

Department of Education
Region X
Northern Mindanao Region
DIVISION OF MALAYBALAY CITY

October 22, 2012

Division Memorandum
No. 154s. 2012

To: Institutional Heads
District BSP Coordinators
High School BSP Coordinators
District Scout Commissioners

Subject: BASIC TRAINING COURSE FOR UNIT LEADERS

1. There will be a **Basic Training Course** (Refresher Course) for all Unit Leaders in Malaybalay City Division this coming October 26-28, 2012 to be held at BSP Headquarter, Bukidnon Council, Malaybalay City. Opening program will start at exactly 8:00 AM of October 26, 2012.
2. Participants to this training are all newly hired and untrained teachers(Elementary& Secondary) handling Kab Scouts, Boy Scouts and Senior Scouts in their respective school.
3. There will be a registration of 500.00 per participant to cover expenses for training materials, snacks for the entire duration, lunch for October 26-28, and other incidental expenses. This can be charged to School funds/Local School Board Funds subject to usual auditing and accounting policies, rules and regulations.
5. Participants who are not from Malaybalay City proper are advised to bring sleeping gears as there will be night sessions. They may sleep at BSP Headquarter if they wish to.
6. For the information and guidance of all concerned.


EDILBERTO L. OPLENARIA
Schools Division Superintendent

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