



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

**Office of the Schools Division
Superintendent**

August 20, 2026

DIVISION MEMORANDUM
No. 677, s. 2026

**BASIC TRAINING COURSES FOR ADMINISTRATIVE OFFICERS (AOs) AND PROJECT
DEVELOPMENT OFFICERS (PDOs)**

To: Chief, CID and SGOD
All Public and Private Elementary and Secondary School Heads
All Others Concerned

1. In reference to BSP Bohol Council Memorandum No. 28, s. 2026, this Office announces the conduct of the **Basic Training Courses for Administrative Officers (AOs) and Project Development Officers (PDOs)** on **August 25-27, 2026** at **Roxas Park Elementary School, Calma, Garcia-Hernandez, Bohol**.
 - i. Basic Training Course for Troop Leaders- for AOs/PDOs in the Elementary
 - ii. Basic Training Course for Outfit Advisors- for AOs/PDOs in the Secondary
2. All Administrative Officers (AOs) and Project Development Officers (PDOs) in the public elementary and secondary schools are encouraged to join. Interested participants must submit their name and school details to Mrs. Joermelyne Pasilbas, Division BSP Focal Person, to confirm their participation.
3. Registration free for the cost of meals/snacks, BSP Membership Fee and training materials will be **Two Thousand Pesos Only (P 2,000.00)**. Registration, transportation, and other incidental expenses shall be charged to School MOOE or to any available school funds subject to its availability and the usual accounting & auditing rules and regulations.
4. For more details, kindly see attached BSP Council Memorandum.
5. For information, guidance and widest dissemination.

WILFREDA D. BONGALOS PhD, CESO V
Schools Division Superintendent

WDB/JAL/SGOD/MCC/jpp



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Boy Scouts of the Philippines
BOHOL COUNCIL
City of Tagbilaran

August 5, 2026

COUNCIL MEMORANDUM

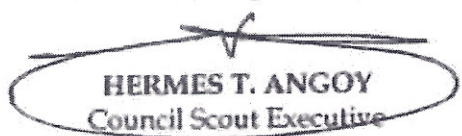
No. 28

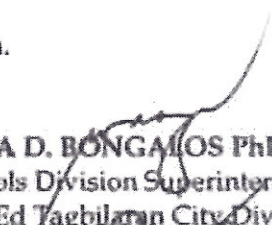
s. 2026

TO : Chairmen of the Municipal Scouting Committees, District Commissioners, District Field Commissioners, School Heads (Public and Private), BSP Coordinators, Unit Leaders and all concerned.

SUBJECT : **BASIC TRAINING COURSES FOR ADMINISTRATIVE OFFICERS (AOs) AND PROJECT DEVELOPMENT OFFICERS (PDOs)**

1. Announcing the conduct of the following Basic Training Courses on August 25-27, 2026 at Roxas Park Elementary School, Calma, Garcia-Hernandez, Bohol:
 - i. Basic Training Course for Troop Leaders - for AOs/PDOs in the Elementary
 - ii. Basic Training Course for Outfit Advisors - for AOs/PDOs in the Secondary
2. The courses aim to strengthen the Adults In Scouting and eventually improve the Scouting Program implementation in the province.
3. Each district is encouraged to send one (1) participant from the Elementary and one (1) participant from the secondary. Successful participants from these trainings shall be designated as District Advancement Coordinators.
4. Registration fee for the cost of meals/snacks, BSP Membership Fee and training materials will be Two Thousand Pesos (P 2,000.00). Registration, transportation, and other incidental expenses can be charged to the MOOE, SEF, PTA Funds or to any available local/school funds subject to its availability and the usual accounting & auditing rules and regulations.
5. All participants will assemble at the venue at exactly 8:00 o'clock in the morning on the first day of the schedule mentioned above in scouters' uniform or at least the wearing of the Adult neckerchief.
6. Participating AOs/PDOs and Adult Leaders/administrators serving as Training Staff in these courses shall be on official business.
7. These will all be live-in trainings. Thus, all participants are advised to bring the following:
 - a. Scouter's Uniform (Type A & B)
 - b. extra t-shirts, personal belongings & toiletries
 - c. beddings/mess kit
 - d. individual dome tent with sleeping gears
 - e. swimming attire
 - f. First Aid Kit
8. For information, guidance, and widest dissemination.


HERMES T. ANGOY
Council Scout Executive


WILFREDA D. BONGALOS PhD, CESO V
Schools Division Superintendent
DepEd Tagbilaran City Division


FAY C. LUAREZ EdD TM, CESO V
Schools Division Superintendent
DepEd Bohol Division


ATTY. EDGAR M. CHATTO
Council Chairman