



Republic of the Philippines  
Department of Education  
REGION XI  
SCHOOLS DIVISION OF DIGOS CITY



Office of the Schools Division Superintendent

**DIVISION MEMORANDUM**

CID-2025- 761

To : Public Schools District Supervisors  
Elementary/Secondary Public School Heads

Subject : **PARTICIPATION TO THE BASIC TRAINING COURSE FOR KAWAN AND TROOP LEADERS AS COURSE STAFF**

Date : August 19, 2025

This is in reference to the letter from the Boy Scout of the Philippines (BSP) Davao del Sur Council dated August 7, 2025, re: requesting the identified DepEd Personnel listed below to serve as Course Staff in the Basic Training Course for Kawan and Troop Leaders on August 29 – 31, 2025 at Isabelo Calma Sr. Central Elementary School, Balasiao, Kiblawan, Davao del Sur.

1. Florencio D. Allawan, ALT/CMT - Digos Occidental
2. Alica A. Arnado, ALT/CMT - Digos Occidental

Likewise, concerned DepEd personnel are hereby advised to report to the **Camp at 5:00 PM on August 29, 2025**. There should be no DepEd funds to be utilized for this activity.

Corresponding compensatory overtime and /or service credit (COC/SC) shall be granted to all attendees for services rendered on Saturday and Sunday as provided for in DepEd Order No. 13, s. 2024 once necessary documents are found to be in order.

Immediate dissemination of this Memorandum is desired.

  
**MELANIE P. ESTACIO, PhD., CESO VI**  
Schools Division Superintendent

DepEd Schools Division of Digos City  
RECORDS SECTION

**RELEASED**  
DATE: AUG 26 2025 TIME: 4:29 PM  
BY: 

Enclosed: As stated.  
CID/ndb



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# BOY SCOUTS OF THE PHILIPPINES DAVAO DEL SUR COUNCIL

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"Laging Handa"



0825070323 ✓

August 07, 2025

SUPT. MELANIE P. ESTACIO, CESO VI  
Schools Division Superintendent  
DepEd - Schools Division of Digos City  
Roxas St., Digos City

Ma'am:

*Greetings of Good Scouting Spirit!*

The Boy Scouts of the Philippines - Davao del Sur Council will be conducting a BASIC TRAINING COURSE FOR KAWAN & TROOP LEADERS on August 29-31, 2025 at Isabelo Calma Sr. Central Elementary School, Balasiao, Kiblawan, Davao del Sur.

In view of the foregoing, we would like to request your good office to allow the following Scout Leaders below to serve as Course Staff in the said training on the inclusive dates mentioned, to wit:

- |                                  |                    |
|----------------------------------|--------------------|
| 1. FLORENCIO D. ALLAWAN, ALT/CMT | - Digos Occidental |
| 2. ALICIA A. ARNADO, ALT/CMT     | - Digos Occidental |

Moreover, we advise all concerned personnel to report to the training venue on August 29, 2025, at 5:00 PM and may we also request that corresponding service credits shall be granted as per DepEd Order No. 76, s. 2012 once necessary documents are found to be in order.

We are hoping for your favorable response on this matter. Thank you and God bless you always.

Truly yours,

  
REZEILE ANTHONY V. DONGA  
Council Scout Executive

Approved:

MELANIE P. ESTACIO, CESO VI  
Schools Division Superintendent