



Republic of the Philippines  
**Department of Education**  
Region IV-A  
SCHOOLS DIVISION OF QUEZON PROVINCE

20 October 2021

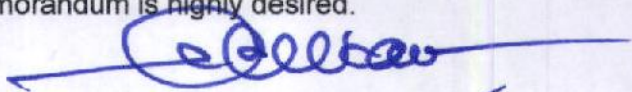
**DIVISION MEMORANDUM**

DM No. 808, s. 2021

**ENDORSEMENT OF SUPREME GOVERNMENT ADVISERS**

**TO:** OIC-Assistant Schools Division Superintendents  
Division Chiefs  
Public Schools District Supervisors  
Public Elementary and Secondary School Heads  
District School Head In-charge of Youth Formation  
Supreme Pupil Government Advisers  
Supreme Student Government Advisers  
All Others Concerned

1. As stated on the OUA Memorandum No. 00-0821-0140 entitled **Interim Guidelines on Student Government Elections for School Year 2021-2022 under the New Normal**, under the Selection and Approval of SPG and SSG Advisership, a letter endorsing the SPG/SSG adviser of the school will be submitted by the school head to the office of the SDS.
2. Hence, this Office directs all elementary and secondary school heads to submit a scanned copy of endorsement through this link: <https://tinyurl.com/SGEndorsements> in PDF format, on or before **October 26, 2021**.
3. Enclosed in this memo is a copy of the official format for the endorsement. School's respective letterheads shall be used for the document.
4. Immediate and widest dissemination of this Memorandum is highly desired.

  
**ELIAS A. ALICAYA JR., EdD**  
Assistant Schools Division Superintendent  
Officer-in-Charge  
Office of Schools Division Superintendent

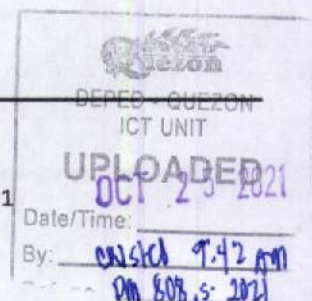
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DEPEDQUEZON-TM-SDS-04-009-003



*"Creating Possibilities, Inspiring Innovations"*

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Enclosure to DM No. 508 s. 2021

ENDORSEMENT

Respectfully referred to \_\_\_\_\_, Schools Division Superintendent of  
\_\_\_\_\_ the Advisership of \_\_\_\_\_  
of the Supreme Student Government / Supreme Pupil Government of  
\_\_\_\_\_ for School Year \_\_\_\_\_

Hoping for your favorable response to this request.

Name

School Head

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