



**DIVISION OF CEBU PROVINCE**  
Sudlon, Lahug, Cebu City

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September 13, 2016

**DIVISION MEMORANDUM**

No. 538 s. 2016

**BASIC TRAINING COURSE FOR KAWAN  
AND TROOP LEADERS  
FOR AREA IX**

To: Division Field Commissioners  
District / School Commissioners  
Secondary School Commissioners  
Heads, Private Elementary and Secondary Schools

1. Pursuant to Boy Scouts of the Philippines Cebu Council Memorandum No. 30 s. 2016, this Office announces the conduct of Basic Training Course For Kawan, and Troop Leaders For Area IX on September 16 - 18, 2016 at Cordova Central School, Cordova, Cebu.
2. Participants to this training are the newly hired teachers and to those who want to refresh their scouting knowledge and skills as potential leaders of boys and manifest leadership skills and interest to learn the rudiments of scouting.
3. A registration fee of Five Hundred Fifty Pesos (Php 500.00) is asked from each participant to defray training expenses such as supplies, materials, certificates and other miscellaneous expenses.
4. Participants are required to wear the scout neckerchief. Furthermore, they should come in casual attire and wear comfortable shoes. Appropriate attire shall be observed all the time. Opening of the course will start at September 16, 2016 at 1:00 o' clock in the afternoon.
5. Night sessions are conducted on Friday and Saturday. Participants are advised to stay within the venue within the whole duration of the training.

6. For more details, please contact Mr. Arcenal, District BSP Coordinator of Cordova District at cell no.092432011923, or call the BSP Office at telephone no. 2611402 or 418-6258.

7. Registration fee, travel and other incidental expenses incurred relative to the participation of this training is chargeable against Special Education Fund (SEF), School/District BSP Fund, PTA Fund, Personal / Solicited Fund, or School MOOE subject to availability and the usual accounting and auditing rules and regulations.

8. Participants to this training are on official time.

9. This Memorandum shall serve as Authority to Travel to participants.

10. Immediate and wide dissemination of this Memorandum is desired.

  
**RHEA MARA ANGTUD, Ed. D., CESO VI**  
Schools Division Superintendent

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