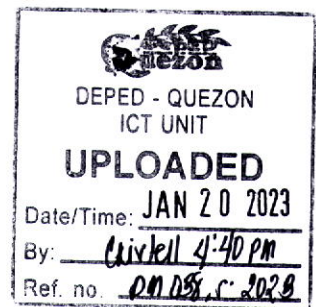




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



19 January 2023

DIVISION MEMORANDUM
DM No. 088, s. 2023

PATROL LEADERS AND CREW LEADERS TRAINING COURSES (PLTC/CLTC)

To: Assistant Schools Division Superintendents
Division Chiefs
Elementary and Secondary School Heads
School Heads In-Charge of Youth Formation
BSP Coordinators
All Others Concerned

1. In reference to the **Boy Scouts of the Philippines (BSP) Quezon Council Office Memorandum No. 02, s. 2023**, this Office requests for the participation of **Patrol Leaders for Boy Scouts and Crew Leaders for Senior Scouts**.
2. Kindly read the attached documents for your guidance and reference.
3. Decision to attend shall be lodged to the school head with strict compliance to time-on-task policy, no-disruption-of-classes policy as stipulated in **DepEd Order No. 09, s. 2005**, omnibus travel guidelines for all personnel of the Department as stipulated in **DepEd Order No. 43, s. 2022** and adherence to the IATF guidelines on safety and health protocols.
4. Widest dissemination of this Memorandum is earnestly desired.

ELIAS A. ALICAYA JR., EdD
Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent

sgod/mamt/01/19/2023

DEPEDQUEZON-TM-SDS-04-009-003



"Creating Possibilities, Inspiring Innovations"

Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
Trunkline #: (042) 784-0366, (042) 784-0164, (042) 784-0391, (042) 784-0321
Email Address: quezon@deped.gov.ph
Website: www.depedquezon.com.ph



Boy Scouts of the Philippines

→ **QUEZON COUNCIL**

Perez Street, 4301 Lucena City

Email Address: quezonbsp1948@gmail.com

January 18, 2023

COUNCIL OFFICE MEMORANDUM

Number 02, s. 2023

T O : ALL DISTRICT SCOUT COMMISSIONERS, INSTITUTIONAL HEADS, DISTRICT TROOP LEADERS, INSTITUTIONAL REPRESENTATIVES AND UNIT LEADERS

SUBJECT : **PATROL LEADERS & CREW LEADERS TRAINING COURSES (PLTC/CLTC)**

1. For the information and guidance of all concerned, the Boy Scouts of the Philippines, Quezon Council will conduct series of **Patrol and Crew Leaders Training Courses (PLTC/CLTC)** as scheduled below, to wit:
 - 1.1 **FIRST CONGRESSIONAL DISTRICT - FEBRUARY 17 - 19, 2023**
PLTC - SAMPALOC ELEMENTARY SCHOOL MAIN
CLTC – ADELA S. TORRES NHS
SAMPALOC DISTRICT SAMPALOC, QUEZON
 - 1.2 **SECOND CONGRESSIONAL DISTRICT - MARCH 10 – 12, 2023**
PLTC/CLTC – LUSACAN CENTRAL ELEMENTARY SCHOOL
TIAONG II DISTRICT, TIAONG, QUEZON
 - 1.3 **FOURTH CONGRESSIONAL DISTRICT - MARCH 17 – 19, 2023**
PLTC/CLTC – CALAUAG EAST CENTRAL ELEMENTARY SCHOOL
CALAUAG EAST DISTRICT, CALAUAG, QUEZON
 - 1.4 **THIRD CONGRESSIONAL DISTRICT - MARCH 31 – APRIL 2, 2023**
PLTC / CLTC - UNISAN INTEGRATED NATIONAL HS
UNISAN, QUEZON
2. These trainings are intended to all **PATROL LEADERS (Boy Scouts) and CREW LEADERS (Senior Scouts)** to improve and upgrade their knowledge on the new program scheme of the BSP and to further develop their leadership competencies.
3. This is a live-in training. All scouts are required to attend **DAY ZERO for ONLINE SESSIONS on Thursday of the scheduled date of training at 6:00 pm** as they will be group into patrols/crews and will have the preliminary sessions, link shall be sent soon through their Institutional Scouting Coordinators, Troop Leaders or Outfit Advisors.
4. **WHAT TO BRING:**
 - 4.1. Dome Tent (**REQUIRED FOR CLTC**)/ HIGHLY ENCOURAGED FOR PLTC
 - 4.2. Bedding
 - 4.3. Eating Utensils
 - 4.4. Personal Belonging
 - 4.5. Scouting references





