



Republic of the Philippines
Department of Education
 REGION I
 SCHOOLS DIVISION OF VIGAN CITY

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

No. 674, s.2025

**REQUEST FOR AVAILABILITY AND OFFICIAL RELEASE OF BSP DIVISION
 COORDINATOR, BSP SAFEGUARDING FOCAL PERSON, AND DEPUTY
 COMMISSIONER FOR SENIOR SCOUT**

To: Assistant Schools Division Superintendent
 Chief Education Supervisor (SGOD & CID)
 School Head - ISNHS
 All Others Concerned

1. This is in reference to the letter from Boy Scouts of the Philippines, Ilocos Sur Council titled Request for Availability and Official Release of BSP Division Coordinator, BSP Safeguarding Focal Person, and Deputy Commissioner for Senior Scout for a meeting at Clean Living Farm, Namruangan, Cabugao, Ilocos Sur on September 15, 2025.

2. The following are to be discussed on the meeting:

- 33rd Asia-Pacific Regional (APR) Jamboree – Planning and support measures
- 40th Provincial Jamboree – preparations and implementation strategies.
- Planning and Budgeting for 2026 Scouting Programs and Activities.

3. The following are requested to attend the said activity:

No.	NAME	POSITION	SCHOOL
1.	Sherwin D. Fabre	Project Development Officer I	SDO Vigan City
2.	Raymond Florendo	Assistant Principal II	ISNHS
3.	Jayson Ponce	Teacher III	ISNHS

4. This memorandum serves as a locator slip for all identified participants.

5. Travelling expenses of the participants relative to their participation in the said activity shall be charged against local funds subject to the usual accounting and auditing rules and regulations.

6. Enclosed is the letter from Boy Scouts of the Philippines, Ilocos Sur Council for reference.

7. Widest dissemination of this memorandum is desired.

Encls.: As stated
 Reference: None

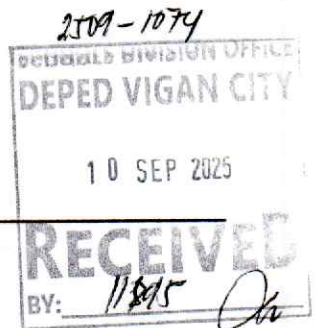
To be indicated in the Perpetual Index
 Under the following subjects:
 SCOUTING



[Signature]
VILMA D. EDA, CESO V
 Schools Division Superintendent



Boy Scouts of the Philippines
Ilocos Sur Council
Cor. V. Salcedo-Delos Reyes St. Barangay V
Vigan City, Ilocos Sur, Philippines 2700



September 09, 2025

VILMA D. EDA, CESO V
School Division Superintendent
Vigan City Division

Subject: Request for Availability and Official Release of BSP Division Coordinator, BSP Safeguarding Focal Person, and Deputy Commissioner for Senior Scout

Dear Madam Eda,

Warmest greetings in the spirit of Scouting!

The Boy Scouts of the Philippines – Ilocos Sur Council continues to strengthen its programs and activities in pursuit of developing the character, citizenship, and leadership skills of the youth. In line with this, we will be conducting the **Division Coordinators and Commissioners Meeting on September 18, 2025, at Clean Living Farm, Namruangan, Cabugao, Ilocos Sur.**

This gathering is crucial as it will provide a platform for strategic planning, coordination, and alignment of efforts in preparation for major Scouting undertakings. Among the significant matters to be discussed are:

- **33rd Asia-Pacific Regional (APR) Jamboree** – planning and support measures
- **40th Provincial Jamboree** – preparations and implementation strategies
- **Planning and Budgeting for 2026 Scouting Programs and Activities**

In this regard, may we respectfully request the availability and official release of the following Scouters to actively participate in the said meeting:

1. **Sctr. Sherwin Fabre** – Vigan City Division Office BSP Coordinator
2. **Sctr. Raymond Florendo** – BSP Safeguarding Focal Person
3. **Sctr. Jayson Ponce** – Deputy Commissioner for Senior Scouts

Their presence and expertise are vital in ensuring the success of these endeavors, particularly in mobilizing the support of the schools and in promoting stronger collaboration between the Division Office and the Local Council.

We remain confident of your continued support to the Scouting Movement as our steadfast partner in molding the youth of our nation.

Thank you very much, and we look forward to your favorable endorsement of this request.

Very truly yours,

EDWIN T. VIERNES
Council Scout Executive
Ilocos Sur Council