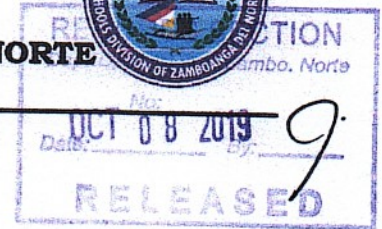




Republic of the Philippines  
Department of Education  
Region IX, Zamboanga Peninsula  
**SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE**  
Dipolog City 7100



**MEMORANDUM**

To : **Public Schools District Supervisors  
School Heads of Elementary and Secondary Schools  
All Concerned**

From : **Office of the Schools Division Superintendent**

Subject : **2019 Search for Outstanding Supreme Pupil  
Government (SPG) and Supreme Student Government (SSG)  
Organization**

Date : **September 24, 2019**

1. Pursuant to DepEd Order No. 49, series of 2011 entitled "*Mandated Programs, Projects and Activities of the Supreme Student Government*", mandates to conduct recognition and awards of exemplary student-led programs and projects through the Search for Outstanding SSG/ SPG organization and advisers in district, division, regional and national level.
2. The award aims to recognize the accomplishment of student leaders and teacher-advisers in their respective institutions and communities through their SPG and SSG. It specifically aims to:
  - a. *Recognize the programs of the SPG and SSG that create an impact and addressed the issues and challenges in their school community*
  - b. *Inspire and encourage student leaders and teacher-advisers of all public schools all over the country to implement and develop programs that will help their schools and communities.*
  - c. *Acknowledge and honor the idea of solidarity by recognizing the group instead of one individual.*
3. Application requirements, search mechanics and schedule of activities are herein enclosed for your reference and guidance.
4. Widest dissemination is desired.

**PEDRO MELCHOR M. NATIVIDAD, Ph.D., CSEE**  
Schools Division Superintendent



## **SEARCH FOR OUTSTANDING SUPREME PUPIL GOVERNMENT/ SUPREME STUDENT GOVERNMENT**

### **I. Nature of the Award**

The outstanding SSG/SPG is an annual recognition program that develops knowledge of leadership skills, styles and qualities. The award aims to ignite the burning passion of student-leaders in serving their school through the SSG and SPG. It kindles the spirit of the students, teachers, administrators and other stakeholders of the Department to be part of the National Building.

### **II. Objectives**

The Awards overall objective is to recognize, reward and motivate students-leaders, teachers and administrators of all public schools all over the country with programs, projects and performances that help their schools and community. Specifically, it aims to;

- Recognize the programs of the SSG and SPG that created an impact and addressed the issues and challenges in their school and community.
- Inspire and encourage student-leaders and teacher-advisers of all public schools all over the country to implement and develop programs that will help their schools and communities.
- Acknowledge and honor the idea of solidarity by recognizing the group instead of one individual.

### **III. Who can join?**

The awards is open to all SPG and SSG for S.Y. 2019-2020 in all public school. The project entry may be:

1. implemented for the last three years;
2. recently concluded projects or an on-going project; and
3. the project shall be under in any five categories of this Awards.

### **IV. Categories**

The Awards has five categories to identify the focus of the project. The categories represent the four (4) core values of the Department of Education the *Maka-Diyos*, *Maka-Tao*, *Makakalikasan*, and *Makabansa*; and a Special category for Drug Prevention Program which is part of the 10-point agenda of the Secretary of Education and the current administration. Schools will select one category that best represent their entry project.

**MAKA-DIYOS** (Belief and traditions) Culture of peace, respect, and love  
despite multicultural population  
**MAKA-TAO** (Human Development) Health and Well-being



**MAKA-KALIKASAN** (Environment and Disaster Risk Reduction Management)

**MAKA-BANSA** (Heritage, Culture and Nationalism) Pride of being a Filipino

**DRUG PREVENTION PROGRAM** (Drug Education)

## **V. Search Process**

The SSG and SPG of the schools shall compete per category starting from the Division to the National Level. The organization will compete with other schools under the same category.

District Level: The District Awards Committee shall be selecting two nominees per category (1 SPG and 1 SSG).

