



Republic of the Philippines
DEPARTMENT OF EDUCATION
 Cordillera Administrative Region
SCHOOLS DIVISION OFFICE OF BENGUET
 Wangal, La Trinidad, Benguet 2601

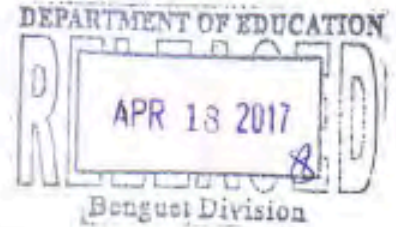


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April 17, 2017

DIVISION MEMORANDUM
 No. 077 s. 2017

To: **Chief Supervisors (SGOD and CID)**
PSDS and Coordinating Principals
Schools Heads
SPG and SSG Advisers



Subject: **DIVISION SEMINAR-WORKSHOP of SPG AND SSG ADVISERS**

1. Relative to the Synchronized Election Calendar for Supreme Pupils Government (SPG) and Supreme Students Government (SSG); for School Year 2017-2018, the new set of officers and advisers shall come up with a General Plan of Action (GPOA) for their entire term to be facilitated by SPG/SSG Advisers.
2. There shall be a **Division Capability Building Seminar-Workshop of SPG and SSG Advisers on May 3-5, 2017**. Venue shall be announced later.
3. The Division Capability Building aims to:
 - a. Enable the participants to identify the needs of students that would serve as a guide in preparing and identifying programs and activities
 - b. Enhance the knowledge and skills of participants on project/program/activity management and action planning
 - c. Create a standard division guidelines on the implementation of youth formation programs, activities and projects
4. Furthermore, this activity shall be a basis for the advisers to conduct parallel district or school-based training of new set of officers in partnership with the Youth Formation Coordinators for the coming school years.
5. Participants to this capability building are the following:

Public Elementary: SPG Advisers (2 per District)- to be identified by PSDS's and Coordinating Principals	28
All Public High Schools: All SSG Advisers	59
Division Personnel and Resource Speakers	6
Total No. of Participants	93

6. Lunch and snacks of the participants shall be charged against the Division MOOE while travel and accommodation expenses shall be charged against local funds subject to usual accounting and auditing rules and regulations.
7. Three (3) day service credits shall be granted to all teacher participants.
8. Widest possible dissemination of this information is desired.