Boy Scouts of the Philippines

QUEZON COUNCIL

Perez Street, 4301 Lucena City

Email Address: quezonbsp1948@gmail.com

5. All participants are expected to get familiar with the following topics: Ideals, Troop / Outfit organization, Patrol / Crew Features, History of Scouting and Basic Knots.
6. The Course Fee of **THREE HUNDRED PESOS ONLY (PhP 300.00)** shall be charged each participant for *PLTC/CLTC Kit, training materials, ID, certificate, staff transportation and other operational costs.*
7. **LIMIT OF PARTICIPATION:**
Each schedule/venue shall be limited to **3 COURSES ONLY** (90–120 participants), thus, participation shall be on a **FIRST-COME-FIRST SERVED BASIS**. The council will post from time to time the update of confirmed participation on each venue. (The attached form shall be used).
8. Participants must report at the course venue on or before 5:00 p.m. of DAY 1 for the Opening Ceremonies, and must stay until closing on DAY 3, 10:00 a.m.
9. Since the activity falls on weekend due to the No. Interruption of Classes Policy, accompanying adult leaders shall be entitled to service credit as stated on DO 53 s. 2003 Updated Guidelines on Grant of Vacation Service Credits to Teachers.
10. Your priority attention is hereby requested to conform to the training standard policies and procedures.

For & in behalf of:

JOEL R. AVILLEDO, Ph.D.

Council Scout Executive


BALDWIN D. BALDOVINO

Council Field Scout Executive

NOTED & APPROVED:

NATIVIDAD P. BAYUBAY, CESO VI
Schools Division Superintendent
& Deputy Council Scout Commissioner
SDO-City of Tayabas

ELIAS A. ALICAYA, JR., EdD
Schools Division Superintendent
& Council Scout Commissioner
SDO-Quezon

NOTE: Please confirm your number of participants to Quezon BSP Office, or thru email/facebook at quezonbsp1948@gmail.com





Boy Scouts of the Philippines

→ **QUEZON COUNCIL**

Perez Street, 4301 Lucena City

Email Address: quezonbsp1948@gmail.com

January 18, 2023

COUNCIL OFFICE MEMORANDUM

Number 02, s. 2023

T O : ALL DISTRICT SCOUT COMMISSIONERS, INSTITUTIONAL HEADS, DISTRICT TROOP LEADERS, INSTITUTIONAL REPRESENTATIVES AND UNIT LEADERS

SUBJECT : PATROL LEADERS & CREW LEADERS TRAINING COURSES (PLTC/CLTC)

- 1 For the information and guidance of all concerned, the Boy Scouts of the Philippines, Quezon Council will conduct series of **Patrol and Crew Leaders Training Courses (PLTC/CLTC)** as scheduled below, to wit:
 - 1.1 **FIRST CONGRESSIONAL DISTRICT - FEBRUARY 17 - 19, 2023**
PLTC - SAMPALOC ELEMENTARY SCHOOL MAIN
CLTC – ADELA S. TORRES NHS
SAMPALOC DISTRICT SAMPALOC, QUEZON
 - 1.2 **SECOND CONGRESSIONAL DISTRICT - MARCH 10 – 12, 2023**
PLTC/CLTC – LUSACAN CENTRAL ELEMENTARY SCHOOL
TIAONG II DISTRICT, TIAONG, QUEZON
 - 1.3 **FOURTH CONGRESSIONAL DISTRICT - MARCH 17 – 19, 2023**
PLTC/CLTC – CALAUAG EAST CENTRAL ELEMENTARY SCHOOL
CALAUAG EAST DISTRICT, CALAUAG, QUEZON
 - 1.4 **THIRD CONGRESSIONAL DISTRICT - MARCH 31 – APRIL 2, 2023**
PLTC / CLTC - UNISAN INTEGRATED NATIONAL HS
UNISAN, QUEZON
2. These trainings are intended to all **PATROL LEADERS (Boy Scouts) and CREW LEADERS (Senior Scouts)** to improve and upgrade their knowledge on the new program scheme of the BSP and to further develop their leadership competencies.
3. This is a live-in training. All scouts are required to attend **DAY ZERO for ONLINE SESSIONS** on **Thursday of the scheduled date of training at 6:00 pm** as they will be group into patrols/crews and will have the preliminary sessions, link shall be sent soon through their Institutional Scouting Coordinators, Troop Leaders or Outfit Advisors.
4. **WHAT TO BRING:**
 - 4.1. Dome Tent (**REQUIRED FOR CLTC**)/ **HIGHLY ENCOURAGED FOR PLTC**
 - 4.2. Bedding
 - 4.3. Eating Utensils
 - 4.4. Personal Belonging
 - 4.5. Scouting references





