



Republic of the Philippines  
**Department of Education**  
National Capital Region  
**Schools Division Office – Muntinlupa City**

Office of the Schools Division  
Superintendent

SEP 21 2023

Division Advisory No. 260 s. 2023  
September 18, 2023

In compliance with DepEd Order (DO) No. 8, 2. 2013  
This advisory is issued for the information of DepEd officials,  
Personnel/Staff, as well as the concerned public.

**BASIC ADMINISTRATION Course**  
**for Principals, Asst. Principals, Department Heads,**  
**CHIEFS of CID and SGOD, PSDS, and EPS,**  
October 19-21, 2023

**BASIC TRAINING COURSE (BTC) for teachers and other female adults**  
**OUTDOOR LEADERSHIP COURSE (OLC) for teachers/troop leaders**  
**who have taken the Basic Course**

October 17 (online sessions via zoom 3:00 p.m. to 6:00 p.m.)  
20-22, 2023 (in-person, 2023)  
Helena Z. Benitez National Program and Training Center,  
Tagaytay City.

Attached is LC Circular No. 26 s 2023 from GSP Rizal Council Executive and Council President on the above-captioned title, contents of which are self-explanatory, for the information and guidance of all concerned.

Participation of public and private schools shall be subject to the no-disruption-of-classes policy stipulated in DepEd Order No. 9, s, 2005 entitled "Instituting Measures to increase Engaged Time-on-Task and Ensuring Compliance Therewith."

Moreover, schools are reminded of the "No Collection and No Selling of Tickets Policy" stipulated in DepEd Order Nos. 19 and 40, s. 2008 and RA Nos. 4206 and 5546.

  
**EVANGELINE P. LADINES CESO V**  
Schools Division Superintendent

AD-2023-260



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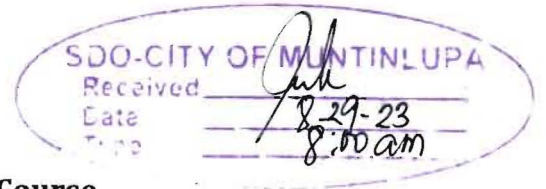
**GIRL SCOUTS OF THE PHILIPPINES**

**Central Luzon Region**

**RIZAL COUNCIL**

**ANTIPOLO, LAS PIÑAS, MALABON, MARIKINA, MUNTINLUPA,  
NAVOTAS, PARAÑAQUE, RIZAL, SAN JUAN & TAGUIG-PATEROS**

LC Circular No. 26  
Series 2023



**1. BASIC ADMINISTRATION Course  
for Principals, Assistant Principals, Department Heads,  
CHIEFS of CID and SGOD, PSDS and EPS  
October 19-21, 2023**

- 2. Basic Training Course (BTC) for teachers and other female adults**  
**3. Outdoor Leadership Course (OLC) for teachers/troop leaders who have  
Taken the Basic Course**  
**October 17 (online sessions via zoom 3:00PM to 6:00 PM), 20-22 (in-person), 2023**

**Helena Z Benitez National Program and Training Center  
Tagaytay City**

TO: Schools Division Superintendents  
Divisions GSP In-charge/ Chiefs of CID and SGOD/PSDS/EPS  
School Principals/ GSP Principal Consultants  
District Field Advisers/School Coordinators/Troop Leaders

DATE: August 22

FROM: Council President and Council Executive

We are glad to let you know that your GSP RIZAL Council has stepped up in facing the next normal and one of the steps is to accelerate our training program which is our jumpstart for a more relevant and vibrant GIRL SCOUTING. Relative to this, we are offering the first course (October 19-21, 2023) to the school administrators, division and district administrators whom we consider as one of our best partners in our mission of character-building and moral recovery program; and the other two courses are dedicated to teachers/troop leaders who are our frontliners for them to know more about the organization especially troop leadership:

Here are the details of the event:

- Time of Arrival** : Basic Administration Course: 2 PM of October 19<sup>th</sup>  
BTC and OLC - 3:00 PM of October 20
- Things to Bring** : personal stuff for the duration of the training,  
umbrella or Raincoat, jacket, tumbler, prescribed  
medicines, GSP official business or alternate uniforms  
for female participants (if available only)  
or GSP Black Polo Shirt for both female and male participants  
Any red outfit for the evening activity

Note: Male trainees are only for Basic Administration Course

Outdoor Course - tent-living  
additional things to bring bed roll and light beddings

**Event's Fee** : Basic Administration Course P5,000.00  
BTC and OLC P4,500.00

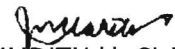
This being an official event, MOOE, School Funds, Local Government funds and other sources maybe used subject to the usual accounting procedures. Official Receipt stamped by BIR will be issued.

We pin our high hopes and pray that this endeavour will be given your 100% support.

Thank you and warmest regards.



MA. JESUSA S. SAMPANG



JUDITH U. CLARITO