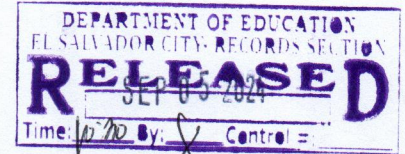




Republic of the Philippines  
Department of Education  
REGION X – NORTHERN MINDANAO  
SCHOOLS DIVISION OF EL SALVADOR CITY



Office of the Schools Division Superintendent

04 September 2024

DIVISION MEMORANDUM  
NO. 341, s. 2024

**GIRL SCOUT OF THE PHILIPPINES (GSP) WEEK**

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

1. Relative to the scheduled Girl Scout Week celebration, this Office hereby invites the field to participate on the said event on September 21, 2024, Saturday at Misamis Oriental Provincial Capitol Ground, Cagayan de Oro City. Registration of participants starts at 7:30 A.M.
2. This activity aims to gather all girls in green to celebration to celebration and culminate the Girl Scout Week with the theme: *“Women of Today for the Girls of Tomorrow”*.
3. Further, expected participants are all Elementary and Secondary GSP Coordinators, Division GSP Coordinator and all registered Girl Scouts. 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 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**.



Address: Zone 3, Poblacion, El Salvador City  
Telephone No: (088) 555-0475  
Website: [www.depedelsalvadorcity.net](http://www.depedelsalvadorcity.net)  
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Republic of the Philippines  
Department of Education  
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SCHOOLS DIVISION OF EL SALVADOR CITY

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6. Travel 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 WEEK  
CULMINATION



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**GIRL SCOUTS OF THE PHILIPPINES**

**Misamis Oriental Council**

Cagayan de Oro City

(Tel #. 859-3834/09975084740)

August 30, 2024

RANDOLPH B. TORTOLA, Ph. D.

Schools Division Superintendent

Commissioner for Administration

El Salvador City Division

El Salvador City

SIR:

The Girl Scouts of the Philippines, Misamis Oriental Council will celebrate the GIRL SCOUT WEEK on September 15-21, 2024 with the theme: **:"WOMEN OF TODAY FOR THE GIRLS OF TOMORROW"** Highlight of the said celebration is the culmination which will be held on September 21, 2024 at the Provincial Capitol Grounds.

Please below the details of the activities for our girls during the said celebration. To wit:

- Event: - CULMINATION OF GS WEEK 2024
- Date - September 21, 2024, Saturday  
Misamis Oriental Provincial Capitol Grounds
- Participants - All registered girl scouts (Twinklers, Stars, juniors, Seniors, Cadets, Troop Leaders, Co-Leaders, Volunteers, supporters
- Schedule of Activities - 7:30 A.M. Arrival/Registration 8:30  
A.M. Opening Ceremony
- Event Fee - P 50.00/participant for badges, certificate and activity materials
- Dress Code - Outdoor Uniform  
Girls-(GSP-White shirt (GSP Logo in front) with Bermuda shorts/jeans and scarf  
Adult-Black Polo
- F. Presentation group chat - for groupings and dance presentation-this will be posted in the DFA/SSC
- G. Things to Bring -packed lunch and snacks  
Parent Consent Form (to be kept by the chaperons)  
-Coins, (for our coin tower building) for our Escoda Fund and flowers

May we also request for a 1 day service credit for teachers attending/participating on this event as per DO 53S.2023 updated guidelines on grant of service credits to teachers.

Please confirm participation on or before September 15, 2024 for the preparation of materials.

Thank you so much for your continued support to the Girl Scouting Movement.

ROWENA H. PARA-ON  
Council President

LYRA P. VAGUCHAY  
Council Executive