



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

**Division Advisory No. 088, s. 2025**

17 SEP 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](http://www.deped.gov.ph))

Attached is the Boy Scouts of the Philippines Capiz Council Memorandum No. 21, s. 2025 titled **Basic Training Course for Unit Leaders**.

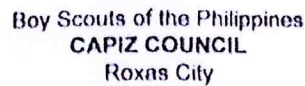
Participation to this activity is voluntary and subject to compliance with DepEd Order No. 012, s. 2025 titled **Multi-Year Implementing Guidelines on the School Calendar and Activities**, DepEd Order 09, s. 2005 titled **Instituting Measures to Increase Engaged Time-on-Task and Ensuring Compliance Therewith**, DepEd Order No. 008, s. 2023 titled **Participation of Teachers in Volunteer Work and Extra Curricular Activities** and DepEd Memorandum No. 041, s. 2024 titled **Reiteration of the “No Collection Policy” in Schools**. The details and overview of this program are attached for reference.

Charging of registration fee, travel, and board and lodging expenses against school MOOE/local funds shall be subject to the approval of the participants' respective authorities, availability of funds and to the usual accounting and auditing procedures.

For more information and verification, contact:

**WARREN L. PAREDES**

Officer-in-Charge  
Office of the Council Scout Executive  
Boy Scouts of the Philippines  
Capiz Council



COUNCIL MEMORANDUM  
No. 21                      Series 2025

**SUBJECT: BASIC TRAINING COURSE FOR UNIT LEADERS**

1. This is to announce the conduct of the Basic Training Course for Unit Leaders as part of strengthening the Adult in Scouting of BSP, Capiz. Hereunder are the following BTCs as follows:
  - **BASIC TRAINING COURSE FOR LANGKAY/KAWAN LEADERS (FEMALE Teachers of K1 TO Grade 3)**
    - Date:                         -                         19-21 September 2025
    - Venue                         :                         Victoria C. Dais, ES, Pontevedra, Capiz
    - Opening                     :                         6:00 PM on September 19, 2025
    - Closing                     :                         3:00 PM on September 21, 2025
  - **BASIC TRAINING COURSE FOR TROOP LEADERS (MALE/FEMALE Teachers of Grade 4 to Grade 6)**
    - Date:                         19-21 September 2025
    - Venue:                         Victoria C. Dais, ES, Pontevedra, Capiz
    - Opening                     :                         6:00 PM on September 19, 2025
    - Closing                     :                         3:00 PM on September 21, 2025
  - **BASIC TRAINING COURSE FOR OUTFIT ADVISOR (MALE/FEMALE Teachers of Grades 7 to 12)**
    - Date:                         17-19 October 2025
    - Venue                         :                         Malonoy National High, Malonoy, Dao, Capiz
    - Opening                     :                         6:00 PM on October 17, 2025
    - Closing                     :                         3:00 PM on October 19, 2025
2. This training course aims to;
  - a. To train the Unit Leaders in their responsibilities and to equip them with necessary scouting skills and techniques as Scout Leaders in scouting;
  - b. Demonstrate the skills involved in program activities through the use of prescribed methods and techniques in Scouting with emphasis on outdoor life;
  - c. Display further enthusiasm and commitment to the aims and purpose of Scouting;
  - d. Identify and avail the opportunities for self-improvement.
3. **Qualifications:**
  - a. Must be a registered Scout Leader of the BSP
  - b. Should be physically, mentally, and medically fit (medical certificate is required)
4. **A Registration Fee of Two Thousand Two Hundred Pesos Only (P2,200.00)** shall be charged to each participant to defray the cost of meals and snacks, training supplies/materials, Adult Necker, carabao slide and other related administrative and program expenses. Registration fee, transportation, incidental and other miscellaneous expenses related hereto are chargeable against local funds or MOOE, subject to its availability and the prescribed accounting and auditing rules and regulations.
5. **Things to Bring**  
**Preferably type A or Type B uniform (white T-Shirt), long pants, rubber shoes,**  
**Personal Medicines, toiletries, insect repellent, sleeping gear, dome tent, etc.**
6. Scout Leaders will participate in this scouting event will be granted service credit for services rendered on Saturday and Sunday, subject to existing rules and guidelines as DepEd Order No. 13, 2024.

7. Participants are requested to Pre-register to this link <https://forms.gle/CMwuWi2zFnmku4r9>
8. For any queries and concerns, you may contact us at 09919648794.
9. For information, guidance, compliance, and widest dissemination.

  
**WARREN L. PAREDES**

Officer-In-Charge  
Office of the Council Scout Executive

  
**MARK ANTHONY G. ORTIZ**  
Council Chairperson