



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OF PAMPANGA

June 07, 2023

DIVISION MEMORANDUM

No. **274**s. 2023

**GIRL SCOUT OF THE PHILIPPINES (GSP-PAMPANGA COUNCIL)
BASIC ADMINISTRATION COURSE**

To: CID and SGOD Chiefs
Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

1. The Girl Scouts of the Philippines, Pampanga Council will conduct a **Basic Administration Course** with a theme "*Discover, Connect and Take Action*" to be held on **June 25-28, 2023** at GSP Ating Tahanan Program and Training Center, Baguio City.
2. The participants of this event will be all the Public Schools District Supervisors and Principals-in-Charge of Girl Scouting.
3. At the end of the training, the participants are expected to:
 - Acquire a deeper understanding of World Association of Girl Guides and Girl Scouts (WAGGGS) and GSP Mission, Vision, program, organizational structure and ways of work;
 - Strengthen trust and belief of the participants to the organization that will yield to a stronger movement;
 - Formulate ways and means to institute sound partnership between participants and the Council.
4. The **registration fee of Php 5,000** includes the accommodation for 4 days and 3 days at the center, meals and event t-shirt while transportation is excluded from the fee. This fee may be charged to MOOE, local school board and other sources subject to the usual accounting and auditing procedures. The Council will issue official receipt for reimbursement.
5. Participants are encouraged to bring personal stuff (clothes, medicines, toiletries), physical attire and jacket/ sweater.
6. For queries and clarification, you may reach thru Ms. Hiza H. Malonzo, Council Executive via 09982664648.



Address: High School Blvd., Brgy. Lourdes, City of San Fernando (P)

Telephone No.: (045) 435-27-28; Email Address: pampanga@deped.gov.ph

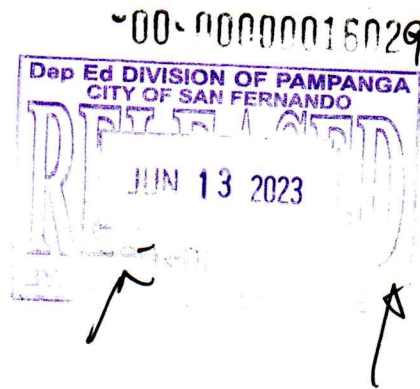




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7. Attached to this Memorandum is the Letter of Intent from GSP-Pampanga Council.
8. Wide dissemination of this Memorandum is earnestly desired.

ROMEO M. ALIP, PhD, CESO V
Schools Division Superintendent



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Telephone No.: (045) 435-27-28; **Email Address:** pampanga@deped.gov.ph





GIRL SCOUTS OF THE PHILIPPINES
Central Luzon Region
Pampanga Girl Scout Council

May 23, 2023

Public School District Supervisors
Principal – In – Charge of Girl Scouting

Greetings from the Pampanga Girl Scout Council!

The Girl Scouts of the Philippines, Pampanga Council will conduct a **BASIC ADMINISTRATION COURSE** with the theme, “**DISCOVER, CONNECT, AND TAKE ACTION**”, at the **GSP Ating Tahanan Program and Training Center, Baguio City**. Hereunder are the details for the said training;

- ✓ **Date** : **June 25 - 28, 2023**
- ✓ **Participants** : **All Public Schools District Supervisors and Principal – In – Charge of Girl Scouting**

At the end of the training the participants are expected to have;

- ✓ Acquired a deeper understanding of WAGGGS and GSP Mission, Vision, program, organizational structure and ways of work;
- ✓ Strengthen the trust and belief of the participants to the organization that will yield to a stronger movement;
- ✓ Formulate ways and means to institute sound partnership between the participants and the council;

The **registration fee of P5, 000.00** which will include the accommodation for **3 nights and 4 days** at the center, **meals, and event shirt, while the transportation is excluded from the fee** may also be charged to MOOE, local school board funds and other sources subject to the usual accounting and auditing procedures and to be issued official receipt by the council. Hereunder are the things to bring:

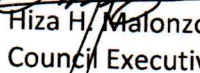
- Personal stuff (clothes, medicines, toiletries)
- Physical fitness attire
- Jacket/sweater


Please feel free to call or text the office at Telephone numbers 0998 266 4648.

Looking forward to your gift of presence and support to the said training.

Thank you.

Respectfully yours,


Hiza H. Malonzo
Council Executive

Approved by 

Romeo M. Alip, PhD, CESO V
Schools Division Superintendent
Division of Pampanga



GIRL SCOUTS OF THE PHILIPPINES
 Central Luzon Region
 Pampanga Girl Scout Council

May 23, 2023

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JOSEFA LLANES-ESCODA

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Triennium 2021-2024

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Commissioner on Training

HIZA H. MALONZO
Council Executive

Romeo M. Alip, EdD, CESO V
Schools Division Superintendent
Division of Pampanga

Dear Sir:

Greetings!



The Girl Scouts of the Philippines, Pampanga Council will conduct a **BASIC ADMINISTRATION COURSE** with the theme, **"DISCOVER, CONNECT, AND TAKE ACTION"**, on **June 25 - 28, 2023** at the **GSP Ating Tahanan Program and Training Center, Baguio City**.

We would like to request your good office for the approval of the said training and the attendance of all the **Public Schools District Supervisors and Principals – In – Charge of Girl Scouting**. Also, may we request that the **Registration Fee of P5, 000.00** be charged against the District/School MOOE Funds or from other sources subject to the usual accounting and auditing procedures and to be issued receipt by the council. The fee will include the accommodation, meals for 3 days and 2 nights and event shirt excluding the transportation.

At the end of the training the participants are expected to have;

- ✓ Acquired a deeper understanding of WAGGGS and GSP Mission, Vision, program, organizational structure and ways of work;
- ✓ Strengthen the trust and belief of the participants to the organization that will yield to a stronger movement;
- ✓ Formulate ways and means to institute sound partnership between the participants and the council;

It is hoped that this request will merit your most favorable consideration and approval. Together, we can make a difference!

Thank you and more power!

Sincerely yours,

Hiza H. Malonzo
 GSP Council Executive