

DepEd Order No. 47, s. 2014

CONSTITUTION AND BY -LAWS OF THE SUPREME PUPIL GOVERNMENTS AND SUPREME STUDENT GOVERNMENTS IN ELEMENTARY AND SECONDARY SCHOOLS

OBJECTIVES

CONTENTS

OBJECTIVES

OBJECTIVES

- a. To help students develop passionate love of country, values and competencies that will enable them to realize their full potential and to contribute meaningfully in building the nation;

OBJECTIVES

b. To help develop a student – friendly, safe and motivating learning environment;

OBJECTIVES

c. To nurture an inclusive service – oriented, gender – sensitive and environment conscious community;

OBJECTIVES

d. To help students to develop self – confidence, critical thinking, problem – solving, decision – making, and to utilize these skills in contributing towards nation building;

OBJECTIVES

e. To empower the students to strive for excellence in the academics, leadership and social responsibility towards being proactive members of the society;

OBJECTIVES

f. Standardize the By – Laws
and Constitution in the
Supreme Pupil Governments
and Supreme Student
Governments;

OBJECTIVES

g. Standardize election code for the Supreme Pupil Governments and Supreme Student Governments to ensure fair, honest, orderly and properly coordinated elections;

OBJECTIVES

h. Provide reference in monitoring and evaluating the performance of the Supreme Pupil Governments and Supreme Student Governments;

OBJECTIVES

- i. Harness the Supreme Pupil Governments and Supreme Student Governments as partners in achieving quality education and academic excellence in school; and

OBJECTIVES

j. To make available real exposure, experience and learning in responsible and participative democracy and leadership.



SSG CONSTITUTION

PREAMBLE

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PREAMBLE

PREAMBLE

We, the students of (name of school), believing in the need for a better organized Supreme Pupil Government and Supreme Student Government and in the development of the youth as future leaders of the nation, do hereby promulgate and adopt this Constitution and By – Laws of the Supreme Pupil Governments and Supreme Student Governments in Elementary and Secondary Schools that shall advance, implement and maintain our goals and aspiration, embody the ideas and principles of freedom, equality, justice and democracy, and promote the welfare of all students and academic standards of our Alma Mater.



ARTICLE I

GENERAL

PROVISIONS

ARTICLE I

SECTION 1.

This Constitution and By-Laws shall be known as the Constitution and By – Laws of the Supreme Pupil Governments and Supreme Student Governments of (name of school) which shall be hereinafter be referred to as the SPG / SSG.

ARTICLE I

SECTION 2.

For purposes of this Constitution and By-Laws, the following words used shall have the meaning as ascribed to them in this section.

2.1 SPG refers to the Supreme Pupil Government

2.2 SSG refers to the Supreme Student Government of



ARTICLE II
NAME AND
DOMICILE

ARTICLE II

SECTION 1.

The name of this Supreme Pupil Government / Supreme Student Government shall be known as the (name of school) Supreme Pupil Government / Supreme Student Government which shall hereinafter be referred to as the SPG/SSG.

ARTICLE II

SECTION 2.

The seat of the SPG /SSG shall be located inside the premises of the school.



ARTICLE III
DECLARATION
OF PRINCIPLES,
OBJECTIVES
AND POLICIES

PRINCIPLES

ARTICLE III

SECTION 1.

The SPG / SSG shall have the power which emanates from the student body. It shall be autonomous, unified and the highest democratic representative of the student body.

ARTICLE III

SECTION 2.

The SPG / SSG shall uphold and adhere with the Mission Statement of the Department of Education “to protect and to promote the right of every Filipino to quality, equitable, culture – based and complete basic education” where “students learn in a child –friendly, gender – sensitive, safe and motivating environment”.

ARTICLE III

2.1 The Mission Statement of the Department of Education shall serve as the guide of the SPG / SSG in working to serve the best interest of the student body.

ARTICLE III

SECTION 3.

The SPG / SSG is founded on the principles of participatory democracy, responsible servant – leadership, collaboration, unity, accountability and efficiency in serving the student body.

ARTICLE III

SECTION 4.

The SPG / SSG shall be committed in putting these values, principles and ideals into action through academic, socio – civic, leadership programs and activities.

OBJECTIVES

ARTICLE III

SECTION 5.

The SPG / SSG shall be the forefront of the students' rights and welfare, and shall be the model of the students' excellence, grounded on good character, and deep sense of moral values.

ARTICLE III

SECTION 6.

The SPG / SSG shall have the following objectives:

6.1 to help students develop passionate love of country, values and competencies that will enable them to realize their full potential and to contribute meaningfully in building the nation;

ARTICLE III

SECTION 6.

