

Republika ng Pilipinas
Kagawaran ng Edukasyon
Tanggapan ng Pangalawang Kalihim

OUA MEMO 00-0322-0069
MEMORANDUM
07 March 2022

For: **Regional Directors and BARMM Education Minister
Schools Division Superintendents
Regional and Division Youth Formation Coordinators**

Subject: **FINALIZATION OF THE CONSTITUTION & BY-LAWS OF THE
SUPREME PUPIL GOVERNMENT & SUPREME STUDENT
GOVERNMENT IN ELEMENTARY & SECONDARY SCHOOLS**

The Office of the Undersecretary for Administration (OUA), through the Bureau of Learner Support Services-Youth Formation Division (BLSS-YFD), will conduct a **face-to-face session** on the **Finalization of the Constitution and By-Laws (CBL) of the Supreme Pupil Government (SPG) and Supreme Student Government (SSG) in Elementary and Secondary Schools**. This will be held **from 14 to 19 March 2022 (Monday to Saturday)**, in Angeles City, Pampanga.

The activity aims to consolidate validation results, revise the provisions and other stipulations based on recommendations, and finalize the draft legal document through group discussions, consultations and joint sessions for the effective operation and management of Student Governments in schools.

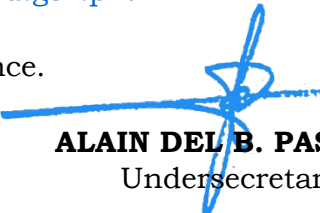
In this regard, BLSS-YFD would like to request the participants identified in **Annex A** to attend the activity.

Traveling and other related expenses of the participants shall be charged to the Regional/Division MOOE-Program Support Fund (PSF) downloaded for the purpose, subject to the usual accounting and auditing rules and regulations.

Please refer to **Annex B** for the Tentative Program for your reference.

For more information, please contact Mr. Adolf P. Aguilar, Chief of the BLSS-YFD, through 0919 093 4914 or email at blss.yfd@deped.gov.ph.

For immediate dissemination and compliance.


ALAIN DEL B. PASCUA
Undersecretary



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Office of the Undersecretary for Administration (OUA)

[Administrative Service (AS), Information and Communications Technology Service (ICTS), Disaster Risk Reduction and Management Service (DRRMS), Bureau of Learner Support Services (BLSS), Baguio Teachers Camp (BTC), Central Security & Safety Office (CSSO)]

Department of Education, Central Office, Meralco Avenue, Pasig City
Rm 519, Mabini Bldg.; Mobile: +639260320762; Tel: (+632) 86337203, (+632) 86376207
Email: usec.admin@deped.gov.ph; Facebook/Twitter @depeditayo

Annex A

List of Participants

No.	Name	Division	Region
1.	Mary Vanice V. Tolentino	La Union	I
2.	Lyle Philippe Ranin	Ilagan City	II
3.	Clarisa A. Lagman	Angeles City	III
4.	Sherry Anne R. Palasigue	Nueva Ecija	
5.	Paula S. Meneses	Pampanga	
6.	Francis Joshue Omega de Guzman	San Jose City	
7.	Omar Dimarucot	Tarlac Province	
8.	Allen C. Candelasa		
9.	Mark Angelo Tiusan	Quezon	
10.	Jofit Dayoc	General Trias	
11.	Rosemarie J. Gonzales	Batangas Province	
12.	Francoise Marie Gubatan	Oriental Mindoro	MIMAROPA
13.	Maria Cristina G. Baroso	Regional Office	V
14.	Bebce O. Gentilezo	Bago City	VI
15.	Emma Dano	Carcar City	VII
16.	Eudoxio O. Campos	Leyte	VIII
17.	Alam A. Usop	Zamboanga Sibugay	IX
18.	Jan Lianne M. Ozaraga	Ozamis	X
19.	Neil John T. Audan	Davao del Sur	XI
20.	Junievar Bautista	Koronadal City	XII
21.	Augie Perl Simangan	Baguio City	CAR
22.	Jingle E. Balocos	Quezon City	NCR
23.	Gladys Enso	Agusan Del Sur	CARAGA
24.	Gomersendo Carcueva	Cotabato City	BARMM



Annex B

Finalization of Constitution and By-Laws (CBL) of Supreme Pupil Government (SPG) and Supreme Student Government (SSG) in Elementary and Secondary Schools

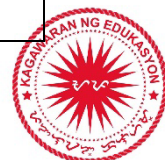
(Tentative Program)

I. Day 1: 14 March 2022, Monday

Time	Activity
8:30 – 9:00 a.m.	Open House and Admission of Participants
9:01 – 9:10 a.m.	Preliminaries <ul style="list-style-type: none">• National Anthem• Ecumenical Prayer
9:11 – 9:20 a.m.	Opening Message Adolf P. Aguilar , YFD Chief Ma. Irelyn P. Tamayo , ASDS/OIC-SDS, SDO Angeles City
9:21 – 9:30 a.m.	House Rules
9:31 – 9:40 a.m.	Expectation Setting
9:41 – 9:50 a.m.	Objectives and Purpose
9:51 – 10:00 a.m.	Presentation of Program of Activities
10:01 a.m. – 12:00 noon	Plenary Session on the Consolidation, Revision, and Finalization of the CBL
12:01 – 1:00 p.m.	Lunch Break
1:01 – 1:15 p.m.	Warm-Up Activity
1:16 – 3:30 p.m.	Continuation of the Plenary Session
3:31 – 3:50 p.m.	Wrap Up
3:51 – 3:55 p.m.	Matters for Information
3:56 – 4:00 p.m.	Closing of Day 1

