



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region VII, Central Visayas

SCHOOLS DIVISION OF NEGROS ORIENTAL
www.depednegor.net

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DIVISION MEMORANOUm

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CAPABILITY BUILDING OF ALL SUPREME STUDENT GOVERNMENT (SSG) ADVISERS & ALL SUPREME PUPIL GOVERNMENT (SPG) DISTRICT COORDINATORS ON PEER SUPPORT GROUP AND REVIEW OF THE ELECTION CODE & GUIDELINES

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

1. The Schools Governance & Operations Division (SGOD) through the Youth Formation Program (YFP) will be conducting a Capability Building of All Supreme Student Government (SSG) Advisers and All Supreme Pupil Government (SPG) District Coordinators on Peer Support Group and Review on the Election Code & Guidelines on February 7-9, 2019 at Hotel Palwa, Dumaguete City, Negros Oriental.
2. Participants to this activity are the following:
 - a. **ALL SSG ADVISERS (1 PER SECONDARY SCHOOL)**
 - b. **ALL DISTRICT SPG COORDINATORS (1 PER DISTRICT)**
3. Food (1 lunch and 2 snacks per day) of participants and facilitators shall be charged to the HRTD funds while travelling, and other incidental expenses of participants shall be charged to School MOOE/other local funds subject to the usual accounting and auditing rules and regulations.
4. One (1) day Service Credit will be granted to the teachers while one (1) day Compensatory Over-Time Credit will be granted to the Non-teaching personnel who will be attending the activity upon submission of a duly accomplished DTR.
5. This serves as **TRAVEL ORDER**.
6. For the information, guidance and strict compliance of all concerned.

WILFREDA D. BONGALOS, Ph.D., CESO V
Schools Division Superintendent