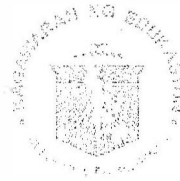




Republic of the Philippines
Department of Education
Region VII, Central Visayas
TAGBILARAN CITY SCHOOLS DIVISION
City of Tagbilaran




July 25, 2018

DIVISION MEMORANDUM
No. 419 s. 2018

MONTHLY MEETINGS OF DISTRICT/SCHOOL FIELD ADVISERS IN THE COUNCIL FISCAL
YEAR 2018 -- 2019

TO : All Public and Private Elem. and Secondary School Principals
District/School Field Advisers
All Others Concerned

1. Attached is GSP Council Circular No. 8, s. 2018 reiterating the general and specific duties and responsibilities of District/School Field advisers and the scheduled meetings for the fiscal year 2018-2019.
2. For information, guidance and reference of all concerned


VIRGINIA C. ZAPANTA, E d.D., CESO V
Schools Division Superintendent



GIRL SCOUTS OF THE PHILIPPINES
Visayas Region
Bohol Girl Scout Council

COUNCIL CIRCULAR NO. 8
Series of 2018

TO : ALL CHAIRMEN, GIRL SCOUT AREAS, DISTRICT/BARANGAY SCOUTING COMMITTEES, SCHOOLS DISTRICT SUPERVISORS, CENTRAL/SCHOOL PRINCIPALS, HEAD TEACHERS, DISTRICT/SCHOOL FIELD ADVISERS AND TROOP LEADERS FOR ELEMENTARY AND SECONDARY PUBLIC AND PRIVATE SCHOOLS ALL MUNICIPALITIES BOHOL DIVISION & TAGBILARAN CITY DIVISION

SUBJECT : MONTHLY MEETINGS OF DISTRICT/SCHOOL FIELD ADVISERS IN THE COUNCIL FOR THE FISCAL YEAR JULY 2018 - JUNE 2019

DATE : JULY 24, 2018

The District/School Field Advisers (DFA & SFA) are the Technical Extension of the Council. The success of the administration of the Girl Scout Programs and Training Events in the Council and in the Girl Scout Districts depends largely on their knowledge and skills. They play a vital role in facilitating the monitoring of troop registration, program implementation, and reporting of activities in the district.

Hereunder are their General Responsibilities and Specific Duties:

| |
|---|
| General Responsibilities: |
| <ol style="list-style-type: none"> 1. To assist the Council in the implementation of the standard procedures and plan of activities. 2. To help promote Girl Scouting in the District/Division. |
| Specific Duties: |
| <ol style="list-style-type: none"> 1. To encourage the prompt registration of troops, District and Barangay Committee members. 2. To assist the District Committee in the planning and execution of Girl Scout activities in their respective areas. 3. To see to it that the Girl Scout activities are in accordance with the approved policies, procedures and rules. 4. To coordinate Girl Scouting trainings, camps, conferences, etc. in the District Committee. 5. To act as Liaison Officer between troops and schools in the District. 6. To render monthly report to the Council through the District Committee. 7. To serve as Secretary to the District Committee in its meeting and give technical help and information. |

DEPT. TAGBILARAN CITY DIVISION
 SDS OFFICE
 UPLOADED
 BY: _____ DATE: 7/24/18

Hence, the need for the DFAs and SFAs to meet regularly to discuss relevant Girl Scout issues and activities, submit reports, register/re-register troops and District/Barangay Committees among others

The scheduled meetings of the District/School Field Advisers for the fiscal year 2018-2019 are as follows:

| Year 2018 | Year 2019 |
|------------------------|-----------------------|
| July 07, Saturday | January 12, Saturday |
| August 03, Friday | February 09, Saturday |
| September 01, Saturday | March 02, Saturday |
| October 06, Saturday | April 06, Saturday |
| November 10, Saturday | May 04, Saturday |
| December 08, Saturday | June 01, Saturday |

The Council will subsidize the A.M. Snacks and Lunch while transportation and other incidental expenses to be incurred during the monthly meetings are chargeable against Division/School Maintenance and Other Operating Expenses (MOOE), District share of SMFC tickets, local and other sources of funds subject to the usual accounting and auditing rules and regulations.

Compensatory Time Off (CTO) or Service Credit can be claimed for the extra service rendered on Saturday.

Proper dissemination is highly desired.

Thank you very much for the continuing support to Girl Scouting.



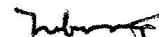
MISS PRISCILLA MOONYEEN P. MONTAÑEZ
Council Executive



MRS. ANNE MARIQUIT D. OPPUS
Council President



VIRGINIA C. ZAPANTA, Ed.D., CESO V
Schools Division Superintendent
DepEd Tagbilaran City Division
GS Council Commissioner for
Administration



NIMFA D. BONGO, Ed.D., CESO V
Schools Division Superintendent
DepEd Bohol Division
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Administration