



Republic of the Philippines
Department of Education
REGION X - NORTHERN MINDANAO
DIVISION OF MALAYBALAY CITY

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DEPED MALAYBALAY CITY DIVISION
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By: *[Signature]*

DIVISION MEMORANDUM

No. 588, s. 2022

**TO : Assistant Schools Division Superintendent
Chief Education Supervisors, CID and SGOD
Public Schools District Supervisors
Elementary and Secondary School Heads
All Others Concerned
This Division**

FROM : VICTORIA V. GAZO, PhD, CESO V
★ Schools Division Superintendent ★

DATE : October 27, 2022

**SUBJECT : MALAYBALAY CITY DIVISION BOY SCOUTS SCHOOL
COORDINATORS ORIENTATION AND WORKSHOP**

1. The Division Office through the Schools Governance and Operations Division (SGOD) will conduct the Boy Scouts School Coordinators Orientation and Workshop on November 3, 2022 (3:00 PM arrival and settling down) and November 4, 2022 at the BSP Building, Capitol Drive, Malaybalay City.
2. The aim of this activity is to strengthen and to orient school scout coordinators in their duties and functions.
3. Meals and snacks will be served starting dinner of November 3, 2022, breakfast and lunch of November 4, 2022 including two snacks (AM & PM).
4. Schools are directed to send their Boy Scout Coordinators (1 per school) or the authorized representatives in the case of nonavailability of the BSP coordinators.
5. Participants are directed to bring camping tents, personal belongings, eating utensils, laptops, extension wires, and wifi.



Address: Sayre Hi-way, Purok 6, Casisang, Malaybalay City
Telefax No.: 088-314-0094; Telephone No.: 088-813-1246
Email Address: malaybalay.city@deped.gov.ph



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6. Travelling and other incidental expenses incurred during the conduct of this activity shall be charged to school local funds subject to usual accounting and auditing rules and regulations.

7. Should there be queries, contact **Rosalio P. Arango**, Education Program Supervisor, SGOD at **0917 159 4825**.



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