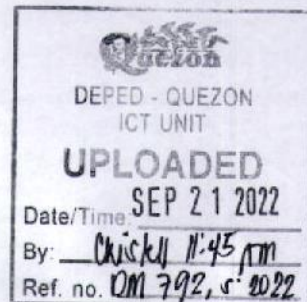




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



16 September 2022

DIVISION MEMORANDUM
DM No. 792, s. 2022

**DIVISION ONLINE ELECTIONS OF STUDENT GOVERNMENT
AND ORGANIZATION FEDERATIONS**

To: Assistant Schools Division Superintendents
Division Chiefs
School Heads In-Charge of Youth Formation
All Others Concerned

1. In reference to **DepEd Order No. 034, s. 2022** titled **School Calendar and Activities for the School Year 2022-2023**, this Office recognizes the **Elections of the Supreme Pupil Government and Supreme Student Government** as part of the initial activities of all public schools for the opening of classes.
2. In connection to this matter, the School Governance and Operations Division – Youth Formation Section shall conduct the online election of the federations of Supreme Pupil Government (SPG), Supreme Student Government (SSG), Youth for Environment in Schools Organization (YES-O) and Barkada Kontra Droga (BKD) on **September 24, 2022**.
3. Participants to this activity are the elected cluster presidents of the above-mentioned student governments and organizations and their respective district School Head In-Charge of Youth Formation. Time schedules are indicated in Enclosure 1.
4. Link for the online election shall be sent through the messenger group chat of the School Heads In-Charge of Youth Formation.
5. Parental consent (please see Enclosure 5) shall be submitted through email at **sdo.quezon.yfd@deped.gov.ph** on or before **September 23, 2022**.

DEPEDQUEZON-TM-SDS-04-009-003



"Creating Possibilities, Inspiring Innovations"

Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
Trunkline #: (042) 784-0366, (042) 784-0164, (042) 784-0391, (042) 784-0321
Email Address: quezon@deped.gov.ph
Website: www.depedquezon.com.ph



Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE

6. Immediate and widest dissemination of this Memorandum is highly desired.

ELIAS A. ALICAYA JR., EdD
Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent

sgod/mamt/09/16/2022

DEPEDQUEZON-TM-SDS-04-009-003



"Creating Possibilities, Inspiring Innovations"

Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
Trunkline #: (042) 784-0366, (042) 784-0164, (042) 784-0391, (042) 784-0321
Email Address: quezon@deped.gov.ph
Website: www.depedquezon.com.ph



Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE

Enclosure 1 to DM No. 792, s. 2022

**Schedule of Division Online Elections of Student Government and Organization
Federations**

Time	Student Government/Organization
7:30 a.m. – 8:00 a.m.	Preliminaries
8:01 a.m. – 9:00 a.m.	Barkada Kontra Droga Junior Advocates Federation
9:01 a.m. – 10:00 a.m.	Quezon Drug Abuse Prevention Advocates (QueDAPA)
10:01 a.m. – 11:00 a.m.	Youth for Environment in Schools Organization Elementary Federation
11:01 a.m. - 12:00 noon	Lunch Break
12:01 p.m. – 1:00 p.m.	Youth for Environment in Schools Organization High School Federation
1:01 p.m. – 2:00 p.m.	Quezon Federation of Supreme Pupil Government
2:01 p.m. – 3:00 p.m.	Quezon Federation of Supreme Student Government

DEPEDQUEZON-TM-SDS-04-009-003



"Creating Possibilities, Inspiring Innovations"

Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
Trunkline #: (042) 784-0366, (042) 784-0164, (042) 784-0391, (042) 784-0321
Email Address: quezon@deped.gov.ph
Website: www.depedquezon.com.ph



Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE

Enclosure 2 to DM No. 792, s. 2022

**Guidelines on the Conduct of the Division Online Elections of Student Government
and Organization Federations**

1. Participants to the division elections are the elected cluster presidents.
2. The elective positions shall be President, Vice President, Secretary, Treasurer, Auditor, Public Information Officer and Protocol Officer.
3. All participants are automatically nominated in all positions and are given a minute for self-introduction and campaign.
4. After the introductions, the participants shall proceed to the short interview where they will be asked to answer the same question in one minute.
5. After the interviews, voting shall take place. The election proper shall start with the presidential position.
6. Voting for one's self is not allowed.
7. After all votes have been casted, the name of the winning candidate for the position shall immediately be announced.
8. The same procedures and guidelines as stated in numbers six and seven shall be followed for the succeeding positions to be elected.
9. For the last two participants, the candidate with the higher number of votes shall be the elected Public Information Officer while the other candidate shall be the elected Protocol Officer.
10. In case of tie, the Division Youth COMEA shall use wheel of names application to break the tie.

