



Republic of the Philippines
Department of Education
Region VI – Western Visayas
SCHOOLS DIVISION OF CAPIZ

Division Advisory No. 035, s. 2025

09 MAY 2025

In compliance with DepEd Order (DO) No. 8, s. 2013

This advisory is issued not for endorsement per DO 28, s. 2001, but only for the information of DepEd Capiz officials, personnel/staff, as well as the concerned public.

(Visit www.deped.gov.ph)

Attached is the Girl Scouts of the Philippines Capiz Council Local Circular No. 4, s. 2025 titled **Search for Outstanding Girl Scout(s), Outstanding Troop Leader(s), Outstanding District Field Adviser(s), and Service Awards for Troop Leaders.**

Participation of learners and teachers from public and private schools shall be purely voluntary and will not hamper instructional time in compliance with the provisions of DepEd Order (DO) No. 009, s. 2024 titled Implementing Guidelines on the School Calendar and Activities for the School Year 2024-025 and DO 9, s. 2005 titled Instituting Measures to Increase Engaged Time-on-Task and Ensuring Compliance Therewith and the DepEd Memorandum No. 41, s. 2024 titled Reiteration of the “No Collection Policy” in Schools.

For more information and verification, contact:

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Capiz Council

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GIRL SCOUTS OF THE PHILIPPINES

Visayas Region
Capiz Council



LOCAL CIRCULAR NO. 04
Series of 2025

TO DISTRICT SUPERVISORS, PRINCIPALS, SCHOOL HEADS, HEADTEACHERS, GSP
DISTRICT FIELD ADVISERS, GSP SCHOOL COORDINATORS, GSP TROOP
LEADERS AND SENIOR/ CADET GIRL SCOUTS

RE SEARCH FOR OUTSTANDING GIRL SCOUT(S), OUTSTANDING TROOP
LEADER(S), OUTSTANDING DISTRICT FIELD ADVISER(S), AND SERVICE
AWARDS FOR TROOP LEADERS

DATE MAY 2, 2025


To recognize and celebrate achievements, motivate further excellence, and reinforce a culture of appreciation and value within an organization and community, the Capiz Girl Scout Council will conduct the Search for Outstanding Girl Scout (OGS), Outstanding Troop Leader (OTL), Outstanding District Field Adviser (ODFA) and Service Awards for Troop Leaders.

In this connection, may we ask to kindly encourage the Senior and Cadet Girl Scouts, Troop Leaders and District Field Advisers to join this Council Search for Outstanding Girl Scout (OGS), Outstanding Troop Leader (OTL), Outstanding District Field Adviser (ODFA) and Service Awards for Troop Leaders.

Please see attached Enclosed Page No. 2-3 Criteria for the Search for Outstanding Girl Scout, Outstanding Troop Leader, Outstanding District Field Advisers and Service Awards for Troop Leaders. Application forms, certificates and other papers needed should be submitted on or before Monday, June 2, 2025.

We look forward to your favorable action to our request.

Thank you for your continuing support to the Scouting Movement.


SEGUNDA F. DOLLETE, EdD
Council President

To help you choose your candidate, herewith the qualifications per category:

OUTSTANDING GIRL SCOUT:

Any current registered Senior or Cadet Girl Scout may be chosen as Council Outstanding Girl Scout if she meets the following criteria:

- Must exemplify the GS Promise and Law;
- Must have earned badges in each of the Eight-Point Challenge Program;
- Must have participated outstandingly in a sustained service project with impact in the community for at least two (2) years;
- Must have participated in at least one (1) Council-wide camp;
- Must have been registered for at least three (3) consecutive years;
- Must have been endorsed by her Troop Leader, Brgy. Captain or a community leader and Council Executive;
- Must have passed the screening and personal interview conducted by the Council Selection Committee and endorsed by the Council Board.

A Council Outstanding Girl Scout endorsed by the Council Board may qualify as Regional Outstanding Girl Scout when she meets the following criteria:

- Must be a Council Senior and Cadet Planning Board Officer or a Girl Representative to the Central Board or a Chief Girl Scout Medalist;
- Must have passed the screening conducted by the Regional Selection Committee.

