



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

August 28, 2025

**DIVISION MEMORANDUM**

No. **413** s. 2025

**BASIC TRAINING COURSE FOR UNIT LEADERS  
(KAWAN LEADER/TROOP LEADER)**

To: Concerned Public Schools District Supervisor  
Concerned Heads of Public Elementary, Secondary and Integrated Schools

1. Attached is the letter from Boy Scouts of the Philippines, Capiz Council regarding the conduct of **Basic Training Course for Unit Leaders (Kawan/Troop Leader)** on September 19-21, 2025 at Rizal Elementary School, Pontevedra, Capiz.
2. Teachers - Scout Leaders participants that will serve as Resource Speakers/Technical Working Group are found in Enclosure No. 1.
3. Travel expenses of participants relative to the conduct of this activity shall be chargeable against BSP funds.
4. This Memorandum will serve as Authority to Travel.
5. Immediate dissemination of this Memorandum is desired.

**ROEL F. BERMEJO**  
Schools Division Superintendent 

Enclosure: as Stated  
Reference: BSP Capiz Council Letter dated August 26, 2025  
To be indicated in the Perpetual Index  
Under the following subjects:

SCOUTING



Address: Banica, Roxas City  
Contact Number: (036) 6518 456/0968-869-5867  
Email Address: [capiz@deped.gov.ph](mailto:capiz@deped.gov.ph)  
Website: <http://depedcapiz.ph>



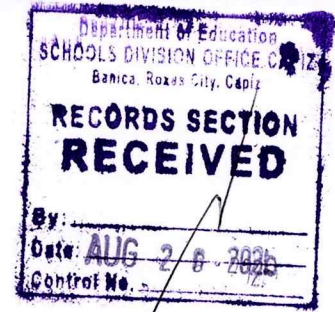
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**SCHOOLS DIVISION OF CAPIZ**

Enclosure No. 1 to Division Memorandum No. **413** s. 2025

Name	School/District
1. Baltazar D. Paja	Dao District
2. Tito Estiaga	Dao District
3. Reynaldo Nam-ay	Dao District
4. Joy Grace Ramos	Dao District
5. Danilo Dasal	Panay District
6. Cherry Pie F. Horneja	Dumarao District
7. Jowelyn Espinosa	Mambusao West District
8. Janice Villanueva	Mambusao West District
9. Rachel C. Relator	Mambusao West District
10. Arbin Nobleza	Panitan District
11. Mario D. Dais	Panitan District
12. David de Ado	President Roxas District
13. Felly V. Diestro	Pontevedra District
14. Emelita T. Crespo	Sigma District
15. Jerry A. Borro	Sigma District
16. Juvy R. Bacia	Jamindan District
17. Rosalie Celeste	Maayon District
18. Cherryl V. Cuñada	Pilar District
19. Salvador Bacatano	Pilar District
20. Jyp Carlo S. Catunao	Pilar District
21. Leo Fabrigar	Tapaz East District
22. Rafael Lynneeth Buendia	Tapaz NHS



Boy Scouts of the Philippines  
CAPIZ COUNCIL  
City of Roxas



August 26, 2025

**ROEL F. BERMEJO**  
Schools Division Superintendent  
Council Scouting Commissioner  
Division of Capiz

**S I R:**

The Capiz Council, Boy Scouts of the Philippines, will conduct a **BASIC TRAINING COURSE FOR UNIT LEADERS (KAWAN LEADER/TROOP LEADER)** on September 19-21, 2025, at Rizal Elementary School, Rizal, Capiz.

In this connection, kindly allow the Teachers-Scout Leaders listed in your Division to serve as **Resource Speakers/ Technical Working Group** in this activity, to wit:

Baltazar D. Paja	- Dao District
Tito Estiaga	- Dao District
Reynaldo Nam-ay	- Dao District
Joy Grace Ramos	- Dao District
Danilo Dasal	- Panay District
Cherry Pie F. Horneja	- Dumarao District
Jowelyn Espinosa	- Mambusao West District
Janice Villanueva	- Mambusao West District
Rachel C. Relator	- Mambusao West District
Arbin Nobleza	- Panitan District
Mario D. Dais	- Panitan District
David De Ado	- Pres. Roxas District
Felly V. Diestro	- Pontevedra District
Emelita T. Crespo	- Sigma District
Jerry A. Borro	- Sigma District
Juvy R. Bacia	- Jamindan District
Rosalie Celeste	- Maayon District
Cherryl V. Cuñada	- Pilar District
Salvador Bacatano	- Pilar District
Jyp Carlo S. Catunao	- Pilar District
Leo Fabrigar	- Tapaz East
Rafael Lynneeth Buendia	- Tapaz NHS

Please attend our final briefing for all **ACTIVITY STAFFS/TWG** on **September 19, 2025**, at 5:00 PM at Victoria C Dais MS, Pontevedra, Capiz, to discuss the details of the activity and assignments assign to you.

Thank you in anticipation of your favourable action on this request.

More power and Mabuhay!

Very truly yours,

**WARREN L. PAREDES**  
Officer-In-Charge  
Office of the Council Scout Executive