6.2 to represent the students in the policy – making body of the school concerning the students' rights and welfare;

6.3 to help develop a student – friendly, safe and motivating environment

ARTICLE III

SECTION 6.

6.4 to nurture an inclusive, service – oriented, gender – sensitive, and environment conscious community;

6.5 to help develop self – confidence, critical thinking, problem – solving, decision – making and learning among the student body and to utilize these skills in contributing towards nation building.

ARTICLE III

SECTION 6.

6.6 to empower the students to strive for excellence in the academics, leadership, and social responsibility, to encourage the students to be proactive members of the society;

6.7 to uphold the values, principles and ideals of the Department of Education;

6.8 to serve, to protect and to promote the rights and welfare of every student.

POLICIES

ARTICLE III

SECTION 7.

The SPG / SSG shall be the highest governing body of the students.

ARTICLE III

SECTION 8.

The SPG / SSG shall pursue at all times, the values of honesty and integrity in service, renouncing all forms of corruption and acts which are contrary to the rules and regulations of the school and the Department of Education.

ARTICLE III

SECTION 9.

The SPG / SSG shall encourage an open communication and dialogue with other student organizations, movements, and other sectors of society not inconsistent with its principles and purposes.

ARTICLE III

SECTION 10.

The SPG / SSG shall remain at all times, accountable and transparent with all its transactions involving the interest of its constituents who they must serve with outmost responsibility, integrity, loyalty, efficiency and professionalism.

ARTICLE III

SECTION 11.

The SPG / SSG shall strive to pursue an independent stand, not dictated by any other sector, other than the students, as long as these are not contrary to the Mission – Vision Statement and Core Values of the Department of Education.



ARTICLE IV

MEMBERSHIP

ARTICLE IV

SECTION 1.

All bona fide students of (name of school) are members of the student body to whom the SPG / SSG shall be committed to serve and to be accountable at all times.



ARTICLE V

BILL OF RIGHTS

ARTICLE V

SECTION 1.

Every student has the right to learn in an inclusive, child – friendly, gender – sensitive, safe and motivating environment.

ARTICLE V

SECTION 2.

Every student has the right to enjoy responsible freedom of speech and expression.

ARTICLE V

SECTION 3.

Every student has the right to avail of all the services offered by the SPG / SSG which includes but not limited to organizing, joining and actively participating in clubs, organizations, groups and other associations for purposes not contrary to existing policies.

ARTICLE V

SECTION 4.

Every student has the right to conduct and to actively participate in all school activities and programs.

ARTICLE V

SECTION 5.

Every student has the right to information of the programs, rules, policies, regulations and other matters concerning them.

ARTICLE V

SECTION 6.

Every student has the right to suffrage, to apply for a position, to nominate, and to be elected into office, and to exercise electoral practices.

ARTICLE V

SECTION 7.

Every student has the right to responsible and independent operation of the student elections and student publication

ARTICLE V

SECTION 8.

Every student has the right to proper representation and participation in different meetings and assemblies of the school on issues affecting the welfare of the student body.

ARTICLE V

SECTION 9.

Every student has the right to
recall their SPG / SSG
representatives.

ARTICLE V

SECTION 10.

Every student has the right to
due process.

ARTICLE V

SECTION 11.

Every student has the right to professional competence from the teachers and school administration.

ARTICLE V

SECTION 12.

Every student has the right to be academically evaluated based on equal and objective criteria.

ARTICLE V

SECTION 13.

Every student has the right to an open and regular student – teacher and student – school administration dialogue.

ARTICLE V

SECTION 14.

Every student has the right to freely and responsibly express their concerns, views and grievances.

ARTICLE V

SECTION 15.

Every student has the right to equal, legitimate and responsible use of adequate, safe, clean and efficient school facilities.

ARTICLE V

SECTION 16.

All the rights as specified in DepEd Order No. 40, s. 2012 entitled DepEd Child Protection Policy but are nit specified herein are included as rights of the students.



ARTICLE VI
DUTIES AND
OBLIGATIONS
OF STUDENTS

ARTICLE VI

SECTION 1.

Every student has the responsibility to observe and to uphold the laws of the Republic of the Philippines, the rules and regulations of the School, and this Constitution at all times.

ARTICLE VI

SECTION 2.

Every student shall
exercise his / her rights
responsibly and in good faith.

ARTICLE VI

SECTION 3.

Every student shall support and promote the ideals, principles, thrusts and objectives of the SPG / SSG, the School and the Department of Education.

