



Republic of the Philippines
Department of Education
 REGION VIII
 SCHOOLS DIVISION OF CALBAYOG CITY

MEMORANDUM
 DM-OSGOD-YFD 430, s. 2022

TO : Assistant Schools Division Superintendent
 SGOD and CID Chiefs
 Education Program Supervisors
 Public Schools District Supervisors / District In-Charge
 Public Elementary & Secondary School Principal/ Heads / Teacher-In-Charge
 All School/District Youth Formation Program Coordinators
 All Supreme Student and Pupil Government Teacher-Advisers
 All SPG, YES-O & BKD District Presidents
 All SSG, YES-O & BKD School Presidents
 All Others Concerned

FROM : *ML* **MOISES D. LABIAN JR. PhD, CESO VI**
 OIC- Schools Division Superintendent

SUBJECT : **2022 DIVISION FEDERATION OF SUPREME PUPIL (SPG) / STUDENT GOVERNMENT (SSG), YES-O and BKD VIRTUAL ELECTIONS**

DATE : **October 19, 2022**

DEPED DIVISION OF CALBAYOG
RELEASED
 DATE: 10/19/2022
 BY: 8 4:53
 CALBAYOG CITY

- Pursuant to DepEd Order No. 34, s. 2022 title " School Calendar and Activities for the School Year 2022-2023" dated July 2022, the Supreme Pupil Government (SPG) and Supreme Student Government (SSG) Elections should have been conducted on September 27, 2022. However, due to the ongoing transition of schools from blended learning to face-to-face modality, and maintaining the contact time of teachers to learners, a Memorandum from Dr. Dexter Galban , Assitant Secretary, Youth Affairs and Special Concerns, dated September 23, 2022, reset dates of the elections. Along this line, the Youth Formation Unit through the School Governance and Operations Division shall conduct the **2022 DIVISION FEDERATION VIRTUAL ELECTION of the Division SPG, SSG , YES-O, and Barkada Kontra Droga Federated Officers on Friday, 21st of October 2022 via MS Teams platform link : <https://bit.ly/2022CalbayogYFDelec> with the following schedule :**

DATE	TIME	SCHEDULED ELECTION	Participants
21 st October (Friday)	8:00am -10:00am	Supreme Pupil Government (SPG)	12 District Presidents and 12 Teacher-Advisers
	10:00am – 11:00am	YES-O (Elementary)	12 District YES-O Presidents and 12 YES-O Teacher-Advisers
21 st October (Friday)	11:00am -12:00NN	BKD (Elementary)	12 District BKD Presidents and 12 BKD Teacher-Advisers

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21st October (Friday)	1:00pm -3:00pm	Supreme Student Government (SSG)	All Secondary SSG School Presidents and Teacher- Advisers
21st October (Friday)	3:00pm -4:00pm	YES-O (Secondary)	All Secondary YES-O School Presidents and Teacher-Advisers
21st October (Friday)	4:00pm -5:00pm	BKD (Secondary)	All Secondary BKD School Presidents and Teacher-Advisers

3. The activity aims to;

- a. elect division federated SSG/SPG, YES-O and BKD officers and teacher-advisers;
- b. to orient the elected officers and teacher-advisers on their duties and functions; and
- c. to identify division representatives to the regional SSG/SPG, YES-O and BKD election and student representative to the City Child Protection Council (CCPC).

4. Participants to the Division Federation Election are **ALL DISTRICT SPG , YES-O and BKD elected presidents for Elementary with their Teacher-Advisers while ALL SCHOOL SSG , YES-O and BKD elected presidents for Secondary with their Teacher-Advisers.** Moreover, all Teacher-Advisers are requested to assist in the creation of **student's 365 account.** Likewise, on the registration of District/School elected SSG/SPG presidents , YES-O and BKD and to provide technical assistance to ensure the full participation in the election process. Strong internet connectivity is required. Please see **Annexes A, B, and C.** for more details.

5. For relevant queries you may contact, **Ms. Sharon Dy-Balza, EPS II** and Division Youth Formation Coordinator at 09155675626 or email sharon.balza@deped.gov.ph or yfdealbayog@gmail.com .

