

March 16, 2015

**DIVISION MEMORANDUM**

No. 22, s. 2015

**SYNCHRONIZED SUPREME GOVERNMENT (SPG) AND SUPREME STUDENT GOVERNMENT (SSG) ELECTIONS FOR SCHOOL YEAR (SY) 2015-2016**

**To : Education Program Supervisors  
District Supervisor  
Elementary and Secondary Principals (Public and Private)  
All Others Concerned**

1. As per Division Memorandum No. 17, s. 2015 and Pursuant to DepEd Order No. 47, s. 2014 entitled Constitution and By-Laws of the Supreme Pupil Government and Supreme Student Government on Elementary and Secondary Schools, this Division shall conduct the **SYNCHRONIZED SUPREME GOVERNMENT (SPG) AND SUPREME STUDENT GOVERNMENT (SSG) ELECTIONS FOR SCHOOL YEAR (SY) 2015-2016** following the timetable of activities.

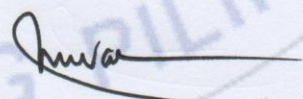
2.

SPG/SSG Activity	Timetable
Filing of Certificates of Candidacy (COC)	March 18, 2015
Evaluation of COC vis-à-vis Qualification and Disqualification	March 19, 2015 AM
Announcement of the Official List of Candidates	March 19, 2015 PM
Campaign Period	March 20-24, 2015
Presidential Election	March 25-26, 2015
Campus-wide Presidential and Vice Presidential Debates	
Election and Proclamation of Winners	March 26, 2015

3. All schools shall submit a complete list of duly elected SPG and SSG officers which shall include their email address, contact number, school's name and address, name of principal and teacher/advisers as well as the comprehensive report and evaluation of the conduct of elections. These must be submitted on March 27, 2015 to be consolidated for submission at the Central Office on March 30, 2015

4. Attached are Certificate of Candidacy for SPG and SSG, Parental Consent, 2015 Election Application Packet, Election Consolidated Report and the Comprehensive Evaluation for your personal perusal.

5. Immediate and wide dissemination of this Memorandum is desired.



**DR. MERTHEL M. EVARDOME**  
Acting Assistant Schools Division Superintendent  
OIC – Office of the SDS

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**CERTIFICATE OF CANDIDACY FOR  
SUPREME PUPIL GOVERNMENT**

*An officer in the Supreme Pupil Government lives the ideals, principles and practice of participatory democracy. They are the representative of the student body, and must always be prepared to lead the student body towards the fulfillment of those goals and to protect their rights and welfare. As a mature and enthusiastic leader, they serve as a role model for their fellow students at all times.*

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

**PERSONAL DETAILS:**

Gender: \_\_\_\_\_ Age: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_  
Cell phone Number: \_\_\_\_\_ Landline: \_\_\_\_\_  
Address: \_\_\_\_\_

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

<i>Name of activities participated in that is related to the desired position</i>	<i>Specific role in the activity</i>

**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 filed this Certificate of Candidacy for the Supreme Pupil Government Commission on Elections in the election for the school year 2015-2016, 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 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 \_\_\_\_, 2015, 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



2005 - P100  
P100 - 8106

PARENTAL CONSENT

I, \_\_\_\_\_  
as a parent/guardian will support my son/daughter  
\_\_\_\_\_ to the best of my ability as he/she commits to  
Student Council.

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

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

\_\_\_\_\_  
Date

### 2015 Elections Application Packet

To run for a position in the Supreme Student Government office, each candidate should turn in a completed signed application with the following attachments:

- Certificate of Candidacy
- Parental Consent
- 2 (2x2) Photograph
- An official copy of the Report Card for the present Academic Year
- General Plan of Actions
- Two (2) recommendation letters from two individuals that the candidate has worked with in a co-curricular or extra-curricular activity

#### RECOMMENDATION LETTERS

Please secure and submit two (2) recommendation letters (in a signed/sealed envelope) from two individuals that the candidate has worked with in a co-curricular or extra-curricular activity. The recommendation letters 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 upheld the principles of teamwork, collective decision-making, and good work ethic in the said activity. The sender 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 the adviser of the same activity.

The authors of the recommendation letters should not be related to the candidate by affinity or consanguinity up to the second degree. If needed, the COMELEC has the authority to verify the validity of the recommendation letter from its signatory.

#### REMINDERS:

*Deadline of Submission of the Requirements: March 2, 2015*