



Republic of the Philippines  
Department of Education  
Cordillera Administrative Region  
**DIVISION OF BAGUIO CITY**  
#82 Military Cut-off, Baguio City  
Fax: (074) 442-7819



MAR 15 2017

RELEASED

DIVISION MEMORANDUM

No. 88, s. 2017

**ELECTION OF DIVISION FEDERATION OF  
SUPREME PUPIL GOVERNMENT (SPG) AND  
SUPREME STUDENT GOVERNMENT (SSG) FOR SY 2017-2018**

To: **All Public Schools District Supervisors**  
**Public Elementary and Secondary School Heads**  
**Newly Appointed SPG and SSG Advisers**  
**Newly Elected SPG and SSG Presidents**  
**Division Federated SPG and SSG Advisers (Officers)**

1. Pursuant to DepEd Order No. 47, s. 2014 entitled *Constitution and By-Laws of the Supreme Pupil Government and Supreme Student Government*, the organization of a student government (SG) aims to establish a representative body that fosters leadership and promote learners welfare and excellence for all.
2. To realize the said program, the Division of Baguio City through the Youth Formation Program Coordinators (YFPCs) will be hosting the School Year (SY) 2017-2018 Division Federation Election. All newly elected SPG and SSG Presidents are required to attend the said election on **28 March 2017**. Likewise, newly appointed advisers must accompany their pupil/student.
3. Outgoing Division Federation of Supreme Pupil Government and Supreme Student Government (Officers) are requested to facilitate the upcoming Division Federation election. Election materials can be claimed by the facilitators at the Planning and Research Section before the start of the activity. Enclosures of this Memorandum are list of facilitators, schedules of activities and other instructions.
4. For other queries and clarifications do not hesitate to call the Youth Formation Program Coordinators at 446-6738 or 09488294021.
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



Republic of the Philippines  
Department of Education  
Cordillera Administrative Region  
**DIVISION OF BAGUIO CITY**  
#82 Military Cut-off, Baguio City



Fax: (074) 442-7819

Enclosure 1 to Division Memorandum Number \_\_\_\_ s. 2017

**Schedules of activities, list of facilitators, oath of Office and other instructions**

**Schedule of Activities**

Activity	Facilitators	Division Federated Officers SY 2016-2017	Venue	Time
Election of division federation presidents (SSG)	<b>Emil Noveno</b> (Mil-an NHS) <b>Primo Angagan</b> (Baguio City HS)	SSG President SSG Vice President	Division Office Conference Hall (3rd Floor)	8:30-10:00
Election of division federation advisers (SSG)	<b>Adoniram Basingan</b> (Bakakeng NHS) <b>Mary Joyce Castillo</b> (San Vicente NHS)	SSG Secretary SSG Treasurer	Division Office Conference Hall (3rd Floor)	10:00-11:30
Election of division federation presidents (SPG)	<b>Mary Solang</b> (Magsaysay ES) <b>Jackielou Basawil</b> (Holy Ghost Ext. ES)	SPG President SPG Secretary	Manuel L. Quezon ES Function Hall	8:30-10:00
Election of division federation advisers (SPG)	<b>Richard Caranto</b> (E. Quirino ES) <b>Amalia Alisto</b> (Rizal ES)	SPG Vice President SPG Auditor	Manuel L. Quezon ES Function Hall	10:00-11:30
Short meeting with newly elected officers (advisers only)	Jimmy S. Santos and Samuel F. Bab-anga	Youth Formation Program Coordinators	Division Office Conference Hall (2 <sup>nd</sup> floor)	1:00-2:00

*Instruction: Distribution of certificates of recognition to outgoing SSG Division Federation (advisers) will follow after elections. Please assign one adviser to do the documentation for every election*

**Suggested Program Matrix**

- Nationalistic song
- Prayer
- Self-introduction or message from the candidates/nominees
- Casting of votes
- Proclamation of winners
- Oath taking

*Communications/YFPC/March 2017*





Republic of the Philippines  
Department of Education  
Cordillera Administrative Region  
**DIVISION OF BAGUIO CITY**  
#82 Military Cut-off, Baguio City  
Fax: (074) 442-7819



*Enclosure 2 to Division Memorandum No \_\_\_\_ s. 2017*

**Instruction:** *The following positions will be elected by the student government presidents. Same positions will be adapted to adviser's federation during election.*

**SPG Division Federation Officers**

President  
Vice President  
Secretary  
Treasurer  
Auditor  
P.I.O  
Peace Officer  
District Representatives

**SSG Division Federation Officers**

President  
Vice President  
Secretary  
Treasurer  
Auditor  
P.I.O  
Peace Officer  
District Representatives

**Instruction:** *Oath taking should be conducted right after every election; this will also be facilitated by the Division Federation Officers.*

**Oath of Office of Division Federation Officers**

I, \_\_\_\_\_, having been elected to the position of \_\_\_\_\_ of the Division Federation of Supreme Pupil Government/ Supreme Student Government, do hereby solemnly swear, that I will conscientiously and faithfully discharge to the best of my ability the duties and responsibilities of my Office. That I will uphold and defend the federation's Constitution and By-Laws and bear true faith and allegiance to the same; that I will obey and enforce the laws, rules and regulations and policies of the federation; that I will actively participate and support all federation activities and programs. And finally, I shall impose this obligation upon myself, voluntarily and without mental reservation or purpose of evasion. So help me God.