



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

16 APR 2026

**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**

No. 283, s.2026

**CONDUCT OF 2026 ADVANCED TRAINING COURSE FOR UNIT LEADERS**

To: Assistant Schools Division Superintendent  
Chief Education Supervisor (SGOD & CID)  
Public and Private Elementary and Secondary School Heads  
All Others Concerned

1. This is reference to the Boys Scouts of the Philippines Ilocos Sur Council Office Memorandum No. 05, s. 2026 titled 2026 Advanced Training Course for Unit Leaders on, this office announces the conduct of scouting courses below:
  - Advanced Training Course for Kawan Leaders
  - Advanced Training Course for Troop Leaders
  - Advanced Training Course for Outfit Advisors
2. Enclosed is the Boys Scouts of the Philippines Ilocos Sur Council Office Memorandum No. 05, s. 2026 and Regional Office Memorandum No. 07 s. 2026 for reference.
3. Interested participants are requested to submit the participation form together with the reservation fee of PhP 4,000.00 not later than April 25, 2026.
4. Teaching and Non-Teaching personnel who will render service on weekends and beyond office hours shall be entitled to the grant of service credits and compensatory time-off for non-teaching personnel in accordance with CSC and DepEd Joint Circular No. 2, s. 2024 and CSC-DBM Circular No. 2 s. 2015 or the Policies and Guidelines on Overtime Services & Overtime Pay for Government Employees, respectively.
5. For inquiries, please contact Mr. Edwin Viernes, Council Scout Executive at 09518932096.
6. Widest dissemination of this memorandum is desired.

**VILMA D. EDA, CESO V**  
Schools Division Superintendent

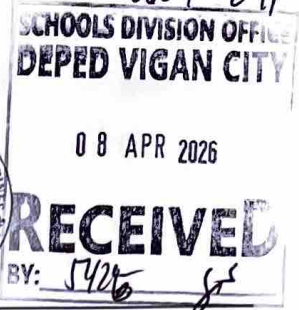
SCHOOLS DIVISION OFFICE  
DEPED VIGAN CITY  
16 APR 2026  
**RELEASED**  
BY:



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



April 8, 2026

**COUNCIL OFFICE MEMORANDUM  
NO. 05 S. 2026**

To: Council Commissioners & Deputy Commissioner  
Institutional Heads and Representatives  
Division, District and High School Coordinators  
Public and Private Schools  
All Others Concerned

**SUBJECT: 2026 Advanced Training Course for Unit Leaders**

In reference to the Regional Office Memorandum No. 7, s. 2026, this is to inform all concerned of the conduct of the **2026 Advanced Training Courses for Unit Leaders** with the following details.

**A copy of the Regional Office Memorandum is hereby attached for your reference and guidance.**

**1. Training Courses**

**a. Advanced Training Course for Kawan Leaders**

**Date:** May 6–11, 2026

**Venue:** Palguyod Elementary School, Palguyod, Pozorrubio, Pangasinan

**Registration Fee:** ₱7,000.00

**b. Advanced Training Course for Troop Leaders**

**Date:** May 8–14, 2026

**Venue:** Old Sudipen Central School, Sudipen, La Union

**Registration Fee:** ₱7,500.00

**c. Advanced Training Course for Outfit Advisors**

**Date:** May 4 –11, 2026

**Venue:** Namunganayan Festival Site, Suyo, Ilocos Sur

**Registration Fee:** ₱8,500.00

**2. Requirements**

**Participants are required to bring the following:**

- Prescribed Scout Uniform
- Filipiniana/Filipino costume
- Raincoat and working clothes
- Smart casual attire
- Toiletries and personal medications
- Tent and sleeping gear
- Other personal necessities

### 3. Registration

Deadline for submission of participation is on **April 25, 2026** through the official registration link provided by the Regional Office.

### 4. Reservation Fee

A **non-refundable but transferable reservation fee of ₱4,000.00** shall be deposited to the designated host council account. Participation is confirmed upon submission and payment.

### 5. Additional Provisions

Priority is given to trainers completing requirements for Leader Trainer recognition. Council Scout Executives are encouraged to assist participants in securing financial support from Local Government Units in accordance with existing DBM, DepEd, and DILG issuances.

Further instructions will be issued as necessary.

### 6. Service Credits / Compensatory Time-Off

The Council Office respectfully requests that all **DepEd teaching personnel** who will participate in this activity be granted the corresponding **service credits**, while **non-teaching personnel** shall be granted **Compensatory Time-Off (CTO)**, in accordance with the provisions of **DepEd Order No. 76, s. 2012**.

7. Should you have queries and concerns regarding this matter, you may refer them directly to Mr. Edwin T. Viernes, Council Scout Executive @ 09518932096 or visit us at Boy Scout of the Philippines Ilocos Sur Council Headquarters cor. V. Salcedo-Delos Reyes St. Barangay V, Vigan City.

