



021220-091

Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

12 FEB 2020

DIVISION MEMORANDUM
No. 048 s. 2020

**REITERATION OF OUA MEMORANDUM RE: NON-SUSPENSION OF ELECTIONS
OF SUPREME PUPIL/ STUDENT GOVERNMENT AND AUTOMATED ELECTION
SYSTEM (SPG/ SSG-AES)**

To: OIC-Assistant Schools Division Superintendent
Chief Education Supervisors
Heads, Public Elementary and Secondary Schools
Heads, Unit/Section
All Others Concerned

1. Pursuant to unnumbered OUA Memorandum re: **NON-SUSPENSION OF ELECTIONS OF SUPREME PUPIL/ STUDENT GOVERNMENT AND AUTOMATED ELECTION SYSTEM (SPG/SSG-AES)**, this Office reiterates the conduct of the election on **FEBRUARY 14, 2020**.
2. Please see enclosures for more details.
3. Strict compliance of and immediate dissemination of this memorandum is desired

ANIANO M. OGAYON, CESO V
Schools Division Superintendent

Encl.:
As stated



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Enclosure 1 (to be accomplished in the school level by a SMEA or representative designated by the School Head)

Comprehensive Evaluation for SPG/SSG Elections for the Schools (CESGE)

Component	Indicators	Agree	Disagree	Recommendation
Student Commission on Election (COMELEC)	The students and school admin were well-represented in the school Commission on Election (COMELEC)			
	The students and school admin were knowledgeable and prepared for the conduct of the elections.			
	The students and the school admin were actively involved in organizing and running the election procedures.			
	The students and the school admin objectively performed their functions and remained non-partisan during the conduct of elections.			
Logistics	The Election materials were prepared on time.			
	The schedules and deadlines were strictly followed.			
	The application forms were made available to all interested students.			
Student Engagement	The students were well-informed about the purpose of the Student Government Elections.			
	The students were aware of the voting process.			
	The students actively participated in the elections			
	The students were encouraged to participate in the student government.			
Selection of Candidates	The interested students were given the opportunity to participate in the elections			
	All qualified candidates were considered.			
	The application process was objective and in accordance with the DepEd Student Government Election Code.			
Campaign	The campaign was orderly, organized, fair and peaceful.			



	The campaign was held in accordance with the DepEd Student Government Election Code.			
	The election code was effectively enforced.			
Voting	The ballots were clear and available.			
	The voting was organized and fair.			
Counting of Votes	The COMELEC effectively, efficiently, and fairly conducted the counting of votes.			
	The count was fair, honest and transparent.			
	The announcement was immediate and undisputable.			
NAME OF SCHOOL:				
COMELEC Chair's Name and Signature:			LEVEL	



Enclosure 2 (to be accomplished by monitoring official)

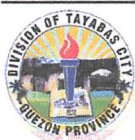
**SUPREME PUPIL GOVERNMENT AND SUPREME STUDENT GOVERNMENT
ELECTION MONITORING TOOL**

NAME OF SCHOOL :	
DISTRICT / DIVISION :	
COMELEC CHAIR :	
DATE OF ELECTION :	

INDICATORS	NOT OBSERVED	OBSERVED	REMARKS
Presence of SPG & SSG COMELEC during election			
Polling place opens from 8:00 AM to 5:00 PM			
No Lunch Break in the polling place.			
Presence of one (1) poll watcher per political parties and independent candidates with written appointment from SPG/SSG COMELEC			
Checking and presenting of Identification card (I.D.) to the poll worker upon registration			
Correct and updated voter's registration and address based on the school records			
Complete and Certified List of Voters			
Available and adequate election materials and paraphernalia in the polling place			
Conduct of orientation to voters before the election proper			

For Manual Election:

Displayed and highly visible list of candidates in the polling area			
Uniformed in size and color of the ballots and contains the following: <ul style="list-style-type: none"> • Space for the voter's thumb mark and signature • Comprehensive voting instructions • Complete names of candidates 			
Accomplished ballot with thumbmark and signature			
Application of indelible ink on the voter's right forefinger			
Recording of time and the number of			



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actual voters			
Sealing of ballot box by the SSG/SPG COMELEC Chairperson			
For Automated Election:			
The system contains the following: <ul style="list-style-type: none"> Comprehensive voting instructions Complete names of candidates 			
Accomplished Form 1 with thumbmark and signature			
Application of indelible ink on the voter's right forefinger			
Recording of time and the number of actual voters			
Sealing of storage device by the SSG/SPG COMELEC Chairperson			
Submission of the printed election return with signature and thumbmark of the SSG/SPG COMELEC Chairperson together with the sealed storage device to the School Head			
Encountered no system issue			
Back up of manual election in case of system failure			
Generally peaceful and organized election			

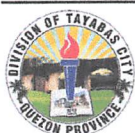
AREAS FOR IMPROVEMENT:

MONITORING OFFICIAL:

SIGNATURE:	
NAME:	
POSITION:	
DATE:	

SCHOOL PRINCIPAL:

SIGNATURE:	
NAME:	
POSITION:	
DATE:	



Enclosure 3 (List of Monitoring Officials)

SCHOOLS	NAME OF MONITORING OFFICIALS
Dr. Christian Bables Fideliza Lucas	BUSAL ES
	EAST PALALE ES
	SOUTH PALALE ES
	NORTH PALALE ES
	WEST PALALE ES
	WEST PALALE NHS
Mildred Galleno Generosa Zubietta	KATIGAN- ALUPAY ES
	ILASAN ES
	MASIN ES
	VALENCIA ES
	LAWIGUE ES
Joan Kathleen Brizuela Nicole May Lagar	LAKAWAN ES
	ALSAM
	PANDAKAKE ES
	MATE ES
	TWCS II
Georgia Talabong Pelagia Manalang	TECS
	WAKAS ES
	TCDSASHS
	RQMNHS
	TWCS I
	TWCS III
Sherwin Quesea Richelle Quintero	TWCS IV
	DAPDAP IS
	LALO
	LPIHS
	IPILAN-ALITAO ES
	POTOL ES
Louie Fulleo Dr. Jay Aureada	DOMOIT ES
	FELES
	KALUMPANG ES
	GIBANGA ES
	EUGENIO FRANCIA ES
	MALAOA

Note: SDS/ASDS/ OIC Chief-CID/ Chief-SGOD/ Division ICT Coordinator may visit any of the schools listed above.



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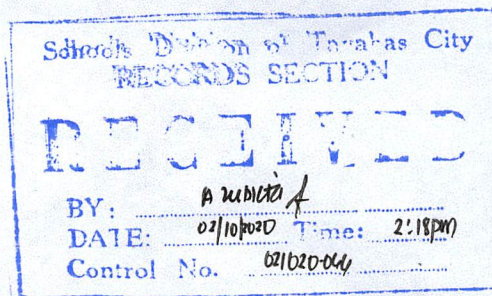


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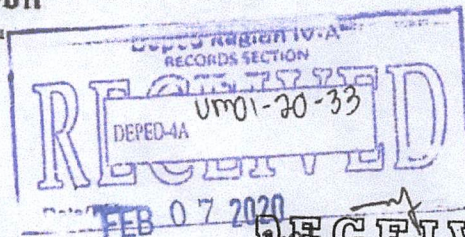
Republika ng Pilipinas
Kagawaran ng Edukasyon
Tanggapan ng Pangalawang Kalihim



OUA MEMO
MEMORANDUM
07 February 2020

For: **Regional Directors**
Schools Division Superintendents
ESSD and SGOD Chiefs
ICTS and Information Technology Officers
YFD and Youth Formation Focal Persons
Principals, School Heads and Teacher-Advisers

Subject: **NON-SUSPENSION OF ELECTIONS OF**
SUPREME PUPIL/STUDENT GOVERNMENT AND
AUTOMATED ELECTION SYSTEM (SPG/SSG-AES)



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2:29
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BY: **JOBELLE L. MANINGAS**

The schedule of the elections of the Supreme Pupil/Student Government (SPG/SSG) Synchronized Election shall proceed as scheduled in OUA Memo No. 01-0120-0609, dated January 30, 2020. It is not one of the activities/events suspended by DepEd Memo No. 15, series 2020.

In relation to that, the Information and Communications Technology Service, in coordination with Youth Formation Division, have released the **Supreme Pupil/Student Government Automated Election System (SPG/SSG-AES)**.

The Regional Information Technology Officers and Regional Youth Formation Focal Persons are tasked to orient their counterparts in the Schools Division Offices. Each division is tasked to select, train and assist minimum of one elementary school and one high school to use SPG/SPG-AES for the Synchronized Elections on **February 14, 2020**. More is preferred.

The schools to be selected must have a computer laboratory or devices that are connected to the same network. The schools' ICT coordinator or another personnel assigned by the Principal may serve as the system administrator, and shall assist the COMELEC and voters in the use of the system.

The ICTS and YFD will secure feedback from the school implementors on the week following the elections.



Office of the Undersecretary for Administration (OUA)

(Administrative Service (AS), Information and Communications Technology Service (ICTS), Disaster Risk Reduction and Management Service (DRMS), Bureau of Learner Support Services (BLSS), Baguio Teachers' Camp (BTC), Central Security & Safety Office (CSSO))

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The **SPG/SSG-AES** (Automated Election System) and its **installation and user guides** may be downloaded from bit.ly/DepEd-SPSGES. The feedback form will also be available through that link.

For queries, please join the **Workplace Group SPG/SSG-AES** (Automated Election System) at <https://my.workplace.com/groups/spg.ssg.aes/>.


ALAIN DELA PASCUA
Undersecretary



REPRODUCED FROM DEED 14
To be used by all DepEd Divisions
Office - Marikina City