ARTICLE VI

SECTION 4.

Every student shall uphold the values of honesty and integrity.

ARTICLE VI

SECTION 5.

Every student shall endeavor to achieve academic excellence and shall abide by the rules and regulations governing his / her academic responsibilities.

ARTICLE VI

SECTION 6.

Every student shall pursue to nurture an inclusive, service – oriented, gender – sensitive, and environment conscious community.

ARTICLE VI

SECTION 7.

Every student shall abide by the
Supreme Pupil Government and
Supreme Student Government
Constitution and By – Laws.

ARTICLE VI

SECTION 8.

Every student shall support the activities and programs of the SPG / SSG and the Department of Education as approved by the appropriate DepEd issuances.

ARTICLE VI

SECTION 9.

Every student shall strive to become a better proactive member of the society and to contribute in the development of his / her community.



ARTICLE VII
POWERS, DUTIES AND
RESPONSIBILITIES OF
THE SPG / SSG

ARTICLE VII

SECTION 1.

The SPG / SSG shall be the highest governing body of the entire studentry.

ARTICLE VII

SECTION 2.

The SPG / SSG shall have the following functions and responsibilities:

ARTICLE VII

SECTION 2.

2.1 To uphold and enforce the provisions of the Supreme Pupil Government / Supreme Student Government By –
Laws and Constitution;

ARTICLE VII

SECTION 2.

2.2 To support and to promote the ideals, principles, thrusts, and objectives of the SPG / SSG, the School and the Department of Education;

ARTICLE VII

SECTION 2.

2.3 To ensure fair, efficient,
and effective delivery of
services to student body;

ARTICLE VII

SECTION 2.

2.4 To formulate and to recommend programs that will address relevant issues and concerns of the students;

ARTICLE VII

SECTION 2.

2.5 To plan, to implement,
and to enforce policies
designed to protect and
promote the students' rights
and welfare;

ARTICLE VII

SECTION 2.

2.6 To monitor and to evaluate the students' activities in the school and in the community;

ARTICLE VII

SECTION 2.

2.7 To create committees as may be necessary to address the needs of the students;

ARTICLE VII

SECTION 2.

2.7 To create committees as may be necessary to address the needs of the students;

ARTICLE VII

SECTION 2.

2.8 To make recommendations to school authorities regarding student matters, affairs and activities;

ARTICLE VII

SECTION 2.

2.9 To serve as a representative of the students in voicing their opinions, suggestions and grievances;

ARTICLE VII

SECTION 2.

2.10 To participate in the crafting and formulation of School Improvement Plan (SIP)

ARTICLE VII

SECTION 2.

2.11 To act as a
Coordinating Council of all co
– curricular organizations in
the School;

ARTICLE VII

SECTION 2.

2.12 To have such powers and duties as the school authorities and the student body may, from time to time, grant or delegate, consistent with stated principles, objectives and school policies;

ARTICLE VII

SECTION 2.

2.13 To spearhead all DepEd driven thrusts, projects, programs and activities of the SPG / SSG;

ARTICLE VII

SECTION 2.

2.14 To monitor and to coordinate with the Supreme Pupil Government / Supreme Student Government Commission on Elections every election period;

ARTICLE VII

SECTION 2.

2.15 To monitor and to coordinate elections of other recognized campus co – curricular organizations;

ARTICLE VII

SECTION 2.

2.16 To recommend to the School Head granting, renewal or revocation of accreditations of campus student organizations;

ARTICLE VII

SECTION 2.

2.17 To turn over financial assets, papers, documents, properties and other responsibilities to the incoming SPG / SSG Officers; and,

ARTICLE VII

SECTION 2.

2.18 To submit financial and accomplishment reports to the school authorities on a monthly basis. A terminal report must be submitted to the school authorities and the incoming SPG / SSG Officers during the turn – over of responsibilities.



ARTICLE VIII

COMPOSITION, ELECTION,
QUALIFICATIONS AND TERM
OF OFFICE OF THE SPG / SSG

ARTICLE VIII

SECTION 1.

The officers of the SPG are the duly elected President, Vice-President, Secretary, Treasurer, Auditor, Public Information Officer, Peace Officer and Grade Level Councilors.

ARTICLE VIII

SECTION 2.

The officers of the SSG are the duly elected President, Vice-President, Secretary, Treasurer, Auditor, Public Information Officer, Peace Officer, Grade Level Chairperson if and the Grade Level Representatives.

ARTICLE VIII

SECTION 3.

The Grade Level Councilor / Grade Level Representative who shall get the highest number of votes among the elected Grade Level Councilor / Grade Level Representative in their respective grade level shall serve as the Grade Level Chairperson of the grade level concerned.