6. Immediate dissemination of and immediate compliance to this Memorandum is earnestly desired.

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ANNEX A :

Guidelines and Procedures in the Election of Division Federation of Supreme Student Government (SSG), Supreme Pupil Government (SPG), Youth for Environment in Schools Organization (YES-O), and Barkada Kontra Droga (BKD)

1. The election in the Division Federation of Supreme Student / Pupil Government, YES-O and BKD is only exclusive for the **elected Presidents** of the District/School Student/Pupil Government, YES-O and BKD with **one (1) voting power each**.
2. Only the elected presidents are allowed in the meeting room during the election proceedings.
3. The Division Federation shall elect the following positions:

- 3.1 President;
- 3.2 Vice-President;
- 3.3 Secretary;
- 3.4 Treasurer;
- 3.5 Auditor;
- 3.6 Public Information Officer (PIO); and
- 3.7 Protocol Officer (former Peace Officer)

The duties and responsibilities attached to each position are the same and can be found in the Constitution and By-Laws of the Supreme Pupil Government and Supreme Student Government in Elementary and Secondary Schools.

4. All candidates must possess the following qualifications :
 - Enrolled in School Year 2021-2022
 - Elected as President of the Supreme Student/Pupil Government from school level
 - With Good Academic Standing
 - With good moral character and have not been subjected to any disciplinary action
 - Must submit the Registration Form provided by Division YFC on or before Oct 21, @ 8:00 a.m. through sdybalza@yahoo.com or yfdealbayog@gmail.com
5. The rest of the body that will not be elected in any position will be designated as Board Members.
6. First-past-the-post or single-member plurality voting must be applied in the electoral process, wherein voters cast their vote for a candidate of their choice, and the candidate who receives the most votes, win.
7. Candidates for the elective positions shall be determined through nomination procedures.
8. No nominated candidate can refuse to be nominated in any position.
9. Each school President can nominate any candidate to any position up to 2 nominations only.
10. When the election starts and during the election proceedings, Presidents are not allowed to take calls and send private messages.
11. Any violation of the above-mentioned rules will be subjected to disqualification in any of the elective positions. The disqualification procedures shall be set by the Election Core Group prior to the start of the elections.

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Annex B:

REGISTRATION FORM

- Category : Supreme Student Government (SSG)
 Supreme Pupil Government (SPG)
 YES- O (___ Elem / ___ Sec)
 BKD (___ Elem / ___ Sec)

PLEASE ATTACH ID
PICTURE

Part I : (To be filled out by the President / Candidate)

Name: _____

Age: _____ Sex : _____

Facebook Account : _____

Contact Number : _____

Email Address : _____

School : _____

District : _____

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Part II : Endorsement Letter (To be filled out by the SSG/SPG . YES-O and BKD Teacher- Adviser & the School Youth

Formation Coordinator)

This is to certify that Mr. /Ms. _____ of

(Name of School) _____,

(District) _____, is elected as President of the

Supreme Student Government (SSG) / Supreme Pupil Government (SPG) for classroom and school level.

Name & Signature of
SSG/SPG Teacher-Adviser

Name & Signature of
School Youth Formation Coordinator

Name & Signature of School Head

*****Your personal information as a student is protected and is for the sole purpose of the Division Federation Election by the Youth Formation Division (YFD). Disclosure and sharing of the above information shall only be upon your consent, or as required by law, with relevant private or public persons, offices , or entitles.

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ANNEX C

PARENT CONSENT FORM

This form confirms that I agree to allow the participation of my son/daughter in the **2022 DIVISION FEDERATION VIRTUAL ELECTION of the Division SPG, SSG , YES-O, and BKD** Federated Officers on **Friday, 21st of October 2022 via MS Teams platform.** This is to confirm that I give full permission in any recording that may be done during the conduct of this activity and to use some or all their image/ contribution/performance in any public (including electronic publication such as film or website) created by or for the Youth Formation Division to release this material to DepEd official platforms.

I hereby confirm that I agree and understand the commitment of my son/daughter as an Elected Federation Officer. I also understand and will support my son's / daughter's endeavor to meet the expectations, guidelines, and responsibilities to his/her fellow students and to the Youth Formation Division (YFD).

Name and Signature of the Learner

Name and Signature of the Parent/ Guardian