



Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
SCHOOLS DIVISION OF IMUS CITY

30 Sep 2022

**DIVISION MEMORANDUM**

No. 323, s. 2022

**VIRTUAL CONDUCT OF DIVISION FEDERATION ELECTIONS  
OF STUDENT GOVERNMENT FOR SCHOOL YEAR (SY)  
2022-2023**

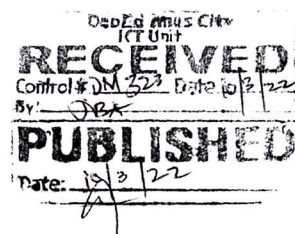
To: Assistant Schools Division Superintendent  
CID Chief  
OIC- SGOD Chief  
School Heads/OICs (Public ES, IS, JHS, and SHS)  
SPG and SSG Advisers  
All Others Concerned

1. Pursuant to the Regional Memorandum No. 612, s. 2022 titled "Conduct of Student Government Elections" particularly item 3 which is "The District, Division, and Regional Federated Elections shall be conducted virtually or during weekends," this Office hereby announces the virtual conduct of Division Federation Elections of Student Government for School Year (SY 2022-2023) on Friday, October 7, 2022 from 8:30 a.m. to 11:30 a.m. for Supreme Pupil Government (SPG) Division Federated Elections and 1:30 p.m. to 3:15 p.m. for Supreme Student Government (SSG) Division Federated Elections via google link [meet.google.com/kts-hixw-dst](https://meet.google.com/kts-hixw-dst).
2. Participants to this virtual activity are the SPG Presidents of all schools in elementary level with their advisers and SSG Presidents of all schools in the secondary level with their advisers.
3. Attached herewith are the Election Guidelines (Enclosure 1) and Program Matrix (Enclosure 2).
4. For further clarifications, please coordinate with Ariel L. Dayrit, Project Development Officer I/Division Youth Formation Coordinator, at 4198450-53 loc. 227 or at [ariel.dayrit@deped.gov.ph](mailto:ariel.dayrit@deped.gov.ph).
5. Immediate dissemination of this Memorandum is earnestly desired.

**ROSEMARIE D. TORRES, CESO V**  
Schools Division Superintendent



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Encl.: As stated

Reference: As stated

To be indicated in the Perpetual Index  
under the following subject:

ELECTIONS  
STUDENTS  
ORGANIZATIONS

Enclosure 1 to Division Memorandum No. \_\_\_, s. 2022

### **ELECTION GUIDELINES**

- a. Nominees for the SPG and SSG officers in the Division Federated Elections will be gathered via the following google forms on Tuesday, October 4, 2022:
  - ✓ Google form Nomination link for SPG  
<https://bit.ly/NominationFormforSPGofficersintheDivisionFederatedElections>
  - ✓ Google form Nomination link for SSG  
<https://bit.ly/NominationFormforSSGofficersintheDivisionFederationElections>
- b. Links for the google form to be used in the election will be provided during the meeting
- c. Nominees/Candidates will be given 2 to 3 minutes to introduce themselves during the Virtual Elections on October 7, 2022 using this format:
  - Name
  - School
  - Grade Level
  - Programs, Projects and Activities of the School-Based SSG/SPG

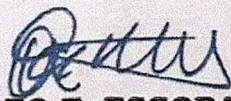

Enclosure 2 to Division Memorandum No. \_\_\_, s. 2022

**PROGRAM MATRIX**

<b>Date</b>	<b>Time</b>	<b>Session/Activity</b>	<b>Person/s Involved</b>
<b>October 7, 2022</b>	8:30 am – 9:30 am	National Anthem and Prayer	via Audio Visual Presentation
		Welcome Remarks and Inspirational Message	Rosemarie D. Torres, CESO V <i>Schools Division Superintendent</i>
	9:30 am - 10:30 am	Election Guidelines and Introduction of SPG Division Federation Candidates	Ariel L. Dayrit <i>PDO I/ Division Youth Formation Coordinator</i>
	10:30 am - 10:45 am	Election Proper (SPG Division Federation)	Ariel L. Dayrit <i>PDO I/ Division Youth Formation Coordinator</i>  Pearly Jinky F. Ferrera <i>ADAS II</i>
	10:45 am - 11:30 am	Counting of Votes, Announcement of Winners, and Oath Taking (SPG Division Federation)	To be facilitated by Mr. Dayrit and Ms. Ferrera and to be sworn into office by SDS Rosemarie D. Torres
	1:30 pm – 2:15 pm	Election Guidelines and Introduction of SSG Division Federation Candidates	Ariel L. Dayrit <i>PDO I/ Division Youth Formation Coordinator</i>
	2:15 pm – 2:30 pm	Election Proper (SSG Division Federation)	Ariel L. Dayrit <i>PDO I/ Division Youth Formation Coordinator</i>  Pearly Jinky F. Ferrera <i>ADAS II</i>
	2:30 pm – 3:15 pm	Counting of Votes, Announcement of Winners and Oath Taking (SSG Division Federation)	To be facilitated by Mr. Dayrit and Ms. Ferrera and to be sworn into office by SDS Rosemarie D. Torres
		Closing Remarks	Ivan Brian L. Inductivo, CESE <i>Assistant Schools Division Superintendent</i>



7. There should be an established and well-systemized conduct of election set by the schools, SDOs and Region to ensure its success.
8. For further clarifications, kindly contact Neil B. Evangelista through mobile at 09472998999 through email at [neil.evangelista@deped.gov.ph](mailto:neil.evangelista@deped.gov.ph).
9. Immediate dissemination of this Memorandum is desired.

  
**ATTY. ALBERTO T. ESCOBARTE, CESO II**  
Regional Director 

cc: essd/nbc



DEPARTMENT OF EDUCATION  
REGION IV-A CALABARZON  
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Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON



16 September 2022

**Regional Memorandum**

**CONDUCT OF STUDENT GOVERNMENT ELECTIONS**

To **Schools Division Superintendents**

1. Pursuant OASYASC Memorandum entitled Interim Guidelines of the Youth Commission on Elections and Appointments (Youth COMEA) for School Year 2022-2023 on the conduct of Student Government Elections the Schools Division Offices shall conduct the Student Government Elections adhering to DepEd Order No. 9, s. 2005 entitled Instituting Measures to Increase Engage Time-on-Task and Ensuring Compliance Therewith.
2. **The Division Youth Formation Coordinators are directed to strategize the conduct of elections in all levels and shall avoid the disruption of classes.**
3. The District, Division and Regional Federated Elections **shall be conducted virtually or during weekends.**
4. The DepEd Order 53 s. 2003 likewise specifies that Service Credits will be given in the conduct activities and tasks beyond regular functions or beyond regular work hours/days, hence the Teacher-Adviser may file and request for Service Credits in coordination with the Division Youth Formation Coordinator and for the approval of the Schools Division Superintendents during the conduct of virtual elections on Saturday.
5. Monitoring of the elections as per the OASYAC Memorandum entitled Monitoring and Evaluation of the Supreme Pupil Government (SPG) and Supreme Student Government (SSG) Elections for School Year 2022-2023, **shall be conducted using online forms** using the localized tool or the monitoring tool issued by Central Office. The Annex C of the Memorandum shall be submitted by the Division YFC to the Regional Office on or before October 6, 2022.
6. **Strict prohibition of teachers to perform the said election tasks during class hours is emphasized.**

*Handwritten notes:*  
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9/20/22



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DIVISION OF IMUS CITY  
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