



# DepEd – DIVISION OF QUEZON

Sitio Fori, Brgy. Talipan, Pagbilao, Quezon  
Trunkline # (042) 784-0366, (042) 784-0164, (042) 784-0391, (042) 784-0321  
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"Creating Possibilities, Inspiring Innovations"



Registration Number:  
QAC/R63/0216

August 10, 2020

## DIVISION MEMORANDUM DM No. 208, s. 2020

### ONLINE DISTRICT AND DIVISION SUPREME PUPIL GOVERNMENT, SUPREME STUDENT GOVERNMENT AND TEACHER-ADVISERS' FEDERATION ELECTIONS

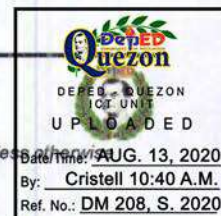
TO: OIC - Assistant Schools Division Superintendents, SGOD Chief, CID Chief, Public Schools District Supervisors, Public Elementary and Secondary School Heads, SPG/SSG Advisers, All Others Concerned

1. Pursuant to DepEd Order No. 47 s. 2014, otherwise known as the Constitution and By-Laws of the Supreme Government and DepEd Order No. 11 s. 2016 entitled "Additional Guidelines to DepEd Order No. 47", the Division of Quezon shall conduct Division Supreme Pupil Government and Supreme Student Government Election and District elections .
2. District Election for both SPG and SSG for the remaining districts who were not able to conduct the election because of the announced lockdown last March 2020 is scheduled between August 12-14, 2020 and shall be conducted using online platforms. Participants are the seven key positions and their advisers. Election for District Officers for Teacher-Adviser will also be conducted on the same schedule.
3. Election results such as the List of District Officers and Newsletter Report must be submitted by the District Youth Formation Coordinator on August 31, 2020 at [yfdquezon@gmail.com](mailto:yfdquezon@gmail.com) using Name of District/2020ElectionReport" as the subject.
4. Division Election will be held thru online platforms on August 18, 2020. Participants are the elected district SPG and SSG presidents and elected district president of teacher-advisers.
5. District Teacher-Adviser Presidents are tasked to register themselves and their respective District SPG and SSG Presidents at the following links provided below on or before August 15, 2020.  
For District SPG and SSG Presidents: [tinyurl.com/QUEZONFedElections2020](http://tinyurl.com/QUEZONFedElections2020)  
For District Teacher-Adviser President: [tinyurl.com/QFTA2020](http://tinyurl.com/QFTA2020)
6. Appropriate measure must be observed to ensure safety of participants as stated in DepEd Order No. 66, s. 2017 which includes parents' permit.
7. The Division Youth Formation Coordinator and Project Development Officers shall facilitate the Division Election.

DEPEDQUEZON-TM-SDS-04-009-002

Email address: [quezon@deped.gov.ph](mailto:quezon@deped.gov.ph)  
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By: Cristell 10:40 A.M.  
Ref. No.: DM 208, S. 2020



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| Youth Formation Division Staff |                                      |
|--------------------------------|--------------------------------------|
| Zaldy O. Bueno                 | Division Youth Formation Coordinator |
| Mark Angelo M. Tiusan          | PDO 1 - District 1                   |
| Leah A. Perez                  | PDO 1 - District 2                   |
| Hazel Ann S. Camo              | PDO 1 - District 3                   |
| Glenda P. Verdan               | PDO 1 - District 4                   |

8. Attached herewith are the following enclosures:

**Enclosure No. 1:** Guidelines on the conduct of online District Election of SPG and SSG Officers

**Enclosure No. 1.1:** Guidelines on the conduct of online election for District Federation of Student Government Advisers.

