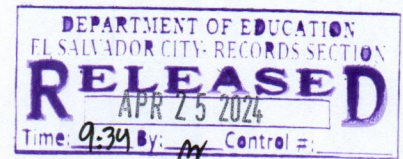




Republic of the Philippines  
Department of Education  
REGION X – NORTHERN MINDANAO  
SCHOOLS DIVISION OF EL SALVADOR CITY



Office of the Schools Division Superintendent

24 April 2024

DIVISION MEMORANDUM  
NO. 184, s. 2024

**1<sup>ST</sup> COUNCIL-WIDE SENIOR/CADET GIRL SCOUTS CAPACITY  
BUILDING AND TRAINING**

To: **Assistant Schools Division Superintendent  
Chief Education Supervisor, SGOD  
Project Development Officer II  
All Public Secondary School Heads  
All Secondary GSP Coordinators  
All Others Concerned**  
This Division

1. Relative to the Girl Scout of the Philippines (GSP) Council Circular No. 4, s. 2024 entitled 1<sup>st</sup> Council-Wide Senior/Cadet Girl Scouts Capacity Building and Training, this Office hereby invites the field to participate on the said event on May 4, 2024, Saturday at Coco Bay, Tablon, Cagayan de Oro City. Registration of participants starts at 7:30 A.M.
2. This activity aims to organize the Senior/Cadet Girl Clubs and the reorganization of the **Service Auxiliary Volunteers for Emergency and Relief (SAVER)**. A program undertaken by a team of Girl Scouts and Non-Girl Scout volunteers organized to assist in times of emergency.
3. Further, expected participants are all registered Senior and Cadet Girl Scouts and Secondary Troop Leaders (Chaperons). Please see attached communication letter.
4. Moreover, teaching and non-teaching participants involved in the conduct of this activity during the weekend and/or holidays shall be entitled to service credits in accordance with DepEd Order No. 52, s. 2003 entitled Updated Guidelines on Grant of Vacation Service Credits to Teachers. On the other hand, non-teaching staff shall be provided with Compensatory Time-off (CTO) per Civil Service Commission and





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Department of Budget and Management Joint Circular No. 2, s. 2004  
on Non-Monetary Remuneration for Overtime Service Rendered.

5. This memorandum serves as an **Authority to Travel**.
6. Expenses relative to the activity may be charged to School Board/Local Scout Funds, MOOE subject to the usual accounting and auditing guidelines.
7. This Office adheres to the Equal Opportunity Principle (EOP) in the steps to be undertaken for this purpose. Hence, all decision and actions shall be based solely on guidelines set with no discrimination on the account of age, gender identity, sexual orientation, civil status, disability, religion, ethnicity or political affiliation.
8. Immediate and wide dissemination of this Memorandum is enjoined.

**RANDOLPH B. TORTOLA**  
Schools Division Superintendent

To be indicated in the Perpetual Index  
under the following subject:

SGOD/DRRM/jee      GSP TRAINING  
SAVERS  
SENIOR/CADET GIRLS



Address: Zone 3, Poblacion, El Salvador City  
Telephone No: (088) 555-0475  
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Email Address: [elsalvador.city@deped.gov.ph](mailto:elsalvador.city@deped.gov.ph)

Transforming Schools,  
Forging Partners





**GIRL SCOUTS OF THE PHILIPPINES**

Misamis Oriental Council

Cagayan de Oro City

Council Circular No. 4  
Series 2024

**TO:** ALL DISTRICT SUPERVISORS, SCHOOL ADMINISTRATORS/ SECONDARY SCHOOL PRINCIPALS (PUBLIC & PRIVATE), SECONDARY SCHOOL COORDINATORS & TROOP LEADERS

**RE:** **SCOUTS AUXILIARY VOLUNTEER FOR EMERGENCY & RELIEF SERVICE (SAVERS)**

**Date:** April 15, 2024

Please be informed that the GSP, Misamis Oriental Council will conduct the 1<sup>st</sup> Councilwide Senior/Cadet Girl Scouts Capacity Building and Training. Purpose of this activity is to organize the Senior/Cadet Girl Clubs and the reorganization of the **Service Auxiliary Volunteers for Emergency and Relief (SAVER)**. A program undertaken by a team of Girl Scouts and Non-Girl Scout volunteers organized to assist in times of emergency.

Please find the hereunder details of the training:

**Dates and Venue** : May 4, 2024

**Place** : COCO BAY  
Tablon, Cagayan de Oro City

**Participants** : Senior and Cadet Girl Scouts and Secondary Troop Leaders  
(Chaperons)

**Attire** : Girls-Outdoor Uniform (GSP white shirt w/ Logo, jogging pants/maong pants)  
GSP hat, scarf  
Adults- Black Polo

**Schedule of Activities:**

7:30 – Arrival/Registration  
8:30 A.M-Opening Ceremony

**Registration** : P 300.00/participant- for lunch, snacks, certificate, badges & venue

**Things to Bring** : **Parent consent**  
Swimming attire  
Each participant will bring 6 pcs. bamboo stick at 2 inches wide at 1 meter long, plastic twine, drinking water

Please confirm participation for our preparation to 09975084740 or thru messenger.

May we request that teachers attending this event be given a 1 day service credit.

Anticipating with thanks that once again this activity merits your warm favorable support and approval.

Thank you.

**ROWENA H. PARA-ON**  
Council President

**LYRA P. VAGUCHAY**  
Council Executive

**APPROVED:**

**RANDOLPH TORTOLA, PH.D.**