



**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:

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

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**  
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