**Enclosure No.2:** Matrix of the Program for District SSG/SPG Election.

**Enclosure No.2.1:** Matrix of the Program for Division SSG/SPG Election.

**Enclosure No. 3:** Template for the list of new set of District Supreme Student Government

**Enclosure No. 4:** Template for the list of new set of District Supreme Pupil Government

**Enclosure No. 5:** Template for the List of New District Federation of Student Government Advisers

**Enclosure No. 6:** Template for Parental Consent for SPG/SSG Candidates.

9. Immediate dissemination of this Memorandum is desired.

**ELIAS A. ALICAYA, JR., EdD**  
Assistant Schools Division Superintendent

sgod/lap/08/10/20

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### Enclosure No. 1

#### Guidelines on the conduct of online District Election of SPG and SSG Officers

1. Participants for the District Election will be the seven major officers of each school to fill the same position in this level.
2. District COMELEC shall formulate the rules according to the no. of schools and participants of the election. Google forms will be utilized.
3. The Public Schools District Supervisor are tasked to appoint the members of the District COMELEC which is composed of 3 teachers from elementary and 3 teachers from secondary. Members of the District COMELEC shall not be the incumbent or incoming adviser of the SPG and SSG of the schools.
4. Election results such as the List of District Officers and Newsletter Report must be submitted by the District Youth Formation Coordinator at [yfdquezon@gmail.com](mailto:yfdquezon@gmail.com) using Name of District/2020ElectionReport as the subject.





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### Enclosure No. 1.1

#### Guidelines on the conduct of online election for District Federation of Student Government Advisers

1. The District Federation of Student Government Advisers shall be composed of all duly appointed advisers (merged elementary and secondary).
2. All advisers are automatically nominated for the seven key positions and will be given 2-3 minutes for self-introduction.
3. The participants will then cast their vote starting with the position of president. Google forms shall be utilized. The same procedure will be followed down to the position of peace officer.
4. Proclamation of winners is immediately followed by oath taking to be led by the PSDS.
5. District COMELEC shall also facilitate the election.
6. The results of this election shall be included to the reports to be submitted as stated in no. 4 of Enclosure 1.





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Registration Number:  
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Enclosure No.2.1:

## Matrix

### Division SSG/SPG Election

August 18, 2020

Online Election

### PROGRAM OF ACTIVITIES

| TIME             | August 18, 2020   |
|------------------|---|
| 8:00 - 9:00 am   | Opening Program<br>National Anthem<br>Invocation<br>Roll Call<br>Orientation<br>Welcome Remarks |
| 9:00 - 10:00 am  | Meeting de Avance   |
| 10:00 - 10:30 am | SPG Election  |
| 10:30 - 11:00 am | SSG Election  |
| 11:00 - 11:30 nn | Teacher-Advisers Election   |
|                  | Proclamation of Winners<br>Oath Taking  |

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Registration Number:  
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Enclosure No.2

### Matrix

**District SSG/SPG Election**  
Any date from August 12 to 14, 2020  
Online Election

### PROGRAM OF ACTIVITIES

| TIME             | Any date from August 12 to 14, 2020   |
|------------------|---|
| 8:00 - 9:00 am   | Opening Program<br>National Anthem<br>Invocation<br>Roll Call<br>Orientation<br>Welcome Remarks |
| 9:00 - 10:00 am  | Meeting de Avance   |
| 10:00 - 10:30 am | SPG Election  |
| 10:30 - 11:00 am | SSG Election  |
| 11:00 - 5:00 pm  | Teacher-Advisers Election<br>Proclamation of Winners<br>Oath Taking                             |

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## Enclosure No. 3:

District \_\_\_\_\_ Date of Election \_\_\_\_\_  
 Name of PSDS \_\_\_\_\_ Contact No. \_\_\_\_\_  
 Name of DYFC \_\_\_\_\_ Contact No. \_\_\_\_\_

### LIST OF NEW SET OF DISTRICT SUPREME PUPIL GOVERNMENT OFFICERS SY \_\_\_\_\_

|                            | Name | Contact No. | School | Email address |
|----------------------------|------|-------------|--------|---------------|
| President                  |      |             |        |               |
| Vice President             |      |             |        |               |
| Secretary                  |      |             |        |               |
| Treasurer                  |      |             |        |               |
| Auditor                    |      |             |        |               |
| Public Information Officer |      |             |        |               |
| Peace Officer              |      |             |        |               |

