



Republic of the Philippines  
**Department of Education**  
REGION VII - CENTRAL VISAYAS  
DIVISION OF CITY SCHOOLS - TAGBILARAN CITY

**Office of the Schools Division  
Superintendent**

May 26, 2025

**DIVISION MEMORANDUM**  
SGOD-2025- 114


To: **OLIVER G. ARCILLAS** - Booy South Elementary School

**BSP- BOHOL COUNCIL: ADVANCED TRAINING COURSES**

1. You are hereby directed to attend and serve as one of the training staff during the conduct of the Advanced Training Courses of the BSP Bohol Council on May 26-31, 2025 at Roxas Park, Calma, Garcia-Hernandez, Bohol and shall be granted service credits/Compensatory Time Off (CTO) subject further to existing rules and guidelines.
2. For your guidance and compliance.

**WILFREDA D. BONGALOS PhD, CESO V**  
Schools Division Superintendent

For the SDS:

  
**JOHN ARIEL A. LAGURA PhD**  
Assistant Schools Division Superintendent

WDB/JAL/SGOD/MCC/jpp



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Boy Scouts of the Philippines  
Eastern Visayas Region  
**BOHOL COUNCIL**  
0481 CPG North Avenue, Tagbilaran City 6300  
Cel No. 09173202877

May 23, 2025

**WILFREDA D. BONGALOS PhD, CESO V**  
Schools Division Superintendent  
Department of Education  
Tagbilaran City Division  
City of Tagbilaran

Madam:

Greetings!

This is in connection with the scheduled Advanced Training Courses on May 26-31, 2025 at Roxas Park, Calma, Garcia-Hernandez, Bohol. We already have requested some scouters from Tagbilaran to serve as training staff. However, due to an unexpected incident, one of them cannot proceed with the training.


For this, we humbly request approval from your good office for Mr. Oliver G. Arcillas of Booy South Elementary School to be us on the above-mentioned training to serve as one of the training staff in lieu of some of the adults we requested earlier.

We request further that he be granted with service credits/Compensatory Overtime Credit (COC)/Compensatory Time Off (CTO) in accordance with the existing rules and guidelines.

Looking forward to your kind and favorable response on this request.

Thank you very much and more power.

Respectfully yours,

  
**HERMES T. ANGOY**  
Council Scout Executive

Approved:

**WILFREDA D. BONGALOS PhD, CESO V**  
Schools Division Superintendent

*The Bohol Council, BSP, has built a proud tradition in the first 75 years!*