ARTICLE VIII

SECTION 4.

All SPG / SSG elections
shall be conducted school -
wide annually

ARTICLE VIII

SECTION 5.

The campaign procedures and elections shall be in accordance with the SPG / SSG COMELEC Standard Election Code.

ARTICLE VIII

SECTION 6.

Candidates for all the
SPG / SSG elective
positions shall:

ARTICLE VIII

SECTION 6.

Candidates for all the
SPG / SSG elective
positions shall:

ARTICLE VIII

SECTION 6.

6.1 Be bona fide students;

6.2 Be of good academic standing with a general average of 85 and above without any failing grade during the 1st to 3rd grading period of the current school year;

ARTICLE VIII

SECTION 6.

6.3 Be of good moral character;

6.4 Have not been subjected to any disciplinary sanction;

6.5 Have submitted the SPG / SSG Election Application Packet to be approved by a representative of the SPG / SSG Commission on Elections;

ARTICLE VIII

SECTION 7.

Once elected, all SPG / SSG Officers, except the Grade Level Chairpersons, Councilors and Representatives, shall be considered resigned and ineligible from all major elective or appointive positions in other clubs and organizations. Major appointive positions shall refer to the positions of President, Vice President, Secretary, Treasurer, Auditor, Public Information Officer, Peace Officer or equivalent positions, including Editor – in – Chief, Managing Editor and Associate Editor of the School Paper or Publication.

ARTICLE VIII

SECTION 8.

No residency shall be required of the candidates for all the SPG / SSG elective positions.

ARTICLE VIII

SECTION 8.

The officers of the SPG / SSG shall hold office for one (1) school year.



ARTICLE IX
DUTIES AND
FUNCTIONS
OF STUDENT
GOVERNMENT
OFFICERS

SECTION 1

SPG / SSG

PRESIDENT

ARTICLE IX

SECTION 1.

The SPG / SSG President shall be the chief executive officer of the SPG/SSG. He / She shall have the following duties:

ARTICLE IX

SECTION 1.

1.1 Officially represent the student body at any function on or off the campus;

1.2 Preside over all meetings and / or may designate another officer to preside at a specific meeting;

1.3 Serve as ex-officio member of all executive committees;

ARTICLE IX

SECTION 1.

1.4 Enforce this Constitution, By –
Laws and other regulations that may be
promulgated;

1.5 Sign all the official minutes,
project proposals, resolutions,
correspondences, and other official
papers of the SPG / SSG;

ARTICLE IX

SECTION 1.

1.6 Represent the SPG / SSG or designate his / her representative for any external or internal affairs / functions;

1.7 Head the Coordinating Council of School Co – Curricular Organizations;

1.8 Implement SPG / SSG programs and projects;

ARTICLE IX

SECTION 1.

1.9 Create Ad Hoc Committees, as the need arises. The Chairperson shall be appointed by the SPG / SSG President; and,

1.10 Perform other functions inherent and incidental to his / her office.

SECTION 2

VICE

PRESIDENT

ARTICLE IX

SECTION 2.

The Vice President shall have the following duties:

2.1 Assist the President in all matters where his / her assistance is necessary;

2.2 Assume the Office of the President should the position become vacant;

ARTICLE IX

SECTION 2.

2.3 Supervise members in planning and arranging meetings or programs of activities;

2.4 Head the Internal Affairs Committee, conceptualize programs and projects and plan activities with the Grade Level Councilors / Representatives; and,

ARTICLE IX

SECTION 2.

2.5 Perform other
duties assigned by the
SPG / SSG.

SECTION 3

SECRETARY

ARTICLE IX

SECTION 3.

The Secretary shall have the following duties:

3.1 Keep accurate records of the minutes and document proceedings of every meeting;

3.2 Keep a file of all pertinent documents and papers of the SPG / SSG and make them accessible to the student body;

ARTICLE IX

SECTION 3.

3.3 Provide immediate documentations and reports for every implemented project;

3.4 Call and prepare all notices of SPG / SSG meetings;

3.5 Head of SPG / SSG Secretariat; and,

3.6 Perform other duties assigned by the SPG / SSG.

SECTION 4

TREASURER

ARTICLE IX

SECTION 4.

The Treasurer shall have the following duties:

4.1 Keep all financial records of the SPG / SSG and be one responsible for any information related to the student activity fund;

4.2 Serve as the disbursing officer of all the SPG / SSG's funds;

ARTICLE IX

SECTION 4.

