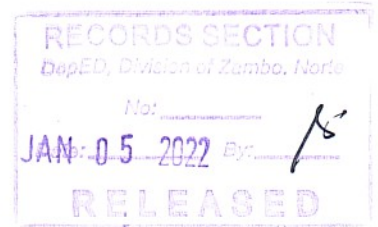




Republic of the Philippines
Department of Education
Region IX, Zamboanga Peninsula
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE



Division Memorandum

No. 04 s. 2022

TO: Public Schools District Supervisors/PICDs
Secondary School Heads
Elementary School Heads
District Student Activity Coordinator
SSG/SPG Advisers
All Others concerned

FROM: **MA. LIZA R. TABILON EdD, CESO V**
Schools Division Superintendent

SUBJECT: **UPDATING OF SUPREME PUPIL/STUDENT GOVERNMENT
ADVISER DESIGNATION ORDER**

DATE: January 3, 2022

1. In view of DO 47 s. 2014 entitled "Constitution and By-Laws of the Supreme Pupil Government and Supreme Student Government in Elementary and Secondary Schools", recognizing the roles of advisers in fulfilling the student government programs that empowers and hones the learner's leadership skills in the school level.
2. In connection to this, School Heads are requested to update the Adviser's Designation Order by submitting (2) copies of the said order to their respective District Student Activity Coordinator for submission to the Division Office.
3. For the template of the Designation Order please see attachment and access the soft copy through <https://bit.ly/SGPAdvisorshipDO2022>.
4. For queries and questions you may contact message us through our Facebook Page *DepEd Tayo Youth Formation Zamboanga del Norte* or email us at yfs.zdn@deped.gov.ph.
5. Wide dissemination of this memorandum is desired.

Attachment: as stated

SGODYFS/SGPAdviserDesignationOrder/DM-001-2021/01032022

N-avigating
O-pportunities to
R-eengineer for
T-ransformation &
E-mpowerment



Capitol Drive, Estaka, Dipolog City, 7100
Tel No.: (065) 212-5843
e-mail address: zn.division@deped.gov.ph



"Be and Do Much Better Each Day
with a Sense of Urgency"



Republic of the Philippines
 Department of Education
 Region IX, Zamboanga Peninsula
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE

Sample Only

Attachment to DM ___ s. 2022

DESIGNATION ORDER

No. _____ s. 2021

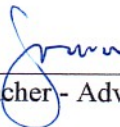
TO: **JUANA E. VERSUZA**
 Teacher I

FROM: 
MARCUS T. SANTOS
 Principal - I

SUBJECT: **DESIGNATION AS SUPREME PUPIL GOVERNMENT ADVISER**

DATE: January 4, 2022

1. In the exigency of service, you are hereby designated as Adviser of the Supreme Pupil Government of Maganda Elementary School – Mabuhay District, in addition to your present duties and responsibilities.
2. As such, you shall;
 - a. Monitor all programs, projects, activities, and meetings of the SSG/SPG at all times;
 - b. Oversee and examine all the SSG’s internal/external processes and leadership practices
 - c. Promote good governance and transparency
 - d. Ensure the academic excellence as well as the social and emotional welfare of the SSG officers.
 - e. Give feedback to officers with regard to their performance in the organization.
3. Advisorship shall be equivalent to one (1) teaching load as per RA 4670. For guidance and compliance.

Conformed: 

 Teacher - Adviser

 Date

Attested by:

JOY E. LETRAN-SINGSON, EMD
 Chief, SGOD

Reference: DO 47 S. 2014 Constitution and By-Laws of the Supreme Pupil Government in Elementary Schools and Supreme Student Government in Secondary Schools.; DO 11 s. 2016 Additional Guidelines to DO 47, s. 2014 (Constitution and By-Laws of the Supreme Pupil Government in Elementary Schools and Supreme Student Government in Secondary Schools.)

| Adviser’s Details | |
|-------------------|---------------|
| Contact Number | 0911-111-1111 |
| Email Address | Email.gov.ph |

