

RELEASED

OCT 11 2018

By
DepED Angeles City
Division of City Schools



Department of Education
Region III
DIVISION OF CITY SCHOOLS
Angeles City

Jesus Street, Pulungbulu, Angeles

Tel No. (045) 322-5722; 888-0582 / Fax Nos. (045) 322-4702; 887-6099



October 10, 2018

DIVISION MEMORANDUM

No. 448 s. 2018

CONDUCT OF BASIC TRAINING COURSE FOR KAWAN LEADERS

To: Heads of Public ,Private Elementary Schools

1. The BSP Angeles City Council, will conduct *Basic Training Courses for Kawan Leaders* on November 16-18,2018 which will be held at the BSP Training Center, Sto. Domingo , Angeles City.
2. The Training Objectives are as follows:
 - a. To strengthen one's capability in performing her duties and responsibilities as Kawan Leaders
 - b. To organize, register and make one's appointment as Kawan Leader operational.
 - c. To plan activities necessary for the character building of the Kab scouts under their care.
 - d. To participate in a commitment ceremony as a manifestation of their decision to embrace the Scouting principles, its vision and mission and to adhere to all its existing policies.
3. A Registration fee of three thousand six hundred pesos (P3,600.00) for each participant from Public Schools will be collected chargeable to school MOOE subject to the usual accounting and auditing procedure and Private Schools participant will pay their own Registration Fee of three thousand six hundred pesos (P 3,600.00) to defray the expenses on board and lodging, handouts, training materials, Scout Uniform, supplies and other administrative expenses .
4. Participants to this training are Kawan Leaders, Asst. Kawan Leaders
5. The participants are required to bring the following :
 - a. 2 pcs ID picture
 - b. Adult Neckerchief/Slide
 - c. Personal gear, White T-shirt , Rubber shoes, Black Shoes w/ shoe lace
 - d. Toiletries, personal effects
6. Participants to the Basic Training Course for kawan Leaders are requested to report at the training venue on November 16,2018 at 9 :00 o'clock in the morning.
7. Teachers should make necessary arrangements in accordance with DepEd Order No. 9, s. 2005 entitled " Instituting Measure to Increase Engaged Time on Task and Ensuring Compliance therewith " and strict compliance with 18 days Teaching and Learning Guidelines.
8. Participants are required to stay-in during the training.
9. Immediate dissemination of this Memorandum is desired.

LEILANI S. CUNANAN. CESO VI
Schools Division Superintendent



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APPLICATION TO ATTEND

Basic Training Course for Kawan Leaders
Venue: BSP Training Training Center, Sto. Domingo , Angeles City
November 16-18,2018

Name: _____ Nickname _____
(Surname Given Name M.I)
Mailing adresss; _____
Tel/ Cell No. : _____
Date Of Birth : _____ Age: _____ Place of Birth: _____
Civil Status: _____ Religion: _____ Occupation: _____
Business Adress _____
Scouting Position: _____
Registration Status; _____ Expiration : _____ Cert. No. _____

INSTITUTIONAL OFFICE ACTION

After verification of the above information , I hereby recommend the acceptance of the above-named Scouter to attend the aforementioned activity.

Endorsed:

Recommending Acceptance:

Participant

Institutional Head

LOCAL OFFICE ACTION

Verified:

Approved:

ANGELITO C. MERCADO
Registration Officer

JING C. MALIG
O.I.C-Council Scout Executive

Official Receipt No.: _____

Amount : _____



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PROJECT PROPOSAL

I. TITLE: BASIC TRAINING COURSE FOR KAWAN LEADERS

II. PROPONENT: JING C. MALIG

III. DATE AND VENUE: NOVEMBER 16-18, 2018 AT THE BSP TRAINING CENTER STO. DOMINGO, ANGELES CITY

IV. RATIONALE AND OBJECTIVES:

Boy Scouts of the Philippines is a nationwide non-sectarian, apolitical organization that aims to contribute to the development of young people in achieving their full potentials as individuals, as responsible citizens and as members of their local, national and international communities. The organization has five (5) sections with different age brackets. Each group has unique characteristics with unique needs. Since scouting is a program designed for youth development, there is a need for competent individuals who will handle these particular age groups. These adult leaders must have thorough knowledge on the entire scouting program, their particular section and the proper approach in handling these children. Nowadays, only very few individuals have knowledge on the rudiments of scouting. Some of them are untrained yet they handling units in their respective institutions. To address this issue, the BSP Angeles City Council opted to conduct annual training courses to equip our adult leaders for them to become effective in managing their own units in their respective schools.

THIS BASIC TRAINING COURSE WILL HAVE THE FOLLOWING OBJECTIVES:

- a. To strengthen one's capability in performing his/her duties and responsibilities as Kawan Leader
- b. To organize, register and make one's appointment as Kawan Leader operational.
- c. To plan activities necessary for the character building of the KAB scouts under their care.
- d. To participate in a commitment ceremony as a manifestation of their decision to embrace the Scouting principles, its vision and mission and to adhere to all its existing policies.

