



24-17863

Republic of the Philippines  
**Department of Education**  
Region XI  
**SCHOOLS DIVISION OF PANABO CITY**

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**Office of the Schools Division Superintendent**

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**DIVISION MEMORANDUM**

CID – 2024 - 0492

To : Asst. Schools Division Superintendent  
Chiefs of Curriculum Implementation Division and  
Schools Governance and Operations Division  
Private and Public Elementary and Secondary School Heads  
All Others Concerned

Subject : **CONDUCT OF THE COUNCIL-WIDE BASIC TRAINING COURSES  
FOR KAWAN LEADERS AND TROOP LEADERS**

Date : 16 September 2024

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In reference to Boys Scout of the Philippines (BSP) – Davao del Norte Council Memorandum 15, s. 2024, the Boy Scouts of the Philippines is pleased to announce the holding of the **Council-Wide Basic Training Courses for Kawan Leaders and Troop Leaders** on **September 27 – 29, 2024** at **Kapalong national High School, Kapalong, Davao del Norte**, with a theme, “Sustaining Growth.”

The very aim of this course is to enhance and update Scouter’s training in unit leadership/skills and upgrade their knowledge with the new training policies in accordance with world scouting standards.

Attached to this memorandum are the list of participants, participant’s qualifications, activity flow, registration fee, type of uniform to be worn, and other similar information needed for participation are specified in the attached BSP memorandum.

All school administrators are enjoined to extend their wholehearted cooperation and support by way of encouraging the active participation of their potential scouts/scouters, extending the necessary assistance in the registration of their selected delegates, and ensuring the participants have secured parent/guardian consent before attending the said activity.

Moreover, schools are reminded that participation of public and private schools to any events shall be subject to the no-disruption-of classes policy stipulated in **DepEd Order (DO) No. 9, s. 2005** titled “**Instituting Measures to Increase Engaged Time-on-Task and Ensuring Compliance Therewith,**” and the policy on off- campus activities stated in DO 66, s. 2017.

All DepEd personnel who will participate in this event are requested to be granted with Service Credit or Compensatory Overtime Credit (COC), whichever applies, for services rendered on weekends/holidays as per **DepEd Order No. 53, s. 2003** and **CSC-DBM Joint Circular No. 02, s. 2004**, respectively.



Schools Division Office of Panabo City  
City Hall Compound, Km 31, Panabo City  
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The expenses relative to the conduct of this activity shall be shouldered by the participants, thus, no DepEd funds shall be used in joining this event.

For immediate dissemination and immediate action.

For and the Absence of the School Division Superintendent

  
**BASILIO P. MANA-AY JR, CESO VI**  
Assistant Schools Division Superintendent  
Officer-in- Charge 

Enclosed.: As stated.  
CID/JEY/CER

**RELEASED**

**SEP 16 2024**

RECORDS SECTION-SDO PANABO CITY  
BY 



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# Boy Scouts of the Philippines

## DAVAO DEL NORTE COUNCIL

8100 MANKILAM, TAGUM CITY \* TEL. NO. 216-6500

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DepED Division of Panabo City  
RECORDS SECTION

RECEIVED  
SEP 12 2024  
8:45 AM

09 September 2024

### MEMORANDUM

No 15, s., 2024

T O : All Chairmen of Municipal/City Scouting Committees, District Scout Commissioners (all ranks), Institutional Heads (Public/Private Schools), Municipal/City Scout Coordinators and District Field Scout Commissioners

SUBJECT : **COUNCIL-WIDE BASIC TRAINING COURSES FOR KAWAN LEADERS AND TROOP LEADERS**

1. As requested by the Kapalong East Schools District, the Davao del Norte Council, Boy Scout of the Philippines will conduct a Basic Training Courses for Kawan Leaders and Troop Leaders to be hosted by the **Kapalong National High School, Kapalong, Davao Davao on Friday to Sunday, September 27-29, 2024, with the theme: "Sustaining Growth".** The training courses will be participated in by Teachers/Adult Leaders from both Public/Private Schools who do not have formal training in scouting.
2. **Basic Training Courses for Kawan Leaders and Troop Leaders/Outfit Advisors**
  - A. The course is aimed to enhance and upgrade Scouter's training in unit leadership/ skills and upgrade their knowledge with new training policies in accordance with World Scouting standard.
  - B. Scouters from Kawan/Troop and Outfit Section who do not have formal Scouting Training are enjoined to attend on official business the scheduled Basic Training Course, which is a requisite for all Adult Leaders directly handling boys in Scouting.
3. Anent to this, DepEd Order No. 76, s., 2012 reiterates DECS Memorandum No. 143, s., 1997 provides that Service Credits shall be granted for all Adult Leaders in attendance in all Scouting activities.
4. A Training Fee of **TWO THOUSAND PESOS (P2,000.00)** shall be assessed each participant to cover cost of Meals (from Dinner of **27 September until Lunch of 29 Sept. 2024** ), Handbook, Handouts, Printing of T-Shirt, Training Materials and other administrative and operational cost during the conduct of the Course. Training Fees and other related expenses may be taken from respective participant's office and/or from Local Government Unit depending upon the availability of funds, subject to usual accounting and auditing rules and regulation and/or shall be shared by the participant concerned.
5. Participants are required to bring along with them the following items:
  - Course Notebook, Ballpen, Pencil
  - One (1) Box Crayon
  - One (1) Long size folder with paper fastener
  - One (1) white T-shirt for printing
  - Complete set of beddings
  - **Eating Utensils (Plate, Spoon, Fork, Glass, Cup and Small Bowl)**
6. Registration start upon arrival at the training venue on **27 September 2024 at 4:00 o'clock in the afternoon and the Opening Program will start at 5:00 o'clock in the afternoon.**



