

10 November 2017

COUNCIL OFFICE MEMORANDUM
NUMBER **15** s. 2017

COUNCILWIDE BASIC TRAINING COURSE (BTC) FOR KAWAN LEADERS & TROOP LEADERS

1. We are pleased to announce the conduct of a Basic Training Course for Kawan Leaders and Troop Leaders on **November 23 - 25, 2017** at the **Quezon Elementary School Social Hall, Session Road Extension, Baguio City.**
2. The Basic Training Course (BTC) is a sectional course aimed at equipping the participants with the rudiments of managing a Scout unit.
3. Qualified to attend the training are:
 - a. *Teachers who are handling Scout units (Kawan and Troop) but have not taken the Basic Training Course*
 - b. *Unit Committee Members (School Head, Parents and Volunteers) currently involved in Scouting.*
4. A registration fee of Five Hundred Pesos (**Php 500.00**) will be charged each participant to cover snacks, training materials, certificates and other administrative expenses.
5. Interested participants are advised to call or visit the Council Office to confirm their attendance on or before **November 21, 2017** so that appropriate preparations will be made prior to the activity.
6. Registration starts at 7:30 in the morning of November 23, 2017 after which the training proper follows.
7. For widest dissemination and information.


RAMON E. JACINTO
Council Scout Executive

To: School Administrators
Teacher's In-Charge
Elementary & Secondary Teachers &
Coordinators
(Public and Private)

FOR YOUR INFORMATION AND
APPROPRIATE ACTION.


FEDERICO P. MARTIN, Ed.D. CESO VI
Schools Division Superintendent
Council Scout Commissioner