4.3 Prepare the annual budget of the SPG / SSG;

4.4 Prepare accurate and transparent financial reports every month, after every activity, and at the end of term;

4.5 Formulate pertinent financial guidelines for the organization;

ARTICLE IX

SECTION 4.

4.6 Serve as an ex – officio member of any and all Financial Committee for the purpose of considering budgetary, and / or financial matters of the SPG / SSG;

4.7 Conduct an inventory of all SPG / SSG property and submit a report, in writing, of it condition and state; and,

4.8 Perform other duties assigned by the SPG / SSG.

SECTION 5

AUDITOR

ARTICLE IX

SECTION 5.

The Auditor shall have the following duties:

5.1 Certify the legitimacy and correctness of the disbursement of funds;

5.2 Audit all expenditures of the SPG / SSG funds;

5.3 Assist the Treasurer in formulating guidelines and reports;

ARTICLE IX

SECTION 5.

5.4 Keep and update inventory of all the SPG / SSG's property;

5.5 Act as the assistant head of the Finance Committee; and,

5.3 Perform other duties assigned by the SPG / SSG.

SECTION 6

PUBLIC

INFORMATION

OFFICER / P.I.O

ARTICLE IX

SECTION 6.

The Public Information Officer shall have the following duties:

6.1 Disseminate and promote the thrusts and objectives of the SPG / SSG;

6.2 Build and maintain a credible image of the SPG / SSG;

6.3 Take charge in the promotion of SPG / SSG projects and activities;

ARTICLE IX

SECTION 6.

6.4 Head the Publicity Committee; and,

6.5 Perform other duties assigned by the SPG / SSG.

SECTION 7

PEACE

OFFICER

/ P.O.

ARTICLE IX

SECTION 7.

The Peace Officer shall have the following duties:

7.1 Help the presiding officer to maintain peace and order during meetings;

7.2 Act as disciplinary officer, if necessary;

7.3 Maintain peace and order within the premises of the school;

ARTICLE IX

SECTION 7.

7.4 Act as chief peace officer and over all Sergeant-at-Arms of subordinate organization and classes;

7.5 Chair the Students' Welfare Committee and appoint its members; and,

7.6 Perform other duties assigned by the SPG / SSG.

SECTION 9
GRADE LEVEL
COUNCILOR/S

ARTICLE IX

SECTION 8.

The Grade Level Chairperson/s shall have the following duties:

8.1 Act as the grade level head coordinator of all SPG / SSG programs and projects to the Grade Level Councilor/s /Representative/s of his . Her grade level;

8.2 Perform other duties assigned by the SPG / SSG.

SECTION 9

GRADE LEVEL

CHAIRPERSON/S AND
REPRESENTATIVE/S

ARTICLE IX

SECTION 9.

The Grade Level Councilor/s and Representative/s shall have the following duties:

9.1 Represent his/her grade level in all of the meetings of the SPG / SSG;

9.2 Serve as the grievance desk for their respective grade level;

ARTICLE IX

SECTION 9.

9.3 Conceptualize and implement programs and projects for their respective grade level;

9.4 Assist in the effective implementation of the SPG / SSG's programs and projects; and,

9.5 Perform other duties assigned by the SPG / SSG.



ARTICLE X
PERMANENT
COMMITTEES IN
THE PUPIL /
STUDENT
GOVERNMENT

ARTICLE X

SECTION 1.

There shall be seven (7) permanent committees in the SPG / SSG; namely, the Executive Committee, Internal Affairs Committee, Secretariat Committee, Finance Committee, Publicity Committee, Students' Welfare Committee and Special Projects Committees. Members of each committee in the SPG / SSG shall be appointed by the President from among the officers of the homeroom organizations upon which the recommendation of the chairperson of the committee.

ARTICLE X

SECTION 2.

The Executive Committee shall be headed by the President and shall act as the administrative arm of the SPG / SSG.

ARTICLE X

SECTION 3.

The Internal Affairs Committee shall be headed by the Vice President and shall take charge of all the matters regarding the members of the SPG / SSG and their functions.

ARTICLE X

SECTION 4.

The Secretariat shall be headed by the Secretary shall be the official SPG / SSG work group.

ARTICLE X

SECTION 5.

The Finance Committee shall be headed by the Treasurer and shall be assisted by the Auditor. This committee shall take charge of all monetary matters and properties of the SPG / SSG.

ARTICLE X

SECTION 6.

The Publicity Committee shall be headed by the Public Information Officer and shall be responsible for disseminating information on matters concerning the SPG / SSG.

ARTICLE X

SECTION 7.

