



Republic of the Philippines  
**Department of Education**  
Region III  
Schools Division of Angeles City



18 Nov 2022

DIVISION MEMORANDUM  
No. 424 s. 2022

**DIVISION SEARCH FOR OUTSTANDING SCHOOL IMPLEMENTERS ON PROGRAMS, PROJECTS AND ACTIVITIES (PPAs) OF STUDENT GOVERNMENT PROGRAM**

To: Assistant Schools Division Superintendent  
OIC-Chief ES, CID  
Chief - SGOD  
Heads of Public Elementary and Secondary Schools  
SPG/SSG Teacher-Advisers and Officers

1. Pursuant to DepEd Memorandum 055, s. 2021 entitled "Recommended Programs, Projects, and Activities (PPAs) of the Student Government for SY 2021-2022", the Schools Division of Angeles City, through the SGOD-Youth Formation Program Unit shall conduct a **Division Search for Outstanding School Implementers on Programs, Projects and Activities (PPAs) of Student Government Program** funded through Special Education Fund (SEF).
2. As part of nation-building, this division search aims to recognize the accomplishments and important contributions of the learners, teachers, and administrators, and other stakeholders of DepEd that demonstrates excellence in managing the Student Government Program.
3. It is open to all public elementary and secondary schools with accomplishments in the implementation of Student Government Program from School Year 2021 – 2022.
4. Below are the cash awards/incentives for Outstanding School Implementers:

Category – Supreme Pupil Government (SPG)	
1 <sup>st</sup> Place	P 15,000.00
2 <sup>nd</sup> Place	12,000.00
3 <sup>rd</sup> Place	10,000.00
4 <sup>th</sup> Place	8,000.00
5 <sup>th</sup> Place	5,000.00
Category – Supreme Student Government (SSG)	
1 <sup>st</sup> Place	P 15,000.00
2 <sup>nd</sup> Place	12,000.00



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3 <sup>rd</sup> Place	10,000.00
4 <sup>th</sup> Place	8,000.00
5 <sup>th</sup> Place	5,000.00

5. Enclosed is the Operating Guidelines and Procedures for reference and guidance.
6. Wide and immediate dissemination and strict compliance to this Memorandum is earnestly desired.

*MA. IRELYN P. TAMAYO*  
**MA. IRELYN P. TAMAYO PhD, CESO V**  
Schools Division Superintendent

Encl.: As stated  
Reference: As stated  
To be indicated in the Perpetual Index  
under the following subjects:

SEARCH      CONTESTS

RSG/YFP/November 18, 2022





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**Division Search for Outstanding School Implementers on Mandated Programs,  
Projects and Activities (PPAs) of Student Government Program**

**OPERATING GUIDELINES AND PROCEDURES**

**A. List of Categories**

Elementary – Supreme Pupil Government (SPG)  
Secondary – Supreme Student Government (SSG)

**B. Contest Coverage**

SY 2021 - 2022

**C. Application and Endorsement Forms**

1. Accomplished Application Form
2. Attachments:
  - a. Accomplishment Report for SY 2021-2022.
  - b. Means of Verification (MOVs) and other pertinent documents.

**D. Guidelines/Procedures**

1. The SGOD Chief shall serve as the Chair of the Awards Committee together with the PDO-Youth Formation Coordinators. They shall be in-charge of the preparation, implementation and documentation of the Division Search for Outstanding School Implementers on Programs, Projects and Activities (PPAs) of Supreme Pupil/Student Government (SPG/SSG).
2. The Division Office through the Records Unit shall receive the application forms of the participating schools.
3. The Division Office shall conduct the paper screening and evaluation of the submitted documents using the given criteria.
4. The Division Screening Committee shall use the score sheet provided.
5. The Division Screening Committee may invite other stakeholders or external partner/s in the screening and evaluation.
6. The Division Screening Committee will select maximum of five (5) winners per category.
7. The Division Winners shall receive a certificate of recognition from the Division Office and a cash prize from City Local Government Unit, all non-winning schools shall receive a certificate of participation.



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**E. Criteria and Score Sheet**

Criteria	Maximum Points	Participants Points
<b>Organizational Leadership</b>	<b>35</b>	
• 1-50% of the mandated PPAs	15	
• 51-75% of the mandated PPAs	20	
• 76-100% of the mandated PPAs	35	
<b>Governance:</b>	<b>30</b>	
1. Action Plan		
2. Project Proposals		
3. Activity Completion/Report		
4. Annual Accomplishment Report		
5. Financial Reports		
• 1-3 accomplished documents	10	
• 4-6 accomplished documents	20	
• 7-9 accomplished documents	30	
<b>Networking, Linkages and Collaboration</b>	<b>35</b>	
Involvement in community/civic/organizations/associations	10	
Involvement in outreach/extension programs/activities	10	
Participation to any trainings, webinar and workshop offered by DepEd and private sector related to Youth Engagement	15	
<b>Grand Total</b>	<b>100</b>	

**F. Awards Selection Committee Composition**

<b>SCREENING COMMITTEE</b>	
<b>Chair:</b>	Chief, School Governance and Operations Division (SGOD)
<b>Members:</b>	Education Program Supervisor (SGOD)
	SEPS/EPS II, Social Mobilization & Networking
	External Partner/s involved in the Program
<b>Secretariat:</b>	PDO-Youth Formation Coordinators



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**G. Timetable of Activities**

<b>Date</b>	<b>Activity</b>
December 1-7, 2022	Application Period
December 8-12, 2022	Paper Screening and Evaluation
December 14, 2022	Announcement of Division Winners





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Application Form  
for SPG/SSG

**PROFILE**

Name of School:

Address of the School:

Landline/Mobile Number:

Email Address:

**SPG/SSG TEACHER-ADVISER DETAILS**

Full Name

Surname

First Name

Middle Name

Name Extension

Position in the Organization:

Contact Number:

Email Address:

**CATEGORY**

Category (Please Check ONE ONLY)

Elementary – Supreme Pupil Government (SPG)

Secondary – Supreme Student Government (SSG)

I hereby certify upon my honor that all facts and information indicated herein are true and correct to the best of my knowledge. I further declare that any information given that proves to be untrue may constitute a ground for disqualification in the search and prosecution for perjury. Further, I subscribe and agree that the Division of Angeles have the sole prerogative to select the winners, and that their decision is final and executory.

In witness hereof, I am executing and signing this statement voluntarily and without compulsion.

\_\_\_\_\_  
Signature Over Printed Name of SPG/SSG Teacher-Adviser