



Republic of the Philippines
Department of Education
Cordillera Administrative Region
DIVISION OF BAGUIO CITY
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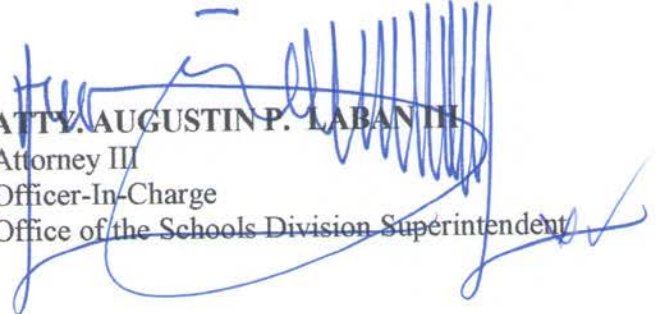
DIVISION MEMORANDUM

No. 66, s. 2017

**Submission of Supreme Pupil Government and Supreme Student Government
Annual Accomplishment Report for SY 2016-2017**

To: **All Public Elementary and Secondary School Heads**
Supreme Pupil Government Advisers
Supreme Student Government Advisers
Others Concerned

1. This Office announces the submission of School Year 2016-2017 SPG and SSG annual accomplishment reports.
2. The annual accomplishment report template can be downloaded at depedpines.com with a file name "*Supreme Student Government and Supreme Pupil Government Annual Report Template*". Please strictly follow the template and include **narrative report** of every activity that was conducted.
3. Schools are also advised to include the SSG/SPG Election 2017 as part of their annual accomplishment report with a list of the newly elected officers and new advisers together with their corresponding contact numbers. Thus, the names of the current officers will still appear on top of the annual accomplishment report as indicated in the template.
4. Please submit the annual accomplishment report to the Youth Formation Program Coordinators at the Planning and Research Section on or before **24 March 2017**.
5. Immediate and wide dissemination of this Memorandum to all concerned is desired.


ATTY. AUGUSTIN P. LABAN III
Attorney III
Officer-In-Charge
Office of the Schools Division Superintendent