\_\_\_\_\_  
District Youth Formation Coordinator

\_\_\_\_\_  
Public Schools District Supervisor





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Enclosure No. 4:

District \_\_\_\_\_ Date of Election \_\_\_\_\_  
Name of PSDS \_\_\_\_\_ Contact No. \_\_\_\_\_  
Name of DYFC \_\_\_\_\_ Contact No. \_\_\_\_\_

## LIST OF NEW SET OF DISTRICT SUPREME STUDENT GOVERNMENT OFFICERS SY \_\_\_\_\_

|                            | Name | Contact No. | School | Email address |
|----------------------------|------|-------------|--------|---------------|
| President                  |      |             |        |               |
| Vice President             |      |             |        |               |
| Secretary                  |      |             |        |               |
| Treasurer                  |      |             |        |               |
| Auditor                    |      |             |        |               |
| Public Information Officer |      |             |        |               |
| Peace Officer              |      |             |        |               |

\_\_\_\_\_  
District Youth Formation Coordinator

\_\_\_\_\_  
Public Schools District Supervisor

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## Enclosure No. 5

District \_\_\_\_\_ Date of Election \_\_\_\_\_  
Name of PSDS \_\_\_\_\_ Contact No. \_\_\_\_\_  
Name of DYFC \_\_\_\_\_ Contact No. \_\_\_\_\_

### LIST OF NEW SET OF DISTRICT FEDERATION OF STUDENT GOVERNMENT ADVISERS SY \_\_\_\_\_

|                            | Name | Contact No. | School | Email address |
|----------------------------|------|-------------|--------|---------------|
| President                  |      |             |        |               |
| Vice President             |      |             |        |               |
| Secretary                  |      |             |        |               |
| Treasurer                  |      |             |        |               |
| Auditor                    |      |             |        |               |
| Public Information Officer |      |             |        |               |
| Peace Officer              |      |             |        |               |

\_\_\_\_\_  
District Youth Formation Coordinator

\_\_\_\_\_  
Public Schools District Supervisor





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Registration Number:  
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Enclosure No: 6

### 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/Student 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**  
REGION IV-A CALABARZON  
GATE 2, KARANGALAN VILLAGE  
1900 CAINTA, RIZAL



05 August 2020

**Regional Memorandum**

**DIVISION FEDERATED ELECTION OF SUPREME PUPIL AND SUPREME STUDENT  
GOVERNMENT AS BASIS FOR THE REGIONAL FEDERATED ELECTION OF THE STUDENT  
GOVERNMENT PROGRAM**

To **All Schools Division Superintendents**

1. Pursuant to DepEd Order no. 47 s, 2014 entitled Constitution and By-Laws of the Supreme Pupil and Supreme Student Government, the Regional Office through the Education Support Services Division – Youth Formation hereby encourage the Schools Division Offices through the School Governance and Operations Division - Youth Formation to conduct the Division Federated Election of SPG and SSG for SY 2020 – 2021
2. Amidst the COVID – 19 Pandemic and to face the New Normal Setting, the Division Youth Formation Coordinators are urged to conduct the Division Federated Election thru online platforms from August 24 to September 4, 2020
3. The organized Division Federation Officers shall be uploaded to <https://bit.ly/4ADivFedElection> on or before September 11, 2020
4. For further information, kindly contact Mr. Neil B. Evangelista and Mr. Alberto C. Colasito, Regional Youth Formation Coordinators at +639472998999; +639152046937 or email at [neil.evangelista@deped.gov.ph](mailto:neil.evangelista@deped.gov.ph) and [alberto.colasito@deped.gov.ph](mailto:alberto.colasito@deped.gov.ph)
5. Immediate and widest dissemination of this Memorandum is earnestly desired.

  
**WILFREDO E. CABRAL**  
Regional Director

cc: essd/nbe



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