8. It would be greatly appreciated if this memo could be widely distributed and supported in its field.



**EDWIN T. VIERNES**


Council Scout Executive  
Boy Scouts of the Philippines – Ilocos Sur Council

Noted by:



**DR. DIOCESAR S. SUERO**  
Council Chairperson

Approved by:



**DR. VILMA D. EDA, CESO V**  
School Division Superintendent  
Vigan City Division  
Vigan City, Ilocos Sur



# BOY SCOUTS OF THE PHILIPPINES

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"Laging Handa"

1 April 2026

## REGIONAL OFFICE MEMORANDUM

No. 7 s. 2025

To: **ALL COUNCIL SCOUT EXECUTIVES, OFFICERS-IN-CHARGE  
REGIONAL & COUNCIL TRAINING COMMISSIONERS**

Subject: **2026 ADVANCED TRAINING COURSE FOR UNIT LEADERS**

1. We are pleased to announce the conduct of 2026 Advanced Training Courses for Unit Leaders with the following details:

1.a **Advanced Training Course for Kawan Leaders**

Date: 6-11 May 2026  
Venue: Palguyod Elementary School,  
Palguyod, Pozorrubio, Pangasinan  
Registration Fee: Seven Thousand Pesos Only (P 7,000.00) to cover  
meals (dinner of 5 May to lunch of 11 May 2026),  
Woodbadge tokens, training supplies & equipment,  
honorarium of staff, utilities, and other administrative  
expenses  
Uniform: Female: Type A (Blouse & skirt with flap), stockings with  
yellow garter tabs, black shoes with shoe lace  
Male: Type A (Polo & Shorts) stockings with Yellow Garter  
tabs, black shoes with shoe lace.  
Reporting: May arrive not earlier than 1500hrs, 5 May 2026 and may  
depart not earlier than 1300hrs, 11 May 2026

1.b **Advanced Training Course for Troop Leaders**

Date: 8-14 May 2026  
Venue: Old Sudipen Central School, Sudipen, La Union  
Registration Fee: Seven Thousand Five Hundred Pesos Only (P 7,500.00) to  
cover meals (dinner of 7 May to lunch of 14 May 2026),  
Woodbadge tokens, training supplies & equipment,  
honorarium of staff, utilities and other administrative  
expenses  
Uniform: Female: Type A (Blouse & shorts with flap), stockings with  
green garter tabs, black shoes with shoelace.  
Male: Type A (Polo & Shorts) stockings with Yellow Garter  
tabs, black shoes with shoelace.  
Reporting: May arrive not earlier than 1500hrs, 7 May 2026 and may  
depart not earlier than 1300hrs, 14 May 2026

1.c **Advanced Training Course for Outfit Advisors**

Date: 4-11 May 2026  
Venue: Namunganayan Festival Site, Suyo, Ilocos Sur  
Registration Fee: Eight Thousand Five Hundred Pesos Only (P 8,500.00) to  
cover meals (dinner of 3 May to lunch of 11 May 2026),  
Woodbadge tokens, training supplies & equipment,  
honorarium of staff, utilities and other administrative  
expenses

Uniform: Female: Type A (Blouse & long pants with flap), black socks, black shoes with shoelace.  
Male: Type A (Polo & long pants) black socks, and black shoes with shoelace.

Reporting: May arrive not earlier than 1400hrs, 3 May 2026 and may depart not earlier than 1300hrs, 11 May 2026

2. Aside from the scout uniform, participants shall bring a Filipina costume, raincoat, working clothes, smart casual clothes, toiletries, personal medications, tents, sleeping gear, and other personal belongings.
3. Deadline for Submission of Participation shall be on 25 April 2026 through this link <https://forms.gle/1Wr24WAdN7kJf4h9>
4. A non-refundable but transferable reservation fee of four thousand pesos (P 4,000.00) shall be deposited into the host council account. Council Scout Executives are requested to monitor the deposit of their participants. It is understood that if the Unit Leader responds to the link, he/she will be participating in the training course and shall therefore deposit the reservation fee. Should we fail to complement the minimum required 32 participants in a course, it is only then that we will return the reservation fee through your respective councils.
5. Trainers who are in the process of completing the requirements for the issuance of their honorable charge as Leader Trainers or in taking the Course for Managers of Training are given priority to serve; however, in case their local council fails to send participants, the slots will be given to the other councils. In view of this, trainers are requested to recruit participants to ensure their assistance in the training courses.
6. Council Scout Executives are enjoined to assist their participants in seeking support for the payment of their registration from their local government using the joint DBM, DepEd and DILG Joint Memorandum No. 1 & 2 series 2020 and DILG Memorandum No. 11 series 2018.
7. Other matters relevant to the conduct of these training courses will be issued from time to time.
8. All concerned are enjoined to disseminate and give attention to this memorandum especially those who failed to complement the number of qualified staff in the conduct of unit leaders' basic training courses.

  
**IMELDA S. SAMSON**  
Youth Development Officer V