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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 – 2026 – 0002

To : Assistant Schools Division Superintendent  
Chief of Curriculum Implementation Division (CID)  
Chief of Schools Governance and Operations Division (SGOD)  
Public Schools District Supervisors  
Principals/School Heads  
All Concerned

Subject : **CONDUCT OF THE GIRL SCOUT OF THE PHILIPPINES (GSP)  
DISTRICT FIELD ADVISERS' MEETING**

Date : December 29, 2025

Please be informed of the **District Field Advisers' Meeting** of *Girl Scout of the Philippines (GSP)* on **January 3, 2026** from 9:00 a.m. onwards at AVR 5, 5<sup>th</sup> Floor, City Hall, Tagum City.


Participants are granted of Service Credits and Compensatory Overtime Credit (COC) for the services rendered on the dates that fall on Saturday, Sunday, and Holiday subject to the existing CSC-DBM Joint Circular No. 2, s. 2004 or non-monetary remuneration for the overtime services rendered.

Expenses relative to the participation including transportation and other incidental expenses shall be charged against School MOOE, GSP Fund and other local funds, all subject to the usual accounting and auditing rules and regulations.

For immediate dissemination.

  
**JINKY B. FIRMAN PhD., CESO VI**  
Schools Division Superintendent

**RELEASED**

**JAN 06 2026**  
RECORDS SECTION SDO PANABO CITY  
BY 

Enclosed: As stated.  
CID/je/y/iep



**GIRL SCOUTS OF THE PHILIPPINES**

Eastern Mindanao Region  
Davao del Norte Girl Scout Council  
(Davao de Oro and Davao del Norte)  
Tagum City

# 1225-10 2111

December 10, 2025



**JINKY B. FIRMAN, CESO VI**

Schools Division Superintendent  
Division of Panabo City

Dear Maam,

Greetings of Girl Scouting Spirit!

The undersigned would like to inform and ask your approval on the conduct of the District Field Adviser, Secondary Coordinator, Trainers and Assisting Trainers on January 3, 2025 (Saturday) at AVR 5, 5<sup>th</sup> Floor, City Hall, Tagum City at 9:00 in the morning onwards.

In this connection, may we request the participants of this event be given COC/ Service Credits upon presentation of Certificate of Appearance and duly signed Daily Time Record.

We are anticipating your favorable response.

Thank you and God bless.

Very truly yours,

  
**RHEA P. MAZO**  
Council Executive

Noted:   
**ALMA L. UY, RN, MBA**  
GSP Council President

Approved by:

  
**JINKY B. FIRMAN, CESO VI**  
Schools Division Superintendent  
Division of Panabo City