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

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

CID – 2025 – 0404

To : Assistant Schools Division Superintendent
Chief ES, Curriculum Implementation Division (CID)
Chief ES, Schools Governance and Operations Division (SGOD)
Education Program Supervisors
Public Schools District Supervisors
Elementary and Secondary School Heads/Principals
BSP District Coordinators
Secondary School BSP Coordinators
All concerned

Subject : **ATTENDANCE TO THE BSP COURSE STAFF CONFERENCE
FOR THE BSP BASIC TRAINING COURSE**

Date : July 16, 2025

In reference to the attached Memorandum from the Boy Scouts of the Philippines – Davao del Norte Council, signed by Sctr. Elaine B. Cayacay, Officer-in-Charge, dated 09 July 2025, please be informed of the scheduled Course-Staff Conference on July 18, 2025, at 1:00 PM to be held at the BSP Headquarters, Mankilam, Tagum City.

Please see attached list of participants for the BSP Course-Staff Conference.

School heads are directed to assign teachers to take charge of the assigned classes of teachers who will participate in the conference in compliance with DepEd Order no. 09, s. 2005, "No Disruption of Classes Policy".

Travel and other incidental expenses relative to the participation of this conference shall be charged to local funds/ PTA/ BSP funds subject to the usual accounting and auditing rules and regulations.

Immediate dissemination of this memorandum is desired.


JINKY B. FIRMAN PhD, CESO VI
Schools Division Superintendent

RELEASED

As stated:
CID/rcdjr

JUL 16 2025

RECORDS SECTION, SDO PANABO CITY

BY 



Schools Division of Panabo City
City Hall Compound, Panabo City
Tel. No. (084) 823-1469
Email: panabocity.division@depd.gov.ph

DepEd Panabo:
Empowering Champions in Education
through Journeying, Blending and Fostering commitment in
providing quality education, MATATAG for all.





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

PARTICIPANTS TO THE BSP COURSE-STAFF CONFERENCE

Name	Section	School
1. Sctr. Winston Mark Coquilla-WBH	Troop	Dalisay Elementary School
2. Sctr. Louie Mansinades Marcos WBH	Troop	Kasilak Elementary School
3. Sctr. Ryan Canete WBH	Troop	AOFloirendo NHS
4. Sctr. Rustico T. Hernandez CML	Outfit	Cagangohan NHS
5. Sctr. Teresa S. Baguio CML	Outfit	Panabo City Senior High School
6. Sctr. Elpedio Delina CML	Outfit	Panabo City National High School
7. Sctr. Ian Reggy B. Paring WBH	Outfit	Panabo City National High School
8. Sctr. Israel Ranain WBH	Outfit	Don Manuel Javellana National High School
9. Sctr. Dianne H. Jacinto SWB	Secretariat	San Vicente National High School
10. Sctr. Krismie Bastian SWB	Secretariat	San Vicante NHS



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Boy Scouts of the Philippines

DAVAO DEL NORTE COUNCIL

8100 Mankitam, Tagum City

72459

09 July 2025

MEMORANDUM

No. 15, s., 2025

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 : **BASIC TRAINING COURSES FOR KAWAN LEADERS,
TROOP LEADERS AND OUTFIT ADVISORS**

1. As requested by the Panabo City Schools Division, Department of Education, the Davao del Norte Council, Boy Scouts of the Philippines will conduct a Basic Training Courses for Kawan Leaders, Troop Leaders and Outfit Advisors to be held at **Cagangohan National High School, Panabo City on Friday to Sunday, July 25-27, 2025.**
- 2.A **Basic Training Course for Kawan Leaders/Troop Leaders/Outfit Advisors**
 - 2.A1 The course is aimed to enhance and upgrade Scouter's training in unit leadership and skills and upgrade their knowledge with new training policies in accordance with World Scouting standard.
 - 2.B.2 Scouters from three (3) Scouting Sections (Kawan, Troop and Outfit) who did not have formal Scouting Training are enjoined to attend on official business in the scheduled Basic Training Courses, which is a requisite for all Adult Leaders directly handling boys in Scouting.
3. A Training Fee of **TWO THOUSAND PESOS (P2,000.00)** shall be assessed each participant to cover cost of Meals (from **Dinner of 25 July** until afternoon of **27 of July 2025**), Handouts, Handbook, Certificates, 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 School/District funds and/or from Local Government Unit, subject to usual accounting and auditing rules and regulation and/or shall be shared by the participant concerned. All participants are on official business.
4. 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
5. Registration start upon arrival at the training venue on **25 July 2025 at 4:00 o'clock in the afternoon and the Opening Program will start at 5:00 o'clock in the afternoon.**

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6. 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 |
| f. Gaisano Grand | - Apokon Road, Tagum City |
| g. Gaisano Mall | - National Highway, Tagum City |
| h. Cesar Uno | - Panabo City |
| i. Davao City Council | - Davao City |
7. To ensure the successful conduct of the aforesaid Basic Training Courses, this Office has commissioned the hereunder Council Training Team to serve on Official Time as Course Staff throughout the duration of the course.

KAWAN SECTION

- | | |
|---------------------------------------|--|
| 1. Sctr. Nelie A. Mallorca, ALT | 6. Sctr. Evelyn C. Pinote, WBH |
| 2. Sctr. Jenelyn A. Nabali, CML | 7. Sctr. Maria Theresa D. Canuday, WBH |
| 3. Sctr. Flordeme Villacorta, CML | 8. Sctr. Joanne Calipayan, WBH |
| 4. Sctr. Rose Angelie C. Centina, WBH | |
| 5. Sctr. Jocelyn D. Fernandez, WBH | |

CHIEF USA - Sctr. Jonell Carlo A. Mallorca, CML

TROOP SECTION

- | | |
|--------------------------------------|---------------------------------------|
| 1. Sctr. Ronnie A. Publico, ALT | 6. Sctr. Winston Mark Coquilla, WBH |
| 2. Sctr. Nick Guilbert T. Pocon, WBH | 7. Sctr. Louie Mansinades Marcos, WBH |
| 3. Sctr. Bernard K. Mallorca, WBH | 8. Sctr. Ryan Canete, WBH |
| 4. Sctr. Noel J. Meorada, WBH | |

OUTFIT ADVISORS

- | | |
|--------------------------------------|-----------------------------------|
| 1. Sctr. Andronico D. Lara Jr., LT | 5. Sctr. Teresa S. Baguio, CML |
| 2. Sctr. Rustico T. Hernandez, CML | 6. Sctr. Elpedio Delina, CML |
| 3. Sctr. Wilfredo B. Purgatorio, CML | 7. Sctr. Ian Reggy B. Paring, WBH |
| 4. Sctr. Peter Jay C. Ferrer, CML | 8. Sctr. Israel Ranain, WBH |

SECRETARIAT

- | | |
|---------------------------------|-------------------------------|
| 1. Sctr. Jennifer A. Catambacan | 3. Sctr. Krismie Bastian, SWB |
| 2. Sctr. Dianne H. Jacinto, SWB | |

COURSE COORDINATORS:

- | | |
|-----------------------------------|--|
| • Sctr. Roy Alfredo O. Plana, ALT | - Deputy Council Commissioner for Leaders Training |
| • Sctr. Oliver U. Emata, WBH | - Deputy Council Commissioner for Program Activities |
| * Sctr. Reynaldo C. Deocampo | - Division Scout Commissioner |
| • Sctr. Elaine B. Cayacay | - Office In-charge |



Boy Scouts of the Philippines

DAVAO DEL NORTE COUNCIL

8100 Mankilam, Tagum City

09 July 2025

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