The Students' Welfare Committee shall be headed by the Peace Officer and shall look after the rights of the students and act upon their complaints.

ARTICLE X

SECTION 8.

The Special Projects Committee shall be headed by a person appointed by the President and shall implement special programs and projects of the Department of Education.

ARTICLE X

SECTION 9.

Other committees, permanent or ad hoc and in nature, may be created by the SPG / SSG as the need arises.



ARTICLE XI

HOMEROOM

CLASS

ORGANIZATIONS

ARTICLE XI

SECTION 1.

There shall be a homeroom class organization in every section composed of officers parallel to the organizational structure of the SPG / SSG.

ARTICLE XI

SECTION 2.

The homeroom class organization shall be responsible in implementing programs and projects of each class.

ARTICLE XI

SECTION 3.

The homeroom class organization shall assist the SPG / SSG in implementing its programs and projects.

ARTICLE XI

SECTION 4.

The homeroom class organization shall be guided by the designated class adviser who must be part of the teaching staff of the school.



ARTICLE XII
COORDINATING
COUNCIL OF CAMPUS
CO-CURRICULAR
ORGANIZATIONS

ARTICLE XII

SECTION 1.

The Coordinating Council shall be headed by the President of the SPG / SSG as the Chairperson.

ARTICLE XII

SECTION 2.

The Coordinating Council shall be composed of the different Presidents of all recognize legitimate campus co-curricular organizations.

ARTICLE XII

SECTION 3.

The Coordinating Council
shall have the following
functions:

ARTICLE XII

3.1 Coordinate school - wide activities, which need the participation and involvement of the whole student body.

3.2 Provide and support a consultative mechanism and support for the implementation of the various programs and projects of all co-curricular organizations.

ARTICLE XII

3.3 Plan programs and synchronize student activities in the campus.

3.4 Serve as a venue to present accomplishment report, financial reports and such other reports of the SPG / SSG and other organization as are necessary or required; and,

ARTICLE XII

3.5 Set rules and standards for the collection of membership fees or contributions by recognized campus co – curricular clubs or organizations for the approval of the School Head.

ARTICLE XII

SECTION 4.

The Coordinating Council shall meet at least once a month or upon notice of the Chairperson or upon the request of any of its members as often as the council may deem necessary.

ARTICLE XII

SECTION 5.

The School Head shall serve as the Adviser of the Coordinating Council. As such, all resolutions and agreements arrived at by the Coordinating Council shall be the noted by the School Head.



ARTICLE XIII

ADVISER

ARTICLE XIII

SECTION 1.

The SPG / SSG Adviser shall be endorsed to the School Head from among the three (3) teacher – nominees submitted by the newly – elected SPG / SSG officers through a resolution.

ARTICLE XIII

SECTION 2.

The SPG / SSG Adviser shall have the following qualifications:

2.1 Have experience organizational management;

2.2 With good character and reputation in the school and community;

ARTICLE XIII

SECTION 2.

2.3 Competent, able and willing to work with the student leaders from planning to implementation of projects, programs and activities.

ARTICLE XIII

SECTION 3.

The SPG / SSG Adviser shall monitor all programs, projects, activities and meetings of the SPG / SSG at all times.

ARTICLE XIII

SECTION 4.

The Advisorhip in the SPG / SSG Adviser shall be equivalent to one teaching load as per Republic Act No. 4670

ARTICLE XIII

SECTION 5.

The SPG / SSG COMELEC Adviser shall be endorsed to the School Head from among the three (3) teacher – nominees submitted by the COMELEC Chair through a resolution.

ARTICLE XIII

SECTION 6.

The SPG / SSG COMELEC Adviser shall have the following qualifications:

6.1 Have experience organizational management;

6.2 With good character and reputation in the school and community;

ARTICLE XIII

SECTION 6.

6.3 Must be non – partisan and experienced in handling student government elections.

ARTICLE XIII

SECTION 7.

The SPG / SSG COMELEC Adviser shall monitor all activities and meetings of the SPG / SSG COMELEC at all times.



ARTICLE XIV
COMMISSION
ON ELECTIONS

ARTICLE XIV

SECTION 1.

The Commission on Elections, herein referred to as the SPG / SSG COMELEC, shall be established within twenty one (21) days before the day of election.

ARTICLE XIV

SECTION 2.

The SPG / SSG COMELEC shall be the only agency that will manage the electoral process, including the campaign.

ARTICLE XIV

SECTION 3.

The SPG / SSG COMELEC members shall have the following qualifications:

3.1 Must be non – partisan;

3.2 Do not have a vested interest in the election; and

3.3 Not in any way related to any of the candidates.

ARTICLE XIV

SECTION 4.

