGE) Form**. Soft or hard copies of the document shall be submitted to the **Division SGOD c/o the Project Development Officers (PDO)** exactly two weeks after the school's proclamation of winners on **March 20, 2017** for the SPG/SSG.

4. For reference and guidance, attached herewith are the pertinent guidelines and documents;

1. Certificate of candidacy	3. Comprehensive Evaluation Form
2. Election Packet	4. Parental Consent

5. For more information and inquiries, please contact the Project Development Officer I of the three congressional districts, to wit;

1st CD- Kristina Marie Adaza-0950 4242 738 email add- krismarieadaza@gmail.com.

2nd CD-Teresita Caboverde-0912 892 5741 email add- tere_corporal@yahoo.com.ph.

3rd CD-Joseph Pantoja-0935 637 9293 email add- jhoepantoja@yahoo.com.

6. Soft copy reports on the conduct of the synchronized elections of SPG and SSG in each school are likewise reminded and must be sent through the email address enumerated above. Hard copies shall also be submitted through the respective assigned PDO's on or before **March 22, 2017**.

7. For dissemination, guidance and compliance.

**CERTIFICATE OF CANDIDACY FOR
SUPREME PUPIL GOVERNMENT**

2X2 Latest
Photo

An officer of the Supreme Pupil Government lives the ideals, principles, and practices of participatory democracy. He or 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 thrust 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: _____ Email Address: _____
Mobile Number: _____ Landline: _____
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 Elections this School Year _____, and I do hereby declare my intention and desire to be nominated for the particular position of _____

And I further state that:

I am a 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 Commission on Elections.

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

Signature of Candidate

SUBSCRIBED AND SWORN to me before this _____ day of _____ year _____, at _____, with the affiant exhibiting to me his/her nomination kit which contains his/her C.O.C, photograph, academic records, parental consent, general plan of action, essay and references.

SPG COMELEC Representative

**CERTIFICATE OF CANDIDACY FOR
SUPREME STUDENT GOVERNMENT**

2X2 Latest
Photo

An officer of the Supreme Student Government lives the ideals, principles, and practices of participatory democracy. He or 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 thrust 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: _____ Email Address: _____
Mobile Number: _____ Landline: _____
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 Elections this School Year _____, and I do hereby declare my intention and desire to be nominated for the particular position of _____

And I further state that:

I am a 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 Commission on Elections.

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

Signature of Candidate

SUBSCRIBED AND SWORN to me before this _____ day of _____ year _____, at _____, with the affiant exhibiting to me his/her nomination kit which contains his/her C.O.C, photograph, academic records, parental consent, general plan of action, essay and references.

SPG COMELEC Representative

Date

PARENTAL CONSENT

I, _____, the parent/
guardian will support my son/daughter,
_____, to the best of my
ability as he/she commits to the Supreme Pupil/Student Government.

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

Parent's Signature over Printed Name



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region IX, Zamboanga Peninsula
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE
7100 Dipolog City

2017 ELECTIONS APPLICATION PACKET

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

- Certificate of Candidacy
- Parental Consent
- Two (2) pcs. 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 letter 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.



Republic of the Philippines
DEPARTMENT OF EDUCATION
 Region IX, Zamboanga Peninsula
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE
 7100 Dipolog City

COMPREHENSIVE EVALUATION OF SPG/SSG ELECTIONS FOR SCHOOLS (CESGE)

(to be accomplished in the school level by a representative designated by the School Head)

Instruction: indicate to what extent you agree or disagree with the following statements by inserting a check (/) in the appropriate box.

Component	Indicators	Agree	Disagree	Recommendations
Student Commission on Election (COMELEC)	The student and school admin were well-represented in the school Commission on Elections (COMELEC).			
	The student and school admin were knowledgeable and prepared for the conduct of the elections.			
	The students and the school admin were actively involved in organizing and running the election procedures.			
	The students and the school admin objectively performed their functions and remained non-partisan during the conduct of the elections.			
Logistics	The election materials are prepared on time.			
	The schedules and deadlines were strictly followed.			
	The application were made available to all interested students.			
Student Engagement	The students were well-informed about the purpose of the Student Government elections.			
	The students were aware of the voting process.			
	The students actively participated in the elections.			
	The students were encouraged to participate in the student government.			
Selection of Candidates	The interested students were given the opportunity to participate in the elections.			
	All the qualified candidates were considered.			
	The application process was objective and in accordance with the DepEd Student Government Election Code.			
Campaign	The campaign was orderly, organized, fair and peaceful.			
	The campaign was held in accordance with the DepEd Student Government Election Code.			
	The election code was effectively enforced.			
Voting	The ballots were clear and available.			
	The voting was organized and fair.			
Counting of Votes	The COMELEC effectively, efficiently and fairly conducted the counting of votes.			
	The count was fair, honest and transparent.			
	The announcement was immediate and undisputable.			
NAME OF SCHOOL:				
COMELEC Chair's Name and Signature		Level:		