Boy Scouts of the Philippines

QUEZON COUNCIL

Perez Street, 4301 Lucena City

Email Address: quezonbsp1948@gmail.com

5. All participants are expected to get familiar with the following topics: Ideals, Troop / Outfit organization, Patrol / Crew Features, History of Scouting and Basic Knots.
6. The Course Fee of **THREE HUNDRED PESOS ONLY (PhP 300.00)** shall be charged each participant for *PLTC/CLTC Kit, training materials, ID, certificate, staff transportation and other operational costs.*
7. **LIMIT OF PARTICIPATION:**
Each schedule/venue shall be limited to **3 COURSES ONLY** (90–120 participants), thus, participation shall be on a **FIRST-COME-FIRST SERVED BASIS**. The council will post from time to time the update of confirmed participation on each venue. (The attached form shall be used).
8. Participants must report at the course venue on or before 5:00 p.m. of DAY 1 for the Opening Ceremonies, and must stay until closing on DAY 3, 10:00 a.m.
9. Since the activity falls on weekend due to the No. Interruption of Classes Policy, accompanying adult leaders shall be entitled to service credit as stated on DO 53 s. 2003 Updated Guidelines on Grant of Vacation Service Credits to Teachers.
10. Your priority attention is hereby requested to conform to the training standard policies and procedures.

For & in behalf of:

JOEL R. AVILLEDO, Ph.D.

Council Scout Executive

BALDWIN D. BALDOVINO

Council Field Scout Executive

NOTED & APPROVED:

ANTONIO P. FAUSTINO, JR.

OIC-Assistant Schools Division Superintendent
SDO-City of Tayabas

ELIAS A. ALICAYA, JR., EdD
Schools Division Superintendent
& Council Scout Commissioner
SDO-Quezon

NOTE: Please confirm your number of participants to Quezon BSP Office, or thru email/facebook at quezonbsp1948@gmail.com





Boy Scouts of the Philippines

QUEZON COUNCIL

Perez Street, 4301 Lucena City

Email Address: quezonbsp1948@gmail.com

ANNEX C: PARENT'S / GUARDIAN'S CONSENT FORM

Reference: DepEd Order No. 66, s. 2017 – Implementing Guidelines on the Conduct of Off-Campus Activities

Name of Learner: _____ Date of Birth: _____

Home Address: _____ Sex: _____

Parent's/Guardian's Name: _____

Contact Number/s: _____

Title of the Activity: **PATROL & CREW LEADERS TRAINING COURSE-PLTC/CLTC**

Venue: _____

Date of Activity: _____

As the parent / guardian of the abovementioned learner, I hereby acknowledge that I have been informed of the details of the off-campus activity and voluntarily and freely elect to participate in this off-campus activity. Furthermore, I understand the risks associated with an off-campus activity and agree that the rules and regulations established for the said activity are for the safety and security of the participants, and thus agree to instruct my child or children to obey them.

Having understood all the aforementioned, I hereby consent to allow my child or children to participate, acknowledging all of the foregoing. I am also solely responsible for providing travel insurance and any expenses for my child or children's participation in the activity.

Parent/Guardian's Name and Signature

Date



BOY SCOUTS OF THE PHILIPPINES QUEZON COUNCIL

PAHINTULOT NG MAGULANG (Parents Permit)

Sa Kinauukulan:

Akin pong pinahihintulutan ang aking anak na si _____,
na nasa ika-_____ na baytang ng _____,

(Paaralan)

(Distrito/Bayan)

na dumalo sa gaganaping **PATROL & CREW LEADERS TRAINING COURSE.**

Kalakip po nito ang mga sumusunod na kabayaran:

Php 300.00 TRAINING FEE

Php _____ para sa iba pang kontribusyon na napagkasunduan ng paaralan para sa pagdalo.

:

Lagda ng magulang sa ibabaw ng pangalan





Boy Scouts of the Philippines



QUEZON COUNCIL

Perez Street, 4301 Lucena City

Email Address: quezonbsp1948@gmail.com

PATROL & CREW LEADERS TRAINING COURSE (PLTC/CLTC)

Date: _____ Venue: _____

AUTHORITY TO TRAVEL FORM

is hereby granted to the following Scouts and Scouters of

_____, to attend the **PATROL & CREW LEADERS TRAINING COURSE** at _____ on _____, to wit:

SCOUTS:

- | | |
|----------|-----------|
| 1. _____ | 9. _____ |
| 2. _____ | 10. _____ |
| 3. _____ | 11. _____ |
| 4. _____ | 12. _____ |
| 5. _____ | 13. _____ |
| 6. _____ | 14. _____ |
| 7. _____ | 15. _____ |
| 8. _____ | 16. _____ |

SCOUTERS:

- | | |
|----------|----------|
| 1. _____ | 2. _____ |
| 3. _____ | 4. _____ |

Our participants will arrive at the venue on _____ at _____
(Date) (Time)

Institutional Scouting Coordinator
Date: _____

NOTED & APPROVED:

INSTITUTIONAL HEAD
Date: _____

NOTE: Please confirm your number of participants to Quezon BSP Office, or thru email/facebook at quezonbsp1948@gmail.com.