Division Level: The Division Awards Committee shall be selecting two nominees per category (1 SPG and 1 SSG).

Regional Level: The Regional Awards Committee shall be selecting two nominees per category (1 SPG and 1 SSG).

National Level: Only the top five (5) SPG and SSG per category shall be attending the National Screening.

## **VI. Criteria**

Impact of the Project	- 30%
Teamwork on Implementing Projects	- 25%
Creativity and Innovation	- 25%
Effective Use of Resources	- 20%
	<hr/>
	100%

## **General Rules and Guidelines**

1. Accomplish the Official OUTSTANDING SSG/SPG Form.
2. Use white, short bond (8.5x11 in.) paper for the attachment of all supporting documents.
3. Do not attach other documents that are not required for submission.
4. Lack or non-compliance to the requirements will result to automatic disqualification.
5. The organizer reserves the rights to modify or amend the rules of the awards or waive compliance therewith at their sole discretion if such steps are in accordance with the purpose of the search and awards scheme.
6. All decision of the awards committee and Panel of Judges are final and irrevocable.
7. All materials submitted to the awards committee automatically become property of the Youth Formation Division (YFD) of the Department of Education.



**Important Dates**

<b><i>Date</i></b>	<b><i>Activity</i></b>	<b><i>Focal Unit</i></b>
October 15, 2019	Submission of Entries (District Level)	District Office
October 15-30, 2019	District Level Screening by the District Search Committee	District Office
October 31, 2019	Submission of Entries (Division Level)	Division SGOD
October 31-November 15, 2019	Division Level Screening by the Division Search Committee	Division SGOD/CID
November 14-15, 2019	Division Panel Interview	Division SGOD/CID
November 15, 2019	Announcement of Division Level Finalist and Submission of Documents to the Regional Office	Division SGOD

**X. Contact Details**

Mobile Phone No.: 0917-1422344

Email add: [pdodepedzn@gmail.com](mailto:pdodepedzn@gmail.com)



**APPLICATION FORM**

Republic of the Philippines  
Department of Education  
Region IX, Zamboanga Peninsula  
**SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE**  
Dipolog City 7100



District: \_\_\_\_\_

Name of the School: \_\_\_\_\_

**ORGANIZATION PROFILE**

Name of SPG/SSG: \_\_\_\_\_

Address of the School: \_\_\_\_\_

Name of Adviser: \_\_\_\_\_

Telephone/Fax Number/CP Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

School Population: \_\_\_\_\_

**CONTACT PERSON DATA**

Full Name: \_\_\_\_\_

Surname

First Name

Middle Name

Nickname

Home Address: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Position in the Organization \_\_\_\_\_

Contact Number: \_\_\_\_\_

**PROJECT PROFILE**

Project Title: \_\_\_\_\_

Brief Description (2 sentences): \_\_\_\_\_  
\_\_\_\_\_

Project Launch Date: \_\_\_\_\_

Category (Please check one only)

☐ *Maka-Diyos* (Belief and Tradition)☐ *Maka-Tao* (Human Development, Health, Well-Being)☐ *Makakalikasan* (Environment and Disaster Risk Reduction Management)☐ *Makabansa* (Heritage, Culture, Nationalism, Patriotism and Volunteerism)☐ Drug Prevention Program

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 Department of Education 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**THIS FORM IS NOT FOR SALE AND MAY BE REPRODUCED**



**ATTACHMENTS:**

Please use a separate sheet

**A. Essay (Maximum Number of Pages 5):**

1. Describe your project entry (Limit to 500 words and in one page)
2. How does the project address the problem of the school/ community? (Limit the answer to 300 words and half page.)
3. Who and how many are the beneficiaries of the project? How did they benefit from the project? Limit the answer to 300 words and half page.)
4. What is the impact of the project to the stakeholders? (Limit the answer to 500 words and in one page.)
5. Who are involved and what are the role to the project? (Limit to the answer to 300 words and in one page.)
6. How does the project promote the idea of teamwork and solidarity among its stakeholders? (Limit to the answer to 300 words and half page.)
7. What innovation did the team introduce in implementing the project? (Limit to the answer to 300 words and half page.)
8. How were the team able to fund the project? (Limit to the answer to 300 words and half page.)

