



February 13, 2019

DIVISION MEMORANDUM

No. 102, s. 2019

TO : Assistant Schools Division Superintendents  
Chiefs (CID & SGOD)  
Division Education Supervisors & Division Coordinators  
District Supervisors/District In-Charge  
All Elementary & Secondary School Heads  
All SPG & SSG Advisers  
All Others Concerned

SUBJECT : **SSG/SPG ACTION PLAN AND OTHER MATERIALS**

1. As part of the Capability Building of all Supreme Student Government (SSG) Advisers and Supreme Pupil Government (SPG) District Coordinators held last February 7-9, 2019 at Hotel Palwa, Dumaguete City, **two (2) ACTION PLANS** are hereby required to be submitted by the SSG/SPG through the SSG Advisers and SPG District Coordinators detailing the SSG/SPG activities for the following periods:
  - a. For the period March to May 2019
  - b. For the school year June 2019 to 2020
2. Attached is the template for the said action plans to be submitted to [negor.youthformation@gmail.com](mailto:negor.youthformation@gmail.com) on or before March 8, 2019 and cc a copy to the Project Development Officers (PDOs) through the following emails:
  - 1st Congressional District:  
ENGR. ERWIN C. PINUTO | [sachabiline@gmail.com](mailto:sachabiline@gmail.com)
  - 2nd Congressional District:  
GIZELLE B. KITANE | [gizelle.kitane@deped.gov.ph](mailto:gizelle.kitane@deped.gov.ph)
  - 3rd Congressional District:  
RUBY JEAN E. M. BIDAURE | [rubyjeanestrellita.bidaure@deped.gov.ph](mailto:rubyjeanestrellita.bidaure@deped.gov.ph)
3. The action plan, references and other materials can be accessed online through the link <https://tinyurl.com/ssgspgmaterials> and must be observed using the presentations.
4. For the information, guidance and compliance of all concerned.

14 FEB 2019

WILFREDA D. BONGALOS, Ph. D., CESO V  
Schools Division Superintendent  
2/14/19

