



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



SCHOOLS DIVISION OFFICE
DEPED VIGAN CITY

02 SEP 2026

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COUNCIL MEMORANDUM

No. 11 s. 2026

To: ALL SECONDARY SCHOOL COORDINATORS (HIGH SCHOOL)
ALL OTHER CONCERNED

SUBJECT: CONDUCT OF CREW LEADERS TRAINING COURSE

1. PURPOSE

The Boy Scouts of the Philippines – Ilocos Sur Council will conduct the **Crew Leaders Training Course (CLTC)** on **September 12–14, 2026**.

The training is intended to strengthen the leadership, management, and program implementation skills of adult leaders involved in the operation, supervision, and guidance of **Senior Scout Crews**.

2. SCHEDULE AND VENUE

Date: September 12–14, 2026

Activity: Crew Leaders Training Course (CLTC)

Venue: Ilocos Sur National High School, Vigan City, Ilocos Sur

3. REGISTRATION FEE

A registration fee of **One Thousand Pesos (P1,000.00)** per participant shall be collected to cover meals, training materials, supplies, and other necessary expenses related to the conduct of the course.

Interested participants are advised to register through:

Scout Leader RAYMUND A. ESPIRITU

Contact No.: 0956-004-9085

Deadline of Registration: September 09, 2026

Strict observance of the registration deadline is requested to provide the host and organizing team sufficient time to prepare the necessary training materials, meals, supplies, and other logistical requirements.

4. STAFF AND TRAINING TEAM

The following personnel are hereby designated to serve as members of the Training Staff:

NAME	DESIGNATION/ASSIGNMENT
MARVELOUS RAGASA	ALT – Discussant/Counsellor
RAYMUND A. ESPIRITU	ALT – Discussant/Counsellor
KIMBERLY G. ESPIRITU	WBH – Discussant/Counsellor
DWAYNE ALQUETRA	WBH – Discussant/Counsellor



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5. REQUEST FOR EXCUSE

In view of their official assignments and participation as members of the Training Staff, the above-named personnel are respectfully requested to be **excused from their regular duties** during the period of the Crew Leaders Training Course, subject to the approval of their respective school heads, offices, or immediate supervisors.

Their participation is essential to the successful implementation of the training program and will contribute significantly to the development of competent, committed, and effective leaders in the Senior Scout and Rover Scouting programs.

6. SERVICE CREDITS

The Council respectfully requests that the **attending Outfit Advisors and other qualified personnel** be granted appropriate **service credits**, whenever applicable, pursuant to existing DepEd policies and guidelines, including the provisions of **DECS Memorandum No. 143, s. 1997**, subject to the evaluation and approval of the appropriate DepEd authorities.

7. FUNDING AND EXPENSES

Registration fees, travel expenses, and other incidental expenses incurred in connection with participation in this activity may be charged against the **school MOOE, district funds, or other appropriate local funds**, subject to the availability of funds and the usual accounting and auditing rules and regulations.

8. COMPLIANCE

All concerned are enjoined to extend their full support and cooperation for the successful conduct of this activity.

Participants are likewise requested to complete their registration **on or before September 09, 2026** to ensure proper preparation and coordination of all logistical requirements.

9. INQUIRIES

For further inquiries regarding the activity, please contact:

Scout Leader RAYMUND A. ESPIRITU

Contact No.: **0956-004-9085**

or visit the:

Boy Scouts of the Philippines – Ilocos Sur Council Office

Corner V. Salcedo – Delos Reyes Streets

Barangay V, Vigan City, Ilocos Sur

10. DISSEMINATION

Immediate and wide dissemination of this Memorandum is hereby **enjoined**.

Thank you for your usual support and cooperation.



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EDWIN T. VIERNES
Council Scout Executive

Noted by:


DR. DIOCESAR S. SUERO
Council Chairperson

Approved by:


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