**B. Photo Documentation (Maximum Number of Pages: 2)****C. List of Officers****NOTE:**

1. Adviser should be the one who will sign and pass the entry/ application form to the Division Office
2. Non-compliance to the Search Requirements will result to automatic disqualification.

**I. SCHOOL LEVEL**

1. All SPG and SSG of public schools with an on-going project may join the search.
2. The Teacher- Adviser of the school SPG/SSG shall submit the Application Form No. 2 to their respective Division Office through the School Governance and Operation Division (SGOD) Office.
3. Deadline of Submission of the application form is October 15, 2019.

**II. DISTRICT LEVEL**

1. The Public School District Supervisor shall serve as the Chair of the Awards Committee in the District Level together with the District *Araling Panlipunan* Coordinator, District DRRM Coordinator, Master



- Teacher, District SocMob and Networking Coordinator, District Guidance Coordinator
2. The District Office shall receive the application forms of the participating schools. They shall notify the participating schools if all the requirements were met.
  3. The District Office shall conduct the paper screening and evaluation of the submitted documents using the given criteria.
  4. The District Screening Committee shall use the score sheet provided by the Central Office or Form No. 4.
  5. The District Screening Committee may invite other stakeholders in the paper screening. (Municipal councilor in-charge of youth development program)
  6. The District Screening Committee will select maximum of two finalists per category, one SPG and one SSG division nominees.

**Example for District Level Nomination**

Maka- Diyos	1 SPG	1 SSG
Maka- Tao	1 SPG	1 SSG
Makakalikasan	1 SPG	1 SSG
Makabansa	1 SPG	1 SSG
Drug Prevention Program	1 SPG	1 SSG
Total of Nominees per District	5 SPG	5 SSG

## **II. DIVISION LEVEL**

1. The SGOD Chief shall serve as the Chair of the Awards Committee in Division Level together with Education Program Supervisor for Araling Panlipunan or SGOD Education Supervisor as indicated in the Form No. 5 or the composition of the screening committee. They shall be in-charge of the preparation, implementation and documentation of the DepEd Division Search for Outstanding SPG/ SSG Organization.
2. The Division Office shall receive the application forms of the participating schools. They shall notify the participating schools if all the requirements were met.
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 by the Central Office or FORM NO. 4.
5. The Division Screening Committee may invite other stakeholders in the paper screening. (Provincial SP in-charge of youth development program)



6. The Division Screening Committee will select maximum of two finalists per category, one SPG and one SSG division nominees.
7. Each Division shall nominate maximum of ten (10) Division Finalists to the Regional Office for the Regional Level Screening.
8. The Division Finalists shall receive a certificate of recognition from the Division Office, all non-winning schools shall receive certificate of participation.
9. The Division Screening Committee shall send the documents of the Division Finalists to the Regional Office through the Education Supports Services Division (EESD) after two working days.



# 2019 SEARCH FOR OUTSTANDING SPG AND SSG

Schools Division of Zamboanga del Norte

Entries for the Category: \_\_\_\_\_

Date Rated: \_\_\_\_\_

## SCORE SHEET

Project No.	Impact of the Project (30 %)			Teamwork on implementing projects (25 %)		Creativity and innovation of the project (25 %)			Effective Use of Resources (20 %)		Total	Rank
	Addresses the problem of the school/ community (15 pts.)	Frequency of the Project Implementation (10 pts.)	Level of Impact (5 pts.)	Engaged stakeholders (15 pts.)	Involvement of the school (10 pts.)	Uniqueness of the project (10 pts.)	Introduction of Innovative solutions (10 pts.)	Use of local materials (5 pts.)	Partnership with other organizations (10 pts.)	Accountability and transparency (10 pts.)		
1												
2												
3												
4												
5												
6												
7												
8												
9												
10												
11												
12												

Screening Committee: \_\_\_\_\_

District Araling Panlipunan Coordinator

District DRRM Coordinator

District SMN/Partnership Coordinator

District Guidance Coordinator

Public School District Supervisor