



Republic of the Philippines
Department of Education

REGION XII
SCHOOLS DIVISION OF SOUTH COTABATO

**Office of the Schools Division
Superintendent**

23 May 2023

DIVISION MEMORANDUM
SGOD No. **062** s. 2023

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

To: SGOD and CID Chiefs
Public Schools District Supervisors/ Principals In-Charge
Public Elementary and Secondary School Heads
All Others Concerned

1. In line with the noble aspiration of the Schools Division of South Cotabato to commit to demonstrate a high level of professionalism by passionately pursuing excellence in providing quality service with advanced innovations in the spirit of respect and teamwork, Tampakan 1 District shall conduct a Three-Day Basic Training Courses for Kawan Leaders, Troop Leaders, and Outfit Advisors at Tampakan National High School, Brgy. Poblacion, Tampakan, South Cotabato on May 26 - 28, 2023.

2. This activity aims to:

a. train leaders on how to organize scout units, their functions, and responsibilities;

b. capacitate adult leaders in planning and implementing activities necessary for the effective development of the character of their scouts enabling them to be disciplined and concerned citizens in the scout unit, in the home, in the institution, in the community, and the outdoors; and

c. contribute positive and progressive growth for participants' personal development through the scout movement's leadership program.

3. Participants in this training are the schoolheads, teachers, lay leaders, or volunteers who have not yet undergone any Basic Training in Scouting, are physically fit and of good moral character, and must have been fully vaccinated or administered with a COVID-19 booster shot. Pregnant women are advised to defer their desire to join this training for safety reasons. All participants are further advised to

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report to the training venue on May 25, 2023 on or before 3:00 p.m. for briefing, billeting, and organization. Opening Program will be on May 26, 2023 and will commence at 08:00 a.m.

4. This is a live-in training. Hence, training registration in the amount of One Thousand Six Hundred Pesos (1,600.00) which will be utilized to defray the expenses for food, snacks, certificates, hand-outs, and administrative and other related training expenses shall be collected from each participant.

5. Travel, training registration, and other incidental expenses of participants will be chargeable to school MOOE or other local funds subject to the usual accounting and auditing rules and procedures.

6. All participants in this training are required to bring sleeping gear, rubber shoes, extra clothes, personal medicines, and BSP Type A & B uniform (if any) - minimum uniform requirement is an adult neckerchief with (carabao) slide and plain white t-shirt for the printing of BTC logo. Participants who are not currently registered with the Boy Scouts of the Philippines are required to bring 100.00 for payment and processing of BSP Adult Membership.

7. The participants in this activity are further reminded to strictly observe the existing health protocols such as billeting participants to a maximum of eight persons per classroom, wearing of face masks, observance of social distancing, and washing and sanitizing hands in the whole course of the training.

8. For any inquiry regarding the conduct of the activity, personnel concerned are advised to contact Ferdinand J. Esteban, the institutional head of Tampakan National High School through his mobile phone number 0947 931 4385.

9. Immediate dissemination of this memorandum is directed.

LEONARDO M. BALALA, CESE
Schools Division Superintendent

Encl.: N o n e

Reference: N o n e

To be indicated in the Perpetual Index

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under the following subjects:

COUNCIL SCOUTING
TRAINING PROGRAMS

GFS/DM- conduct of basic training courses for kawan leaders, troop leaders and
outfit advisors
0000/May 23, 2023

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