OUTSTANDING TROOP LEADER:

- Must have registered for at least five (5) years;
- Thirty percent (30%) of her girls must have remained in her troop for three (3) consecutive years;
- At least thirty (30) girls in her troop must have earned badges annually for three (3) years on the Eight-Point Challenge Program and in line with the GSP current program thrust;
- Must have conducted a troop camp at least once a year;
- Must have complete troop records;
- Must have encouraged her girls to secure complete uniforms and paraphernalia from the National Equipment Service or its accredited outlets.

OUTSTANDING DISTRICT FIELD ADVISER:

- Must have enabled the organization and registration of the troops in the district and the remittance of membership fees to the council;
- Must have assisted in organizing and registering the District committee and Barangay GS committees;
- Must have submitted monthly report on Program accomplishment of troops, troop visits made and other reports required by the council to the council office;

- Must have monitored troop meetings and activities and ensured that the GS program is implemented in the district;
- Must have enabled the district committee to meet regularly and function accordingly;
- Must have assisted the council in the training of the troop leaders in the district;
- Must have assisted the council in the promotion of Girl Scout fund drives;
- Must have attended the District Field Adviser's monthly meetings and other meetings required by the council;
- Must have supported the council in its projects.

GSP AWARDS AND INCENTIVES

- Recipients must have active continuous service and performance for consecutive years in the GSP;
- National Level- Members of Central Board, National Standing Committees, Sub-Committees and Special Committees;
- Regional Level- Members of Regional Committee;
- Council Level- Members of Council Boards, Council Standing Committees, Special Committees, District Committees, Barangay Girl Scout Committees and Troop Leaders

SERVICE AWARDS FOR VOLUNTEERS

BRONZE TREFOIL SERVICE PIN	-	3 Year Service
SILVER TREFOIL SERVICE PIN	-	6 Year Service
GOLD TREFOIL SERVICE PIN	-	9 Year Service
JADE ON GOLD SERVICE PIN	-	12 Year Service
CRYSTAL ON GOLD SERVICE PIN	-	15 Year Service
GARNET ON GOLD SERVICE PIN	-	18 Year Service
AMEYTHEIST ON GOLD SERVICE PIN	-	21 Year Service
PEARL ON GOLD SERVICE PIN	-	24 Year Service
CORAL ON GOLD SERVICE PIN	-	27 Year Service
BRONZE SERVICE MEDALLION	-	30 Year Service
SILVER SERVICE MEDALLION	-	35 Year Service
GOLD SERVICE MEDALLION	-	40 Year Service
GOLD PLAQUE	-	50 Year Service
LIFETIME SERVICE ACHIEVEMENT AWARD	-	Over 50 Year Service

Girl Scouts of the Philippines
Visayas Region
Capiz Girl Scout Council

NOMINATION FOR OUTSTANDING GIRL SCOUTS

PERSONAL DATA:

Name _____
Date of Birth _____
Age _____
Troop Number _____
Troop Leader _____
Religion _____

1. QUALIFICATION

Registration Records (3 years)

<u>DATE OF REGISTRATION</u>	<u>TROOP NUMBER</u>	<u>NAME OF TROOP LEADER</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

Girl Leadership Experience (attach photocopy of certificates received)

<u>DATE</u>	<u>NAME OF EVENT</u>	<u>LEVEL</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Girl Experience (3 year- attach photocopy of certificates of participation)

<u>DATE</u>	<u>NAME OF EVENT</u>	<u>LEVEL</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Physical Health Examination Result (attach certificate from licensed physician)

_____	_____	_____
_____	_____	_____
_____	_____	_____

2. WORK EXPERIENCE IN THE COMMUNITY

As a Central Board Members (Narrative Report)

As Chief Girl Scout Medalist (Narrative Report of the Project Done)

Signature of Nominee

Endorsed by:

Troop Leader

Barangay Chairman or Community Leader

Council Executive

As the Regional Screening held at _____ on _____
the nominee passed the screening with an average rating of _____%.