II. Day 2: 15 March 2022, Tuesday

Time	Activity
8:30 – 9:00 a.m.	Open House and Admission of Participants
9:01 – 9:10 a.m.	Preliminaries <ul style="list-style-type: none">• National Anthem• Ecumenical Prayer



9:11 – 9:20 a.m.	Recapitulation of Day 1 Activity
9:21 – 9:35 a.m.	Warm-Up Activity
9:36 – 9:50 a.m.	Reporting of the Day 1 Accomplishment in the Development of CBL
9:51 – 10:00 a.m.	Presentation of Program of Activities for Day 2
10:01 a.m. – 12:00 noon	Plenary Session
12:01 – 1:00 p.m.	Lunch Break
1:01 – 1:15 p.m.	Warm-Up Activity
1:16 – 3:30 p.m.	Continuation of the Plenary Session
3:31 – 3:50 p.m.	Wrap Up
3:51 – 3:55 p.m.	Matters for Information
3:56 – 4:00 p.m.	Closing of Day 2

III. Day 3: 16 March 2022, Wednesday

Time	Activity
8:30 – 9:00 a.m.	Open House and Admission of Participants
9:01 – 9:10 a.m.	Preliminaries <ul style="list-style-type: none"> • National Anthem • Ecumenical Prayer
9:11 – 9:20 a.m.	Recapitulation of Day 2 Activity
9:21 – 9:35 a.m.	Warm-Up Activity
9:36 – 9:50 a.m.	Reporting of the Day 2 Accomplishment in the Development of CBL
9:51 – 10:00 a.m.	Presentation of Program of Activities for Day 3
10:01 a.m. – 12:00 noon	Plenary Session
12:01 – 1:00 p.m.	Lunch Break
1:01 – 1:15 p.m.	Warm-Up Activity
1:16 – 3:30 p.m.	Continuation of the Plenary Session
3:31 – 3:50 p.m.	Wrap Up
3:51 – 3:55 p.m.	Matters for Information
3:56 – 4:00 p.m.	Closing of Day 3



IV. Day 4: 17 March 2022, Thursday

Time	Activity
8:30 – 9:00 a.m.	Open House and Admission of Participants
9:01 – 9:10 a.m.	Preliminaries <ul style="list-style-type: none">• National Anthem• Ecumenical Prayer
9:11 – 9:20 a.m.	Recapitulation of Day 3 Activity
9:21 – 9:35 a.m.	Warm-Up Activity
9:36 – 9:50 a.m.	Reporting of the Day 3 Accomplishment in the Development of CBL
9:51 – 10:00 a.m.	Presentation of Program of Activities for Day 4
10:01 a.m. – 12:00 noon	Plenary Session for the Final Review of the revised and finalized CBL
12:01 – 1:00 p.m.	Lunch Break
1:01 – 1:15 p.m.	Warm-Up Activity
1:16 – 3:30 p.m.	Continuation of the Plenary Session
3:31 – 3:50 p.m.	Wrap Up
3:51 – 3:55 p.m.	Matters for Information
3:56 – 4:00 p.m.	Closing of Day 4

V. Day 5: 18 March 2022, Friday

Time	Activity
8:30 – 9:00 a.m.	Open House and Admission of Participants
9:01 – 9:10 a.m.	Preliminaries <ul style="list-style-type: none">• National Anthem• Ecumenical Prayer
9:11 – 9:20 a.m.	Recapitulation of Day 4 Activity
9:21 – 9:35 a.m.	Warm-Up Activity
9:36 – 9:50 a.m.	Reporting of the Day 4 Accomplishment in the Development of CBL
9:51 – 10:00 a.m.	Presentation of Program of Activities for Day 5



10:01 a.m. – 12:00 noon	Plenary Session for the Final Review of the revised and finalized CBL
12:01 – 1:00 p.m.	Lunch Break
1:01 – 1:15 p.m.	Warm-Up Activity
1:16 – 3:30 p.m.	Continuation of the Plenary Session
3:31 – 3:50 p.m.	Wrap Up
3:51 – 3:55 p.m.	Matters for Information
3:56 – 4:00 p.m.	Closing of Day 5

VI. Day 6: 19 March 2022, Saturday

Time	Activity
8:30 – 9:00 a.m.	Open House and Admission of Participants
9:01 – 9:10 a.m.	Preliminaries <ul style="list-style-type: none"> • National Anthem • Ecumenical Prayer
9:11 – 9:20 a.m.	Recapitulation of Day 5 Activity
9:21 – 11:30 a.m.	Finalization of the proposed CBL of SPG and SSG in Elementary and Secondary Schools
11:31 a.m. – 12:00 noon	Closing Program <ul style="list-style-type: none"> • Issuance of Certificates • Closing Remarks • Photoshoot

