



Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
CITY SCHOOLS DIVISION OF BIÑAN CITY

DEPARTMENT OF EDUCATION  
Schools Division of Biñan City  
RECORDS SECTION

02 OCT 2021

02:51pm

02 Oct 2021

DIVISION MEMORANDUM  
No. **410**, s. 2021

**SCHEDULE OF ACTIVITIES FOR THE SUPREME GOVERNMENT ORGANIZATIONS**

To : Assistant Schools Division Superintendent  
Chief, School Governance and Operations Division  
Chief, Curriculum Implementation Division  
All School Heads  
All Others Concerned

1. In reference to OUA MEMO 00-0821-0140 re: Interim Guidelines on Student Government Elections for School Year 2021-2022 Under the New Normal, this Office through the Youth Formation Section of the School Governance and Operations Division informs all schools on the **Schedule of Activities for the Supreme Government Organizations**.

2. All schools shall strictly observe the following dates:


Activities	Date
Selection of Possible SPG/SSG Adviser	October 18, 2021
Submission of Endorsement Letter and Profile of SPG/SSG Teacher-Advisers	October 19, 2021
Approval and Issuance of SPG/SSG Advisership Designation	October 20, 2021
Submission of Consolidated Election Documents	October 21-22, 2021
Submission of Introduction of Elected SPG/SSG Presidents	October 22, 2021
Submission of SPG/SSG Action Plan for SY 2021-2022	October 22, 2021
Nomination, Election, Announcement of Winners, and Oath Taking of Division Federation Officers	October 25-26, 2021
Division Webinar for Selected SPG/SSG Officers	October 28-29, 2021
Submission of Articles (School-Wide Activities Under Youth Formation Programs)	November 5, 2021

3. COMELEC and SPG/SSG Teacher-Advisers are directed to answer the **Elections Form** thru **<https://tinyurl.com/SPGandSSGElections>** on or before **October 5, 2021**. School Heads must be informed on the dates indicated in the Elections Form provided.



4. For queries and concerns, please contact Ms. Maureen Jane Q. Alangco, Project Development Officer I/Division Youth Formation Coordinator thru tel. no.: (049) 511-4191 or email at [depedbinaan.sgodyouthformation@gmail.com](mailto:depedbinaan.sgodyouthformation@gmail.com).
5. Immediate dissemination of this Memorandum is desired.



**EDNA FAURA-AGUSTIN**  
Schools Division Superintendent 

Encl: None

Reference: OUA MEMO 00-0821-0140

SGOD/YF / DM-Schedule of Activities for the Supreme Government Organizations  
3010 / 09/27/2021



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