Boy Scouts of the Philippines

QUEZON COUNCIL

Perez Street, 4301 Lucena City

Email Address: quezonbsp1948@gmail.com

GENERAL PROGRAM OF ACTIVITIES

TIME	MINS.	SESSION/ACTIVITY	SESSION LEADER
DAY ZERO - THURSDAY - ONLINE			
6:00 – 7:00	60	GROUPING/COURSE ORGANIZATION & ROUTINE	COURSE LEADER
7:00 – 7:45	45	SMARTNESS & GOOD ORDER	SPL / SCL
7:45 – 8:15	30	PATROL/CREW ORGANIZATION	
DAY 1 – FRIDAY			
5:00 – 6:00	60	ARRIVAL / SETTLING IN	
6:00 – 6:30	30	OPENING CEREMONY	ACL-PROGRAM
6:30 – 7:15	45	BROTHERHOOD DINNER	
7:15 – 8:00	45	HISTORY OF SCOUTING / WOSM	
8:00 – 9:00	60	PATROL/CREW FEATURES / STA	
9:00		T A P S LIGHTS OFF	
DAY 2 – SATURDAY			
7:00 – 7:30	30	WASH UP / MORNING REVELIE	
7:30 – 8:00	30	FLAG UP / AWARDS	BY PATROL/CREW
8:00 – 8:45	45	TROOP/OUTFIT FORMATION	
8:45 – 9:30	45	PATROL / CREW MEETING	
9:30 – 9:45	15	B R E A K	
9:45 – 10:15	30	LEADERSHIP & HUMAN RELATIONS	
10:15 – 10:45	30	RELATIONSHIP OF BOY SCOUTING WITH OTHER SCOUTING SECTIONS	
10:45 – 12:15	75	TEACHING SCOUT SKILLS (PART I) PLTC : 1. Basic Knots 2. Lashing: Square, Diagonal & Tripod Lashing 3. Compass Reading 4. Basic First Aid CLTC : 1. Basic & Adv. Knots 2. Lashing: Square, Diagonal & Sheer 3. Orienteering 4. Advanced First Aid	S T A F F
12:15 – 1:00	45	BROTHERHOOD LUNCH	
1:00 – 1:45	45	RECREATIONAL LEADERSHIP: Sing Scouts Song	
1:45 – 2:30	45	CAMPFIRE INPUT: How to Run a Campfire	
2:30 – 3:15	75	TEACHING SCOUT SKILLS (PART 2)	S T A F F
3:15 – 3:45	30	OUTDOOR POLICIES (<i>including hiking tips, different kinds of activities</i>)	
3:45 – 5:30	105	H I K E	STAFF
5:30 – 7:30	120	DINNER / PREPARATION FOR CAMPFIRE	
7:30 – 8:00	30	PATROL ACTIVITIES	
8:00 – 9:00	60	CAMPFIRE – YARN: SCOUT IDEALS	
9:00		T A P S LIGHTS OFF	
DAY 3 – SUNDAY			
7:00 – 7:30	30	WASH UP MORNING REVELIE	
7:30 – 8:00	30	FLAG UP / AWARDING	BY PATROL/CREW
8:00 – 9:15	45	SCOUT ADVANCEMENT	
9:15 – 9:45	30	CLOSING CEREMONY	ACL PROGRAM





Boy Scouts of the Philippines



QUEZON COUNCIL

Perez Street, 4301 Lucena City

Email Address: quezonbsp1948@gmail.com

**PATROL & CREW LEADERS TRAINING COURSE STAFF
SAMPALOC ES MAIN / ADELA S. TORRES NHS
SAMPALOC, QUEZON
FEBRUARY 17 – 19, 2023**