V. DESCRIPTION OF THE PROJECT/TRAINING:

The course aims to equip the participants with the rudiments of managing a scouting unit. It may be attended by actual and/or prospective Adult Leaders. No prerequisite training is required to participate in this type of course. A recognition permit from the Regional Office is required prior to the conduct of the training to ensure that the training standards are strictly observed as regards to the qualification of trainers, the minimum duration of training which should not be less than 24 hours, the minimum and maximum number of participants which is 24-40 as per training policy.

VI. PARTICIPANTS:

Please see attached list of participants with the corresponding approval of their Institutional Head

VII. TRAINERS/RESOURCE SPEAKERS:

NAME	POSITION	QUALIFICATION
MS EVELYN A. VICTORIANO	COURSE LEADER	LT

MS. JONNA MANIAGO
 MS. IRMA G. PADUA
 MS. JANE EVANGELISTA
 MS. MELODY REGUDO
 MS. RIA VIA ESPIRITU
 MS. VERNA R. CAPILI
 MS. MARIE C. SANCHEZ
 MS. MA. RONILA L. BALANQUIT
 MS. MELIA-ANN L. DIZON
 MS. AGNES M. ALVARADO
 MR. ELIZABETH V. SALUNGA

SCRIBE
 DISCUSSANT
 DISCUSSANT
 DISCUSSANT
 DISCUSSANT
 COUNSELOR
 COUNSELOR
 COUNSELOR
 COUNSELOR
 SUPPORT STAFF
 SUPPORT STAFF

WB/CML
 WB/CML
 WB/CML
 WB/CML
 WB/CML
 WB
 WB
 WB
 WB
 WB
 WB

COURSE BUDGET:

1. SOURCES OF FUNDS

Registration Fees of 28 @ 3,600.00 = Php 100,800.00

2. EXPENSES:

a. Food and Snacks expenses for 28 participants, 13 staff and 2 support=43 Persons

November 16, 2018

A.M Snacks	43 x Php 30.00	Php 1,290.00	
Lunch	43 x Php 100.00	Php 4,300.00	
P.M Snacks	43 x Php 30.00	Php 1,290.00	
Dinner	43 x Php 100.00	Php 4,300.00	
Coffee Break	43 x Php 25.00	Php 1,075.00	Php 12,255.00

November 17, 2018

Breakfast	43 x Php 100.00	Php 4,300.00	
A.M Snacks	43 x Php 30.00	Php 1,290.00	
Lunch	43 x Php 100.00	Php 4,300.00	
P.M Snacks	43 x Php 30.00	Php 1,290.00	
Dinner	43 x Php 100.00	Php 4,300.00	
Coffee Break	43 x Php 25.00	Php 1,075.00	
Socialization	43 x Php 30.00	Php 1,290.00	Php 17,845.00

November 18, 2018

Breakfast	43 x Php 100.00	Php 4,300.00	
A.M Snacks	43 x Php 30.00	Php 1,290.00	
Lunch	43 x Php 100.00	Php 4,300.00	
P.M Snacks	43 x Php 30.00	Php 1,290.00	
Dinner	43 x Php 100.00	Php 4,300.00	Php 15,480.00

b. Training Kit

Plastic Envelop	28 x Php 10.00	Php 280.00	
Notebook	28 x Php 10.00	Php 280.00	
Ball Pen	28 x Php 20.00	Php 560.00	
I.D Holder and Lace	28 x Php 30.00	Php 840.00	Php 1,960.00

c. Other Materials

Crayon	6 x Php 40.00	Php 240.00
Manila Paper	27 x Php 5.00	Php 135.00
Cartolina(White assorted colors	30 X Php 10.00	Pho 300.00
Pentel Pen-black	5 x Php 48.00	Php 240.00
Pentel Pen-blue	5 x Php 48.00	Php 240.00
Pentel Pen-red	10 x Php 48.00	Php 480.00
Special Paper	8 x Php 38.00	Php 304.00
Tape	5 x Php 60.00	Php 300.00
Yantok	5 x Php 50.00	Php 250.00
Coco cloth	5 x Php 30.00	Php 150.00
Computer Ink-Black	2 x Php 380.00	Php 760.00
Computer Ink Colored	2 x Php 380.00	Php 760.00
Typewriting Long	3 x Php 200.00	Php 600.00

Typewriting short	3 x Php 185.00	Php 555.00	
Rope	3 x Php 120.00	Php 360.00	
Xerox for Handouts	Php 500.00	Php 500.00	
BSP Manuals	28 x Php 66.00	Php 1,848.00	Php 4,623.00
d.Scout Uniform			
Polo	28 x Php 672.00	Php 18,816.00	
Long Pants	28 x Php 665.00	Php 18,620.00	Php 37,436.00
e.Transportation of Expenses of Staff			
Course Leaders from other council		2,000.00	
Trainig Staff from other Council	15 x Php 500.00	Php 7,500.00	Php 9,500.00
f.Contingency Funds			
Emergency		Php 2,101.00	Php 1,401.00
TOTAL EXPENSES			Php 100,800.00

Prepared:



JING C. MALIG
Council Scout Executive
Officer –In-Charge

Recommending approval



EDGAR L. MANABAT
EPS-1 / DIVISION BSP Coordinator-SGOD

Approved:



LEILANI S. CUNANAN. CESO VI
Schools Division Superintendent





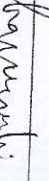





Republic of the Philippines
Boy Scouts of the Philippines
ANGELES CITY COUNCIL

Angeles City

E-Mail Address: jing_mlg27@yahoo.com
Cellphone No. 0995-819-7266

Participants to Basic Training Course for KAWAN Leaders with the corresponding approval of their Institutional Heads
November , 2018
NORTH DISTRICT

SCHOOL	INSTITUTIONAL HEAD	PARTICIPANTS	SIGNATURE
DR. CLEMENTE N. DAYRIT E/S	NENITA H. JORQUIA-Principal II	IVY P. BANEZ	
EPZA RESETTLEMENT ES	VILMA B. LIAO-Principal II	NENITA H. JORQUIA	
MARISOL BLISS ES	FREDERICK M. MIRANDA- Principal I	REYCHELLE ANN MAGLAQUI	
VIRGEN DELOS REMEDIOS ES	ALLAN R. TRAQUINA-Principal I	MARIANE DAVID	
		LOVELIN G. MORANTE	
		SUSAN E. REGALADO	
PULUNG CACUTUD ES	MARIA CAROLINA C. VIRAY-Principal I	LEILA C. SOHMAN- DIANA V. VICTORIANO	
SALAPUNGAN ES	HELEN G. JUGUILON- Principal II	MARIA CAROLINA C. VIRAY	
STA. MARIA ES	ESPERANZA G. NABONG-Principal I	MARY ROSE G. LAYUG	
JOEL E. MASANGKAY	TEODORO P. TINIO ES-Principal II	ESPERANZA G. NABONG	
		MARIA FATIMA F. ANGELES	
		LEANN D. MONTOKA	
		CARLENE H. MIRANDA	
SITIO PADER ES	ALFREDO F. MANLAPAZ JR.-Principal I	JONA P. PAMINTUAN	
		CHARLENE R. CARANGUIAN	



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WEST DISTRICT

SCHOOL	INSTITUTIONAL HEAD	PARTICIPANTS	SIGNATURE
STA. TERESITA ES	WILLIAMSON G. CANLAS -Principal II	ELIZABETH ANN LAO	<i>[Signature]</i>
AMISIC INTEGRATED SCHOOL	ARIEL T. PEREZ-Principal I	LORRAINE LAOINGCO	<i>[Signature]</i>
CUAVAN ES	LAURA C. PARAS-Principal I		
E.M GANZON ES	ELIZA P. BUAN-Principal II	GERICA MAE A. DELA CRUZ	<i>[Signature]</i>
GUECO BALBAGO ES	ANNABELLE P. NUCCUM -Principal III		
MALABANIAS I.S	IMELDA S. GUZUM-Principal I	JEAN C. PASQUIL	
PAMPANG ES	EMELITA C. GOMEZ-Principal II	VALERIE NICOLE L. AGUILA	
SAPANG BATO ES	RITA A. DALUSUNG-Principal II		
SITIO TARGET I.S	RITA A. DALUSUNG-Principal II		
A.G PABLAN			
TACONDO ES	ALMA A. MACAMAY-O.I.C		
AIR FORCE ES			



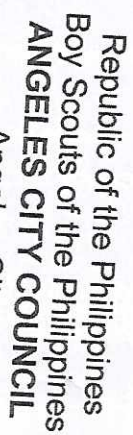
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EAST DISTRICT

SCHOOL	INSTITUTIONAL HEAD	PARTICIPANTS	SIGNATURE
ANGELES E/S	OFLEIA Y. CANLAS-Principal III	JOANA MAY CANDELARIA	<i>afp</i>
A.G TINIO ES	ELVIRA P. GUINA-Head Teacher II	DARLENE S. SANPEDRO MARIZZA LYN M. MANUEL (Troop)	<i>afp</i> <i>afp</i>
JOSE P. DIZON ES	ENRIQUE P. CAPULUNG-Principal I	JESUSA KRISTINE Y. SUPNET	<i>afp</i>
STO, DOMINIOG I.S	PRICILLA C. CABUQUIT, Ed. D-Principal III		
SAPALIBUTAD ES	ALFAN B. MACU-Principal I	DEBRIE ANO T. DELACRUZ	<i>afp</i>
PINEDA-GUTIERREZ ES	NINDC. ARCEO- Principal I	JENNA MAE M. VUAPALV	
MINING ES	NENETH TUAZON-Principal I		
PULUNG BULU ES	VICTORIA G. TORRES-Principal I		
NORTHVILL 15 IS.	ELMER S. DAYRIT-Principal II		
BELEN HOMESITE ES			
GOV. LAZATIN IS	ZENAIDA D. QUIAMBAO-Principal I	GIA MARIE P. MAGTUBO	<i>afp</i>



Angeles City
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Participants to Basic Training Course for KAWAN Leaders with the corresponding approval of their Institution
SOUTH DISTRICT

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