

Republic of the Philippines  
DEPARTMENT OF EDUCATION  
**CORDILLERA ADMINISTRATIVE REGION**



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REGIONAL MEMORANDUM  
No. 018 - 2017

**TRAINING FOR SUPREME STUDENT GOVERNMENT AND SUPREME PUPILS GOVERNMENT  
ADVISERS, SCHOOL HEADS, AND YOUTH FORMATION COORDINATORS**


To: **Schools Division Superintendents**

1. The Department of Education (DepEd) through the Youth Formation Division-Bureau of Learner Support Services (YFD-BLSS) will conduct a three-day **Training for Supreme Student Government (SSG) and Supreme Pupils Government (SPG) Advisers, School Heads, and Youth Formation Coordinators**. This is pursuant to DepEd Order No. 47, s. 2014 entitled *Constitution and By-Laws of the Supreme Student Government and Supreme Pupils Government in Elementary and Secondary Schools*, and DepEd Order No. 11, s. 2026 entitled *Additional Guidelines on the Constitution and By-Laws of the Supreme Student Government and Supreme Pupils Government in Elementary and Secondary Schools*.
2. The training generally aims to enhance task-related leadership competencies, attitudes, skills, and knowledge by exposing the teacher-advisers, school heads, and Youth Formation Coordinators to best practices of leaders, innovators, and organizations from various fields through creative education, interactive plenary and break-out sessions, ideation and design innovations
3. Specifically, the Training aims to:
  - a. help the participants understand the operations within the SSG/SPG, among other student organizations;
  - b. provide them a venue to exercise and deepen their understanding of issues or concepts that resolve around the school and community;
  - c. provide them a venue for collaborative and integrative projects, ideation, formulation, and critique of the dynamic, feasible, doable, and concrete plan of activities and social innovations for implementation in the schools;
  - d. establish a pool and bonded community of public school student leaders and advisers that continuously perform the duty to excel and to lead; and

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- e. increase engagement of public school student leaders, advisers, and other stakeholders for school governance and community development.
4. The training for Luzon II Cluster (Regions II, III, NCR and CAR) shall be conducted on January 20-22 , 2017 at the Baguio Teachers Camp, Baguio City. Check in Time and Date will be 2:00 PM on January 19, 2017.
  5. The participants for this training are one SSG Adviser; one SPG Adviser; one Elementary School Principal; one Secondary School Principal and one Division Youth Formation Coordinator. There shall be a maximum of five representatives from each Schools Division which should be endorsed by the Schools Division Superintendents.
  6. The participants, trainers, and management staff in the training shall be entitled to service credits in accordance with DepEd Order No. 53, s. 2003 entitled *Updated Guidelines on Grant of Vacation Service Credits to Teachers*. On the other hand, non-teaching staff shall be provided with Compensatory Time-Off (CTO) per Civil Service Commission (CSC) and Department of Budget and Management (DBM) Joint Circular No. 2, s. 2004 entitled *Non-Monetary Remuneration of Overtime Service Rendered*.
  7. Training costs, which cover board and lodging, honoraria of resource speakers, supplies and materials, and other incidental expenses shall be charged against OSEC Funds, while travel expenses of the participants to be reimbursed upon presentation of travel documents is chargeable also against OSEC Funds subject to usual accounting and auditing rules and regulations.
  8. Enclosed is the consolidated list of participants submitted by the Schools Divisions to the Education Support Services Division, this Office, which was submitted to the Youth Formation Division-Bureau of Learner Support Services, Central Office
  9. Immediate dissemination of this Memorandum is desired.

  
**BEATRIZ G. TORNO, Ph.D., CESO IV**  
OIC-Regional Director