

Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
Negros Island Region

**SCHOOLS DIVISION OF NEGROS ORIENTAL**  
**Office of the School Governance and Operations Division**

Capital Area, Dumaguete City

www.depednegor.net

negros.oriental@deped.gov.ph

SGOD Office (035) 225 - 6180

September 14, 2016


**DIVISION MEMORANDUM**

No. 546 s. 2016

**2- DAY CONFERENCE OF ALL SSG & SPG DISTRICT COORDINATORS & OATH-TAKING OF THE ELECTED  
FEDERATED SSG AND SPG OFFICERS FOR SY 2016-2017**

To: District Supervisors/District In-Charge  
All Elementary and Secondary School Heads  
District SSG/SPG Coordinators  
All Others Concerned

1. The Supreme Pupil/Student Government Program of this division will conduct a 2-Day Conference of All SSG & SPG District Coordinators and Oath-Taking Ceremony of the Elected Federated SSG & SPG Officers for the SY 2016-2017 on the following dates:
  - **September 28, 2016- for Supreme Pupil Government (SPG) District Coordinators**
  - **September 29, 2016- for Supreme Student Government (SSG) District Coordinators**
2. Participants to this meeting are all the SSG and SPG District Coordinators, Elected Division Federated SSG and SPG Officers for SY 2016-2017 together with their SPG/SPG Advisers.
3. All SSG & SPG District Coordinators are requested to bring the following:
  - a. Designation as District SSG/SPG Coordinator signed by the PSDS/DIC (hard copy)
  - b. Accomplishment report of SSG/SPG activities done. (in soft copy with pictures)
  - c. Accomplished YFP Form 1 in excel form (pls. refer to the attached file)
  - d. Accomplished YFP Form 2 in excel form (pls. refer to the attached file)
4. A registration fee of P200.00 shall be collected per participant to cover for 1 lunch and 2 snacks. Registration fees and travelling expenses shall be charged to school MDOE/SSG/SPG funds while participants from the implementing units shall pay directly to the cash section subject to the usual accounting and auditing rules and regulations.
5. For the information, guidance and compliance of all concerned.

  
**LELANI T. CABRERA, CESE**  
Assistant Schools Division Superintendent  
9/15/16, Office In-Charge



15 SEP 2016



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YFP FORM 1

**CONSOLIDATED REPORT OF ELECTED SPG & SPG PRESIDENT BY SCHOOLS**  
**SY 2016-2017**

\_\_\_\_\_ District

NAME OF SCHOOLS	ADDRESS OF SCHOOLS	CONTACT NO. OF ADVISER	NAME OF SCHOOL HEAD	NAME OF ADVISER	NAME OF PRESIDENT	DATE OF ELECTION (SCHOOL)

NAME OF DISTRICT SSG/SPG COORDINATOR \_\_\_\_\_

PUBLIC SCHOOLS DISTRICT SUPERVISOR/DISTRICT IN-CHARGE \_\_\_\_\_





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YFP FORM 2

**DISTRICT FEDERATED SSG/SPG OFFICERS FOR SY 2016-2017**

\_\_\_\_\_ District

POSITION	NAME	SCHOOL	GRADE LEVEL	SEX	CONTACT NO.	NAME OF ADVISER

\_\_\_\_\_  
NAME OF DISTRICT SSG/SPG COORDINATOR

\_\_\_\_\_  
PUBLIC SCHOOLS DISTRICT SUPERVISOR/DISTRICT IN-CHARGE