Evaluators:

Girl Scouts of the Philippines
Visayas Region
Capiz Girl Scout Council

NOMINATION FOR OUTSTANDING TROOP LEADER

PERSONAL DATA:

Name		Troop No.
Address		Age :
Date of Birth		Religion:
Civil Status		Occupation:

1. QUALIFICATIONS

1.1 Troop Leadership Experience (5 years)

(Attach Xerox copy of Registration Forms or certification from the Region)

Year Registered	District Name	Troop No.

1.2 Physical Health Examination Result (Please see attached Health Examination Forms)

1.3 Date of Campcraft Certification Awarded:

1.4 Council/Regional/National/International Events/Activities Participated as Staff/Trainer

Events	Date	Level

2. WORK EXPERIENCE IN THE TROOP

2.1 50% OF GIRLS WHO EARNED BADGES YEARLY (Attach Badgework forms or certification from the council)

Year	No. of Registered Girls	No. of GS in Badgework %

2.2 Tenure of girls in the troop (Count 3 years backward from last date of Registration.

(Attach xerox copy of registration forms)

Registration Dates	No. of Registered Girls	% of GS Registered in 3 years

	Name of Girls
1	
2	
3	
4	
5	
6	
7	
8	
9	
10	
11	
12	

2.3 Participation of 20% of girls of the Current GSP Thrust

Name of Girls	Project	Year

2.4 Once a year camping/outdoor activities planned and implemented for 5 years

Activity	Date	No. of Girls

2.5 Troop Leaders Notebooks use for 3 years (Please attach).

2.6 Troop organized where no troops existed before (certification from the council)

3. PROMOTION OF GSP RESOURCES/FACILITIES

3.1 30% of GS in complete uniforms

No. of GS in complete uniforms -

3.2 Troop Flag, Troop Certificates, GS Magazines Displayed

(attach certification from the GS Coordinator/Council Executive)

3.3 Four GS Handbooks/Attach Certification

3.4 Involvement in National/Regional/Council Fund Drive

(attach certification from the Council)

4. Awards received related to scouting during the 5 years period by Troop Leader and Girls

Awards Received	Date	Level

Submitted by:

Troop Leader

Endorsed by:

Nominated by:

Area Chairman

District Committee Chair

Council President

Regional Chairman

Girl Scouts of the Philippines
Visayas Region
Capiz Girl Scout Council

NOMINATION FOR OUTSTANDING DISTRICT FIELD ADVISER

PERSONAL DATA:

Name _____
Date of Birth _____
Occupation _____
Civil Status _____
Religion _____

1. QUALIFICATIONS

1.1 Field Advisory Experience

Year Registered	District Name
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

1.2 Physical Health Examination (Please see attached Health Examination Forms)

1.3 Field Adviser has good communication skills and sound human relations (Certified by District Committee Chair and District Commissioner on Program)

District Committee Chair

District Commissioner-Program

2. DISTRICT MANAGEMENT:

2.1 No. of Registered GSP Barangay Committees: _____ Years: _____

2.2 Badgework: Percentage Troop Badgework Reports submitted to the Council _____

2.3 Program Thrust: _____

Name of Impact Project: _____

Dates: _____

Participants: _____

Brief Description about the Project:

2.4 Camping: Annual Junior/Senior Encampment, Star Holiday, Twinkler Playday and Cadet Event conducted.

EVENT	DATE	VENUE

2.5 Date of Court of Awards Conducted: _____

2.6 No. of Troop Leaders' Meeting/Training Conducted: _____

2.7 No. of Chief Girl Scout Medalist:

Year	No. of Awardees

2.8 Activity Participation: District Committee/s Participation to Events/Activities

EVENT	DATE	VENUE

2.9 Troop Leaders' Meetings: Troop Leaders' Meetings observed and evaluated by a Council Executive/ District Commissioner/District Chairman

Date/s: _____
Evaluation: _____ Excellent _____ Very Good _____ Good _____ Fair

Council Executive

2.10 No. of Troop Leaders Trained

Course	DATE	No. of Trained

2.11 District Field Adviser's Monthly Meeting:

District Committee Meeting Place/ Day:

No. of Troops Visited: (Reports Submitted):

Council Executive

2.12 No. of Trainers Certified:

Year	No. of Awardees

2.13 Documentation: (Please see attached)

Accomplished by:

District Field Adviser

Nominated by:

District Committee Chair

Council President

Regional Chairman