



Republic of the Philippines
Department of Education



MAY 08 2008

DepED ORDER
 No. 34, s. 2008

MANDATED THRUSTS, PROGRAMS AND ACTIVITIES
 OF THE SUPREME STUDENT GOVERNMENT

To: Regional Directors
 Schools Division/City Superintendents
 Heads, Public and Private Secondary Schools

1. The Department of Education (DepED) announces the Mandated Thrusts, Programs and Synchronized Schedule of Activities of the Supreme Student Government (SSG).
2. The SSG's thrusts shall focus on the following:
 - a. establishment of Federations of Supreme Student Governments in the division, regional and national levels as ready mechanisms for student consultations and as sources of policy recommendations on issues and concerns that affect them;
 - b. full adoption and implementation of the Standard Constitution and By-laws pursuant to DepED Order No. 43, s. 2005 by all public secondary schools;
 - c. enhancement of the participation of students in recognized co-curricular activities;
 - d. full activation of the Coordinating Council of Campus Co-Curricular Organizations as mandated in Article XII of the SSG Standard Constitution and By-laws pursuant to DepED Order No.43, s. 2005;
 - e. subject to existing guidelines on voluntary contributions, a collection of not more than Fifty Pesos (PhP50.00) for SSG Developmental Fee may be made to fund its programs, projects and activities for youth empowerment and development;
 - f. establishment of the Division, Regional and National Advisers Associations as support groups for the implementation and monitoring of the Supreme Student Government and the Student Government Program;
 - g. recognition and awarding of outstanding SSG Organizations, Officers and Advisers through regional and division-led initiatives;
 - h. conduct and monitoring of synchronized Supreme Student Government elections and the requisite turn-over of responsibilities and school-based training of newly-elected Supreme Student Government officers;
 - i. observance of pertinent celebrations and other campaigns, including and most especially the Anti-Smoking Week every 3rd Week of November through school-led initiatives; and
 - j. compliance with the mandated projects of the Supreme Student Government as indicated in Section 8, Article X of the Constitution and By-Laws pursuant to DepED Order No. 43, s. 2005 such as:

- Brigada Eskwela
- Reading and Other Tutoring Services
- Peer Counseling
- Anti-Drug Abuse Education
- Leadership and Capacity-Building Trainings
- Career-Guidance Seminars
- Environmental Awareness and Tree-Planting/Growing Campaigns
- Smoke Free School Campaigns

3. The Supreme Student Government aims to lay the groundwork for unity and cooperation among students by providing them a venue where they can improve their leadership abilities. It also seeks to train students to become better members of the society with the ideals and principles of participative democracy. More importantly, it intends to harness the student government as a partner in achieving quality education and academic excellence.

4. All Regional Directors, Schools Division/City Superintendents, Student Government Program Regional and Division Coordinators, School Principals and SSG Teacher-Advisers are tasked to support the activities and intensify the implementation, monitoring and evaluation of the Supreme Student Government and the Student Government Program.

5. At the national level, the Center for Students and Co-Curricular Affairs (CSCA) is in-charge of the management, supervision and coordination of the activities of the Supreme Student Government and the Student Government Program. For more information, please get in touch with Mr. Joey G. Pelaez, CSCA Executive Director at the Ground Floor, Mabini Bldg., DepED Complex, Meralco Avenue, Pasig City or thru telefax nos. (02) 631-8495 or (02) 636-3603, or website: www.deped-csca.com or email: joey_pelaez@deped-csca.com.

6. The Synchronized Schedule of Activities and the Guidelines in the Collection and Disbursement of Funds are attached as Enclosures 1 and 2, respectively.

7. Immediate dissemination of and compliance with this Order is directed.


JESLI A. LAPUS
 Secretary

Encls.:

As stated

Reference:

DepED Memorandum: No. 233, s. 2007

Allotment: 1- -(D.O. 50-97)

To be indicated in the Perpetual Index
under the following subjects:

PROGRAMS
STUDENTS

**STUDENT GOVERNMENT PROGRAM
SUPREME STUDENT GOVERNMENT**

SYNCHRONIZED SCHEDULE OF ACTIVITIES

June	<ul style="list-style-type: none"> -Election and Organization of the Division and Regional Federations of Supreme Student Governments -Election and Organization of the Division and Regional SSG Advisers' Associations (SSGAA) -Formal introduction of the newly-elected SSG Officers to the studentry during the First Students' General Assembly at the beginning of the school year. -SSG Implementation of Mandated Projects and Activities
July	-Collection of SSG Developmental Fees
July 1-5	-Election of First Year Level Representatives, Officers of the Homeroom Class Organizations
July 11	-Deadline of submission of names of the Division and Regional Officers of the SSG and SSGAA
September 1-6	-National Leadership Training for Student Government Officers (NLTSO)
October	Annual Meeting of the NFSSG Officers, Regional SGP Coordinators and selected Representatives of the National SSGAA
November 3 rd Week	-Anti-Smoking Week through school lead activities
September-February	-Monitoring of SSG Mandated Projects and Activities
September-November	-Holding of the Division and Regional SSG Trainings/Fora
February	-SSG Election Period
March	-Turn-over of the SSG to the newly-elected officers
March	<ul style="list-style-type: none"> -Deadline for submission of student government election reports and directory of newly elected officers by division -Recognition of outstanding SSG organizations, officers and advisers through regional and division-led initiatives
April	-Deadline of submission of compliance reports based on the SGP Thrusts and Activities
April-May	<ul style="list-style-type: none"> -School-based SSG Planning and Summer Leadership Training -SGP Annual Evaluation and Planning Conference
May	Attendance to the YES CAMP

**GUIDELINES IN THE COLLECTION AND DISBURSEMENTS
OF SSG DEVELOPMENTAL FUND**

To ensure accountability, transparency and proper management of funds collected by or for and behalf of the Supreme Student Government, these guidelines shall be strictly implemented.

- A. In the collection of the SSG Developmental Fund, acknowledgement receipts must be issued by the SSG.
- B. A monthly report on the collections made duly signed by the Treasurer and the President and noted by the SSG Adviser shall be posted on the SSG bulletin board and submitted to the School Principal.
- C. If collection is coursed through the PTAs/PTCAs, the PTA/PTCA personnel shall immediately turn-over the amount collected on the day it was collected to the duly authorized SSG representative, who in turn shall deposit the funds to a reputable bank under the account of the SSG the following day.
- D. Amounts collected shall be actually, directly and exclusively used to support and/or finance the SSG programs and projects.
- E. All disbursements and bank withdrawals shall be made in accordance with the programs and activities of the SSG as embodied in the yearly action plan duly approved by the School Principal/Head.
- F. All disbursements and bank withdrawals shall be accompanied with a resolution indicating the purpose for which such disbursements and withdrawals shall be used. The resolution must be duly signed by the SSG President and Secretary and noted by the SSG Adviser. The School Principal/Head shall be provided a copy of all resolutions relative to fund disbursements and bank withdrawals.
- G. Signatories of all disbursements and bank withdrawals shall be the SSG President and Treasurer.
- H. All expenses shall be supported by official receipts and documents which shall be subject to auditing by the SSG Auditor.
- I. At the end of every activity, the SSG is required to liquidate expenses before another disbursement or bank withdrawal is made.
- J. Financial statements shall be posted in the school's bulletin board every month. A copy of the financial statement shall be furnished the School Principal/Head.