DEPEDQUEZON-TM-SDS-04-009-003



"Creating Possibilities, Inspiring Innovations"

Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
Trunkline #: (042) 784-0366, (042) 784-0164, (042) 784-0391, (042) 784-0321
Email Address: quezon@deped.gov.ph
Website: www.depedquezon.com.ph



Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE

Enclosure 3 to DM No. M, s. 2022

**Composition of the Division Youth Commission on Elections and Appointments
(COMEA)**

Quezon Federation of Supreme Pupil Government	
Chief Commissioner	Glenda P. Verdan
Commissioner on Screening and Validation	Hazel Ann S. Camo
Commissioner on Electoral Board	Mark Angelo M. Tiusan
Commissioner on Appointment	Leah A. Perez

Quezon Federation of Supreme Student Government	
Chief Commissioner	Leah A. Perez
Commissioner on Screening and Validation	Glenda P. Verdan
Commissioner on Electoral Board	Hazel Ann S. Camo
Commissioner on Appointment	Mark Angelo M. Tiusan

Youth for Environment in Schools Organization (Elementary and Secondary)	
Chief Commissioner	Hazel Ann S. Camo
Commissioner on Screening and Validation	Mark Angelo M. Tiusan
Commissioner on Electoral Board	Leah A. Perez
Commissioner on Appointment	Glenda P. Verdan

Barkada Kontra Droga Junior Advocates and QueDAPA	
Chief Commissioner	Mark Angelo M. Tiusan
Commissioner on Screening and Validation	Leah A. Perez
Commissioner on Electoral Board	Glenda P. Verdan
Commissioner on Appointment	Hazel Ann S. Camo

DEPEDQUEZON-TM-SDS-04-009-003



"Creating Possibilities, Inspiring Innovations"

Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
Trunkline #: (042) 784-0366, (042) 784-0164, (042) 784-0391, (042) 784-0321
Email Address: quezon@deped.gov.ph
Website: www.depedquezon.com.ph



Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE

Enclosure 4 to DM No. 392, s. 2022

**Functions of the Division Youth Commission on Elections and Appointments
(COMEA)**

1. The Chief Commissioner shall be the moderator of the elections. In the interviews, the Chief Commissioner shall facilitate the question and answer.
2. The Commissioner on Screening and Validation shall be responsible for the checking of the names of candidates and votes casted and proclaim the winning candidate for each position.
3. The Commissioner on Electoral Board shall be responsible for the creation and sending of Google forms to the meeting link. This commissioner shall also act as the official timekeeper.
4. The Commissioner on Appointment shall prepare the oath of office of the set of officers and lead the oath-taking right after the election proper.

DEPEDQUEZON-TM-SDS-04-009-003



"Creating Possibilities, Inspiring Innovations"

Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
Trunkline #: (042) 784-0366, (042) 784-0164, (042) 784-0391, (042) 784-0321
Email Address: quezon@deped.gov.ph
Website: www.depedquezon.com.ph



Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE

Enclosure 5 to DM No. 792, s. 2022

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 participant)

he/she commits to the activities of the Youth Formation.

I am allowing him/her to participate in the **Division Online Elections of Student Government and Organization Federation Elections** to be held through online platform on September 24, 2022 (Saturday). I agree and understand the commitment of my son/daughter to this activity and will support his/her endeavors to the Student Government/ Organization Federation for the School Year 2022-2023.

Parent's/Guardian's Signature over Printed Name

Date

DEPEDQUEZON-TM-SDS-04-009-003



"Creating Possibilities, Inspiring Innovations"

Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon

Trunkline #: (042) 784-0366, (042) 784-0164, (042) 784-0391, (042) 784-0321

Email Address: quezon@deped.gov.ph