PLTC	CLTC
MAIDA F. SALUDES, CML Sampaloc District Course Leader	MARY REGINE R. DE GUZMAN, CML Quezon National HS Course Leader
EDGAR A. FRANCISCO, SWB Pagbilao District I Assistant Course Leader	JONARK MARK M. FULAY, SWB Adela S. Torres National HS Assistant Course Leader
GINNUEL JANZENT G. ALCANTARA, CML Sariaya West District Senior Patrol Leader	JOHN EMERSON D. DATOR, SWB Talipan National HS Senior Crew Leader
FCY PESIGAN, CML Sariaya West District Scribe	IVY VILLAFLO, SWB Quezon National HS Scribe
DISCUSSANT / COUNSELOR	
WENIFREDA A. ACERO, SWB Mauban North District	MARK ROY A. TORRES, SWB Dr. Maria D. Pastrana NHS
OFELIA N. REMOLONA, SWB Sampaloc District	MAYLENE M. RADA, SWB Quezon National HS
EDANNY E. PALERACIO, SWB Sampaloc District	ANA Z. CANINDO, SWB Quezon National HS
MARK JOSEPH N. RABUTAZO, SWB Mauban North District	RYAN A. AUMENTADO, SWB Paaralang Sekundarya ng He. Nakar
JACK S. AVELLANO, SWB Mauban North District	ROCHELLE R. CUETO, SWB Quezon National HS
ERWIN R. NILOOBAN, SWB Mauban South District	JOJO C. AMPELOQUIO, SWB Quezon National HS
FERDINAND JABRICA, SWB Pagbilao District I	NORA H. JAO, SWB Lutucan Integrated NHS
Training Course Supervisor: PROCESO J. ALCALA, JR., ALT Sariaya East District	Training Course Supervisor: ALFREDO B. OBLEFIAS, ALT Paaralang Sekundarya ng Lucban IS
COURSE CONSULTANT :	
RODRIGO A. REYES, LT Council Training Commissioner	ROLANDO O. BAYLONGO, LT Council Program Commissioner
ELIZABETH M. DE VILLA, CWB SGOD, Division In-Charge of BSP	BALDWIN D. BALDOVINO, ALT Council Field Scout Executive





Boy Scouts of the Philippines



QUEZON COUNCIL

Perez Street, 4301 Lucena City

Email Address: quezonbsp1948@gmail.com

**PATROL & CREW LEADERS TRAINING COURSE STAFF
LUSACAN ELEMENTARY SCHOOL
TIAONG, QUEZON
MARCH 10 – 12, 2023**

PLTC	CLTC
CYRUZ M. REY, CML Tiaong II District Course Leader	JASMIN M. DIMAUNAHAN, ALT Recto Memorial NHS Course Leader
RODALYN E. CRUZ, CML Sampaloc District Assistant Course Leader	DONNA B. PEDROSA, ALT Dolores Macasaet National HS Assistant Course Leader
JERICK L. DE GRANO, SWB Tiaong II District Senior Patrol Leader	ARISTEO D. LEOPARTE, SWB St. Francis High School Senior Crew Leader
LOLITA M. MARQUEZ, CML Sariaya West District Scribe	SANDER C. GUERRERO, SWB Recto Memorial National HS Scribe
DISCUSSANT / COUNSELOR	
NILO C. VILLAMIN, SWB Tiaong II District	JOHN WAYNE L. VAILOCES, SWB Recto Memorial National HS
ZAIRA LYNN R. HIDALGO, CML Tiaong I District	GERWIN B. ASILO, SWB Dolores Macasaet National HS
HENRY H. ESCUETA, SWB Tiaong II District	JOHN MARU A. AMA, SWB Recto Memorial National HS
EDISON N. DIMACULANGAN, SWB Tiaong I District	JEAN KAREEN A. AMANDY, SWB Sta. Catalina National HS
JENNIFER S. PANGANIBAN, SWB Tiaong I District	DENNIS T. DIMACULANGAN, SWB Recto Memorial NHS
JARED B. MASONGSONG, SWB Tiaong II District	GLORILYN G. MARCIANO, SWB Bukas Sur National HS
EDWIN P. CASTRO, SWB Tiaong I District	EDISON N. DIMACULANGAN, SWB Tiaong I District
ROLDAN VALENZUELA, CML Candelaria East District	NOEL P. ALANO, SWB Candelaria East District
Training Course Supervisor: DONATA J. AÑONUEVO, ALT Tiaong II District	Training Course Supervisor: MA. ANALYN M. GUNO, ALT Pili National HS
COURSE CONSULTANT :	
RODRIGO A. REYES, LT Council Training Commissioner	ROLANDO O. BAYLONGO, LT Council Program Commissioner
ELIZABETH M. DE VILLA, CWB SGOD, Division In-Charge of BSP	BALDWIN D. BALDOVINO, ALT Council Field Scout Executive

