

Boy Scouts of the Philippines  
**Nueva Vizcaya Council**  
Bayombong



October 31, 2024

**Council Memorandum**  
**Number 06 , S.2024**

**To: All District Scout Commissioners (District Supervisors)**  
**Institutional Heads (Secondary and Elementary School Heads)**  
**District Field Commissioners (District BSP Coordinators)**  
**School BSP Coordinators**  
**Other Stakeholders**



**Subject: BASIC TRAINING COURSES**

1. We are pleased to announce the conduct of the following Basic Training Courses:
  - A. Basic Training Course for Kawan Leaders (BTC-KL)**  
Date: November 15-17, 2024  
Venue: Bonfal Pilot Central School, Bonfal, Bayombong  
Participant: Grades I to Grades III Teachers
  - B. Basic Training Course for Troop Leaders (BTC-TL)**  
Date: November 15-17, 2024  
Venue: Bonfal Pilot Central School, Bonfal, Bayombong  
Participant: Grades IV to Grades VI teachers
  - C. Basic Training Course for Outfit Advisors (BTC-OA)**  
Date: November 15-17, 2024  
Venue: Bonfal National High School, Bonfal, Bayombong  
Participant: Secondary High School Teachers
2. Participants shall be charged Two Thousand Pesos (Php 2, 000.00) to cover food, snacks, training materials, certificates and other operational expenses. This maybe charge to MOOE, local funds and other sources subject to the usual accounting and auditing rules. Food will be served starting lunch on November 15, 2024 up to lunch of November 17, 2024.
3. Each District must send at least four (4) teachers to attend the BTC-KL and Four (4) teachers for the BTC-TL, and Secondary School heads may at least send two (2) secondary teachers to attend the BTC-OA on **Official Business**.

4. Participants are advised to bring enough clothing good for the duration of the training, beddings and other personal needs. This is a live in training and there will be evening session; therefore, participants are not allowed to go home in the afternoon.
5. This memorandum also served as a **Travel Order**.
6. Widest dissemination, cooperation and support is desired.

  
EDWIN N. MUTUG  
Council Scout Executive

Approved:

  
ORLANDO E. MANUEL, PhD., CESOV  
Schools Division Superintendent/   
Council Scout Commissioner

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