The composition of the members in the SPG COMELEC shall be three (3) from Grade 4 and Grade 5 and four (4) from Grade 6.

ARTICLE XIV

SECTION 5.

The composition of the members in the SSG COMELEC shall be three (3) from each Grade level.

ARTICLE XIV

SECTION 6.

The members of the SPG / SSG
COMELEC shall be select a
Chairperson among its members.

ARTICLE XIV

SECTION 7.

The SPG / SSG COMELEC shall have the following duties and responsibilities:

ARTICLE XIV

7.1 Conduct fair, honest and systematic elections;

7.2 Adhere to the Standard SPG / SSG Election Code;

7.3 Validate the electoral proceedings and results;

7.4 Accept or revoke candidacy;

ARTICLE XIV

7.5 Proclaim the new set of officers;

7.6 Keep all pertinent election papers/documents;

7.7 Decide on protestd relative to the conduct and result of the elections

ARTICLE XIV

7.8 Prepare and distribute the necessary election paraphernalia, certificate of candidacy forms and other election related materials before, during, and after the election; and,

ARTICLE XIV

7.9 Disqualify candidates who have violated any of the guidelines, which have been promulgated.



ARTICLE XV

**THE GENERAL
ASSEMBLY**

ARTICLE XV

SECTION 1.

The General Assembly of the SPG / SSG shall be composed of all elected Homeroom Class Organization Presidents of the school.

ARTICLE XV

SECTION 2.

The General Assembly shall be a forum for information and consultations, which decisions shall be significantly considered.

ARTICLE XV

SECTION 3.

The General Assembly shall be convened by the SPG / SSG President once every two months and as the need arises.



ARTICLE XVI

MEMBERSHIP TO THE
DIVISION, REGIONAL
AND NATIONAL
FEDERATIONS OF
SUPREME STUDENT
GOVERNMENTS

ARTICLE XVI

SECTION 1.

The SSG, shall be, and shall remain to be, an automatic member of the Division, Regional and National Federation of Supreme Student Governments.

ARTICLE XVI

SECTION 2.

As such, this SSG shall abide by the rules and regulations issued by the proper federation consistent with the policies and guidelines of the Department of Education.



ARTICLE XVII

MEETING

AND

QUORUM

ARTICLE XVII

SECTION 1.

The SPG / SSG shall conduct regular meetings every first week of the month or as agreed upon by the officers of the SPG / SSG.

ARTICLE XVII

SECTION 2.

Special meetings of the SPG / SSG may be called upon by the President or by a majority of the SPG / SSG officers.

ARTICLE XVII

SECTION 3.

Majority of the officers of the SSG (50% + 1) shall constitute a quorum.

ARTICLE XVII

SECTION 4.

Each member of the
SPG / SSG is entitled to
only one vote.

ARTICLE XVII

SECTION 5.

If the votes end in draw, the SPG / SSG President or the Acting Chair of the meetings shall cast the vote to break the tie.

ARTICLE XVII

SECTION 6.

No proxy shall be allowed
when voting.



ARTICLE XVIII

FINANCE

ARTICLE XVIII

SECTION 1.

All receipts of moneys from all sources shall be evidenced by acknowledgement receipts.

ARTICLE XVIII

SECTION 2.

A monthly report on the receipts and / or collections made by signed Treasurer and the President, and noted by the SPG / SSG Adviser shall be posted on the SPG / SSG Bulletin Board and be submitted to the School Head.

ARTICLE XVIII

SECTION 3.

The SPG / SSG shall deposit all funds received collected and shall maintain banking connection for the regular and savings account of the SPG / SSG.

ARTICLE XVIII

SECTION 4.

The organization may accept cash donations from any member or any public or private person or institution, for as long as it will not affect or compromise the integrity of the SPG / SSG.

ARTICLE XVIII

SECTION 5.

The SPG / SSG may undertake fund – raising activities to subsidize its projects and activities for as long as it will not affect or compromise the integrity of the SPG / SSG.

ARTICLE XVIII

SECTION 6.

The SPG / SSG shall enjoy the freedom to determine its priorities in the disbursement of its funds, provided that it shall be actually, directly and exclusively used to support and / or finance SPG / SSG programs, projects and activities.

ARTICLE XVIII

SECTION 7.

All disbursement and bank withdrawals shall be made in accordance with the programs, projects and activities of the SPG / SSG embodied in the yearly action plan endorsed by the SPG / SSG Adviser and duly approved by the School Head.

