



**BOY SCOUTS OF THE PHILIPPINES**  
**CAVITE COUNCIL**  
**IMUS PILOT ELEMENTARY SCHOOL**  
**IMUS CITY**  
**Tel. No. (046) 424-1227**


08 August 2016

**COUNCIL MEMORANDUM**  
NUMBER 04 S. 2016

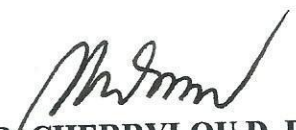
**TO :** All District Chairmen, District Scout Commissioners, Institutional Heads (Public and Private Schools), District/Institutional Scout Coordinators and Unit Leaders.

**SUBJECT :** **COUNCILWIDE BASIC TRAINING COURSE FOR UNIT LEADERS**

1. We are pleased to announce that the Boy Scouts of the Philippines, Cavite Council will conduct a **Councilwide Basic Training Course for Kawan and Troop Leaders** on August 26-28, 2016 at **Silang Central School, Silang, Cavite**.
2. This training is a live-in 3-day course to be participated in by prospective unit leaders. This course will help update the capabilities of Unit Leaders to manage their respective registered units. **Reporting time is 1:00p.m.**
3. **Other Details:**
  - a. **Attire:** Candidates are expected to bring 1) Type B Uniform (white T-shirt, Unit Leaders Neckerchief, 2) beddings, folding bed, 3) jacket/sweater, 4) rubber shoes for games, 5) writing and drawing materials, during games session, men will be asked to wear T-shirt, women jeans. Personal kits shall depend on individual needs.
  - b. **Course Fee:** **ONE THOUSAND TWO HUNDRED PESOS (Php1,200.00)** to cover the Neckerchief and Slide, meals and snacks for three days, materials to be issued, Certificate of Participation and other administrative expenses.
4. For proper coordination, please inform us by Telephone No. 424-1227 on your number of participants.

  
**WALRY E. HERRADURA**  
Council Scout Executive

Approved:

  
**DR. CHERRYLOU D. DE MESA**  
OIC Schools Division Superintendent  
Division of Cavite



Republic of the Philippines  
Department of Education  
Region IV-A (CALABARZON)  
**DIVISION OF CAVITE**  
Trece Martires City



August 08, 2016

**TRAVEL ORDER**

Authority is hereby requested for:

- |                              |                                     |
|------------------------------|-------------------------------------|
| - Sctr. Isagani Maniquiz     | - Silang I                          |
| - Sctr. Ronie A. Mojica      | - GMA Technical High School         |
| - Sctr. Jacinto I. Pulido    | - GMA Technical High School         |
| - Sctr. Elmer L. Cayas       | - GMA Technical High School         |
| - Sctr. Angelina R. Oliveros | - Munting Ilog National High School |
| - Sctr. Reynaldo R. Bajado   | - Silang I                          |
| - Sctr. Roberto Torress      | - Silang I                          |
| - Sctr. Jose O. Mendoza      | - Silang II                         |
| - Sctr. Ramil Rozul          | - Silang II                         |
| - Sctr. Armando G. Bayan     | - Silang II                         |
| - Sctr. Felma R. Cayas       | - GMA District                      |

\*\*\*\*\* nothing follows \*\*\*\*\*

Purpose : To attend and assist in the **Patrol/Crew Leaders Training Course**

Destination: Imus Pilot Elementary School, Imus City


Dates: August 19-21, 2016

Transportation: Land

Travel is on :  official business  
 official time

Source of funds (if for official Business)

MOOE  
 Others: Local Funds

  
**CHERRYLOU D. DE MESA**  
OIC Schools Division Superintendent