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BOY SCOUTS OF THE PHILIPPINES
BULACAN COUNCIL
City of Malolos 3000
Telefax: 044-796-1149
Email: bulacan.bsp@scouts.org.ph

Republic of the Philippines
DEPARTMENT OF EDUCATION
Schools Division Office of Bulacan
ADVISORY
To: No. 151, s. 2026
☐PUBLIC ☐PRIVATE ☐PSDS
☐ELEMENTARY ☐JUNIOR HIGH SCHOOL ☐SENIOR HIGH SCHOOL
☐ELEMENTARY SCHOOL PRINCIPALS / SCHOOL HEADS
☐SECONDARY SCHOOL PRINCIPALS / SCHOOL HEADS
For information.
CECILIA E. VALDERAMA, PhD, CESO VI
Schools Division Superintendent

16 September 2026

COUNCIL MEMORANDUM
Number **15** series 2026

TO: All Division Boy Scouting and Alternative Learning System EPS In-Charge, District Scout Commissioners (PSDS), Institutional Head of Public and Private Junior/Senior High Schools, Municipal Field Scout Commissioners, Alternative Learning System (ALS) coordinators, Field Scout Commissioners (BSP District Coordinators), Outfit Advisors, and Adult Leaders

SUBJECT: **BASIC TRAINING COURSES FOR UNTRAINED ADULT LEADERS**

1. We are pleased to announce that the Bulacan Council, Boy Scouts of the Philippines will conduct the **COUNCIL-WIDE BASIC TRAINING COURSES FOR UNTRAINED ADULT LEADERS** on the following information:

   TRAINING COURSES OFFER:

   a. **BASIC TRAINING COURSE FOR KAWAN LEADERS**
      Qualification : Female Only Teachers of Grade I to III
      Date : November 20-22,2026 (Live-In Training)
      Venue : Bocaue Central School, Bocaue District
      No. of Course : One (1) Course
   b. **BASIC TRAINING COURSE FOR TROOP LEADERS**
      Qualification : Teachers of Grade IV to VI
      Date : November 20-22,2026 (Live-In Training)
      Venue : Bocaue Central School, Bocaue District
      No. of Course : One (1) Course
   c. **BASIC TRAINING COURSE FOR OUTFIT ADVISORS**
      Qualification : Teachers of Grade 7 to 10 and Senior High
      Date : November 20-22,2026 (Live-In Training)
      Venue : Bocaue Central School, Bocaue District
      No. of Course : One (1) Course

2. **ADDITIONAL QUALIFICATIONS** to attend the Training Courses:
   a. Must currently be registered to the Boy Scouts of the Philippines
   b. Must be physically fit as certified by a licensed physician
   c. Fully Vacinated
   d. Open to those interested to attend.

3. **REGISTRATION FEE:** Each participants will be charged **Two Thousand Pesos Only (Php 2,000.00) for the Basic Training Course Participants for, Kawan, Troop and Outfit Advisors** to cover meals (Dinner from the day 1 until PM snacks on the last day), training supplies, fuel for mobilization, reference materials, training supplies, course souvenir materials, Training Staff/ meals other administrative expense (may be charged against MOOE /Local Funds) subject to the usual accounting and auditing rules and regulations to defray the cost expenses if available.

4. The council office will subsidize the course staff including the manuals needed by the participants which will be used by during the conduct of training courses.

5. **Participation**. In order to ensure the conduct of the training courses, a reservation fee of **One Thousand Pesos (Php1, 000.00)** for the BTC KL/TL/OA participants**.** The first come-first serve basis will be applied to maximize the Course Application Recognition to the Regional Office. Hereto attached the Application to Attend and shall be returned to the council office on or before **October 16, 2026** together with the full payments for the purpose of application for travel orders, service credits and preparation concerns.

6. Letter of reservation may be considered prior to the deadline of submission of the APPLICATION TO ATTEND with names of the confirmed participation and **PARTICIPANTS ARE ADVISED TO BRING THE FOLLOWING;**

    a. Current BSP Membership Card
    b. Type A uniform (shorts with socks and garter tabs for the Troop, & Outfit Advisors participants Long Pants, skirt with socks and garter tab for the Kawan Leaders participants, and SPORT WEAR ATTIRE for the Socialization Night.
    c. Personal gears (Sleeping Gears, personal medicines, toiletries, working clothes, jogging pants, maong pants, rubber shoes, bath towel etc.).

7. **REPORTING DATE:** Participants are to be in the course venue on respective schedule day 1 not later than 7:00 o'clock in the morning for room assignments & groupings. **OPENING CEREMONY** will start at 8:00 in the morning.

8. Pursuant to DepEd Order No. 009, s. 2026, titled "Guidelines on the Implementation of the Three-Term School Calendar in Basic Education," all Scoutinh activities, trainings, shall not be conducted during the Instructional Block Time to ensure that learners and teachers devote their time to uninterrupted teaching Instructional hours and learning engagements during the prescribed instructional hours.

9. Pursuant to DepEd Order No. 009, s. 2026, titled "Guidelines on the Implementation of the Three-Term School Calendar in Basic Education," all Scoutinh activities, trainings, shall not be conducted during the Instructional Block Time to ensure that learners and teachers devote their time to uninterrupted teaching Instructional hours and learning engagements during the prescribed instructional hours.

10. **Service credits or Compensatory Time-Off (CTO)** shall be granted to the Staff & Participants and personnel for activities that will fall during weekends, holidays, or end of each Term. This is in accordance with DepEd Order Nos. 013 s. 2024 titled "Revised Guidelines on the Grant of Vacation Service Credits for Teachers," and 53,. 2003, DBM-CSC Joint Circular No. 002. s. 2015, and DepEd Memoranda Nos. 65 & 67, 8. 2021.

11. This memorandum also serves as travel authority of all participants.

12. For widest dissemination

CHESTER N. HILARIO
Council Scout Executive