7. **ATTIRE:** The Official Type-A Uniform (short pants for Male/Female) shall be worn during the Opening Ceremony, morning Flag Ceremonies and at the Closing Ceremony. Scout Uniform can be purchased at our BSP Authorized National Scout Supplies Distributors, as indicated hereunder to wit:

- |                                |  |
|--------------------------------|--|
| a. Vicsons Wardrobe Consultant | - Rizal Street, Tagum City                               |
| b. Royal Bazar Corporation     | - Pioneer Avenue, Tagum City                             |
| c. Gaisano Center              | - Misa District, Tagum City                              |
| d. JS Gaisano                  | - Quirante II, Tagum City                                |
| e. NCCC Mall                   | - National Highway, Tagum City                           |
| g. Gaisano Mall                | - National Highway, Tagum City                           |
| h. Tagum City Council, BSP     | - Inside Tagum National Trade School, Apokon, Tagum City |

8. To ensure the successful conduct of the aforesaid Basic Training Course, this Office has commissioned the hereunder Council Training Team to serve on Official Time as Course Staff throughout the duration of the course.

**KAWAN LEADER SECTION**

- |                                       |                                      |
|---------------------------------------|--------------------------------------|
| 1. Sctr. Nelie A. Mallorca, ALT       | 6. Sctr. Evelyn C. Pinote, WBH       |
| 2. Sctr. Gilda L. Bulosan, ALT        | 7. Sctr. Flordeme V. Villacorta, WBH |
| 3. Sctr. Jenelyn Nabali, CML          | 8. Sctr. Jocelyn D. Valdez, WBH      |
| 4. Sctr. Rose Angelie C. Centina, WBH | 9. Sctr. Ma. Theresa D. Canuday, WBH |
| 5. Sctr. Jocelyn D. Fernandez, WBH    |                                      |

**TROOP LEADER SECTION**

- |                                      |                                     |
|--------------------------------------|-------------------------------------|
| 1. Sctr. Alfredo Roy O. Plana, LT    | 8. Sctr. Marry Ann V. Agonia, WBH   |
| 2. Sctr. Andronico D. Lara Jr., LT   | 9. Sctr. Bernard B. Anoba, WBH      |
| 3. Sctr. Peter Jay C. Ferrer, CML    | 10. Sctr. Jobert M. Rosete, WBH     |
| 4. Sctr. Janice V. Jalbuna, CML      | 11. Sctr. Loida P. Danghil, WBH     |
| 5. Sctr. Anthony S. Larutin, WBH     | 12. <b>Sctr. Israel Ranain, WBH</b> |
| 6. Sctr. Bernard K. Mallorca, WBH    | 13. Sctr. Jezreel G. Cabagunay, WBH |
| 7. Sctr. Jennifer A. Catambacan, WBH |                                     |

**SUPPORT STAFF**

- |                                |                               |
|--------------------------------|-------------------------------|
| 1. Sctr. Almalyn A. Lacsi, WBH | 1. Sctr. Reyma P. Jurada, WBH |
|--------------------------------|-------------------------------|

**COURSE COORDINATORS:**

- |  |   |
|--|---|
| • <b>Sctr. Roy Alfredo O. Plana</b>    | - Deputy Council Commsr. for: Leader Training   |
| • <b>Sctr. Oliver U. Emata, WBH</b>    | - Deputy Council Commsr. For Program/Activities |
| • <b>Sctr. Bernardo F. Boyles, WBH</b> | - Division Scout Coordinator                    |
| • <b>Sctr. Efren Jabines</b>           | - District Field Scout Commissioner             |
|  | <b>Kapalong East District</b>                   |
| • <b>Sctr. Ariel Macalde</b>           | - District Field Scout Commissioner             |
|  | <b>(High School) Kapalong East District</b>     |
| • <b>Sctr. Teofilo S. Paña, ALT</b>    | - Council Scout Executive                       |

The abovementioned Training Team are expected to report for a **COURSE STAFF CONFERENCE** at **BSP HQs., Mankilam, Tagum City** on **Friday, 13 September 2024 at 1:00 o'clock in the afternoon.**

9. All School Administrators both Public and Private Schools and Commissioners at all ranks are enjoined to extend their wholehearted cooperation and support by way of encouraging the active participation of their potential Scouters and extending the necessary assistance to their selected delegates in the scheduled Training Course.
10. Your immediate action on this regard is earnestly solicited.

  
**TEOFILO S. PANA**  
Council Scout Executive

  
**BASILIO P. MANA-AY, JR. CESO VI**  
School Division Superintendent  
**JINKY B. FIRMAN, CESO VI**  
OIC - Schools Division Superintendent  
Deputy Council Scout Commissioner