ARTICLE XVIII

SECTION 8.

The SPG / SSG President and the Treasurer shall be the signatory of all fund disbursements and bank withdrawals of the SPG / SS. All fund disbursements and bank withdrawals must be accompanied with an SPG / SSG resolution duly noted by the SPG / SSG Adviser. All expenses must be supported by official receipts. The School Head shall be provided a copy of all these resolutions relative the disbursement made.

ARTICLE XVIII

SECTION 9.

The SPG / SSG, through the Treasurer and the Auditor, shall promulgate financial guidelines for proper financial management.

ARTICLE XVIII

SECTION 10.

At the end of every activity, the SPG / SSG shall liquidate expenses before another disbursement. Without this, the succeeding bank withdrawals shall not be authorized. Funds of the SPG / SSG shall be audited at the end of the term of the SPG / SSG and at the end of every activity.

ARTICLE XVIII

SECTION 11.

Financial statements shall be posted in the SPG / SSG Bulletin Board every month, printed in every issue of the school paper and the School Head must be furnished with a copy.



ARTICLE XIX
IMPEACHMENT,
RESIGNATION
AND VACANCIES

ARTICLE XIX

SECTION 1.

The officers of the SPG / SSG may be impeached on the following grounds:

1.3 Non – attendance in both regular and special meetings for three (3) times without valid cause; and,

1.4 Abuse or misuse of power and authority.

ARTICLE XIX

SECTION 1.

The officers of the SPG / SSG may be impeached on the following grounds:

1.1 Culpable violations of the Constitution and By-Laws;

1.2 Gross misconduct, violence to person in authority, negligence, and disloyalty to the cause of the SPG / SSG and the school;

ARTICLE XIX

SECTION 2.

Two-third (2/3) vote of the General Assembly shall be necessary to decide after hearing a case of impeachment.

ARTICLE XIX

SECTION 3.

The decision of the General Assembly shall be final. However, the officer charged shall be informed twenty (20) days prior to his/her impeachment case proceedings, of the charge/charges and against him/her, to afford him/her the opportunity to be heard with or without a counsel in his/her defense.

ARTICLE XIX

SECTION 4.

Resignation of an elected officer shall be in writing and shall take effect five (5) days after the approval of the majority of the SPG / SSG officers.

ARTICLE XIX

SECTION 5.

Resignation of an elected officer shall be in writing and shall take immediately after the approval of the appointing authority.

ARTICLE XIX

SECTION 6.

Any vacancy in any of the position for the reason of death, resignation, impeachment, shall be filled, subject to the recommendation of the SPG / SSG.

ARTICLE XIX

SECTION 7.

Any vacancy in the SPG / SSG, except the position of the President, shall be filled within ten (10) school days from the day the position is rendered or considered vacant, by appointment of the President from among the officers of the SSG. Immediately upon the appointment, the officer appointed shall serve the remaining period.

ARTICLE XIX

SECTION 8.

The SPG / SSG COMELEC shall certify as the vacancy occurring in the SPG / SSG and the SPG / SSG Adviser shall certify the fact of appointment of the officer to the vacant position.



ARTICLE XX

**RATIFICATION
OF THE
CONSTITUTION**

ARTICLE XX

SECTION 1.

This Constitution and By-Laws may be amended or modified in full or in part once every three (3) years from its official issuance through a DepEd Order or Memorandum.

ARTICLE XX

SECTION 2.

The school SPG / SSG, the Division and/or Regional Federations of Student Governments may propose amendments. Such proposal shall be carried through a resolution duly signed and concurred in by a majority vote of the School SPG / SSG officers, the Division or Regional Federation officers concerned voting separately.

ARTICLE XX

SECTION 3.

Proposed amendments shall be transmitted to the Office of the Undersecretary for Regional Operations at least one (1) month before the holding any national conference or events organized for the purpose, where the same shall be submitted for consultation, discussion and deliberation.

ARTICLE XX

SECTION 4.

Amendments to this Constitution and By-Laws shall take effect immediately upon its ratification, and approval of the Secretary of the Department of Education.



Mga Sanggunian

DepEd Order No. 47 s. 2014

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- ▶ All is well, all is well, all is well
- ▶ May the odds be ever in your favor
- ▶ Good vibes =)
- ▶ Hakuna matata

"PURSUE EXCELLENCE, AND SUCCESS WILL FOLLOW, PANTS DOWN"

3 IDIOTS



MARAMING SALAMAT PO!

Inihanda ni:

JARED RAM A. JUEZAN

SSG Adviser

Bernardo F. San Juan NHS

December 27 – 29, 2014

