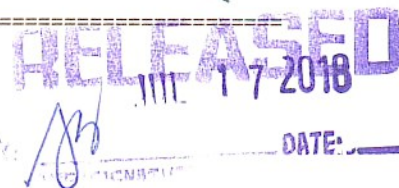




16 July 2018

**COUNCIL OFFICE MEMORANDUM**  
Number 07, s. 2018



**TO : DISTRICT SCOUTING COMMISSIONERS**  
**DISTRICT SCOUTING COORDINATORS**  
**INSTITUTIONAL HEADS BOTH ELEMENTARY & SECONDARY**  
**INSTITUTIONAL ELEMENTARY/SECONDARY BSP COORDINATORS**  
**and TEACHER IN – CHARGE OF THE SCHOOL**

**SUBJECT : CREW LEADERS TRAINING COURSE (CLTC) and**  
**PATROL LEADERS TRAINING COURSE (PLTC)**

1. Pursuant to DepEd Order No. 76, s. 2012 entitled “Revitalizing Boy Scouting in Schools” which intends to develop boys and young men into well-rounded individuals with exemplary character worth the emulation of school children, this Division will conduct simultaneous live - in **BSP CREW LEADERS TRAINING COURSE (CLTC) AND PATROL LEADERS TRAINING COURSE (PLTC)** on July 27 – 29, 2018 in the different venues respectively.

2. The training course objectives:

*Crew Leaders:*

- Demonstrate typical Senior Scouting activities and the need for intelligent coordination of effort through leadership.
- Make the participants understand the necessity for discipline and good order.
- Demonstrate the technique of “learning through doing” by immediate application of Scouting Skills and
- Direct the Crew Leaders’ attention towards the opportunities for leadership in Scouting.

*Patrol Leaders:*

- Identify his role, duties and responsibilities as a Patrol Leader.
- Demonstrate skill necessary to fulfill his role as a Patrol Leader.

3. The participants to this training are currently registered Boy/Senior Scouts from the Boy Scouts of the Philippines preferably in **Grade 4, 5, 6, 7, 8, 9, and 10**.

4. The **Training Fee of P100.00/participant** to cover the following:

- |   |           |
|---|-----------|
| a. BSP Membership Fee   | Php 50.00 |
| b. Training materials, handouts, certificate and other administrative expenses. | 50.00     |
- c. Participants shall report to the training venue in the afternoon of the first day of the training and they are advised to bring the following:
- a. Type A and B uniform (Type A uniform is optional)
  - b. BSP Senior Scout neckerchief and carabao slide
  - c. Clothes for three (3) days
  - d. Writing materials
  - e. Meals and snacks (good for three (3) days)
  - f. Dome tent with sleeping gears
  - g. Toiletries and personal belongings
  - h. Food and drinking water for two days
  - i. Individual fork, spoon, plate, cup and drinking glass
  - j. Kitchen and cooking utensils **per Patrol/Crew**
  - k. Scout knife
- d. Immediate and wide dissemination of this Memorandum is enjoined.

**PEDRO MELCHOR M. NATIVIDAD, CSEE**  
Schools Division Superintendent  
Zamboanga del Norte Division – DepEd  
& Council Scouting Commissioner

**ROY G. GARBONERA**  
Council Scout Executive

Boy Scouts of the Philippines  
Western Mindanao Region  
ZAMBOANGA DEL NORTE – DIPOLOG – DAPITAN CITY COUNCIL  
**Patrol Leaders Training Course (PLTC)**  
27 – 29 July 2018  
Theme: “Commitment to Excellence”

**TRAINING STAFF**  
(composition)

Course Leader (CL)	:
Asst. Course Leader (ACL) – Administration	:
Asst. Course Leader (ACL) – Program	:
Course Scribe	:
Senior Patrol Leader (SPL)/Senior Crew Ldr (SCL):	:
Course Discussant	:
	:
	:
	:
	:

**COURSE PROGRAM:**

**PATROL LEADERS TRAINING COURSE (PLTC)**

**FIRST DAY**

Time	Mins	Session/Activity
1700	60	Arrival, Settle In, Registration
1800	45	Packed Dinner
1845	15	Opening Ceremony
1900	30	Course Organization and Routine
1930	45	Smartness and Good Order
2015	45	Knowing Yourself and Others
2100	60	Sing – Song Campfire with Yarn: How to Run Campfire
2200		Taps

**SECOND DAY**

Time	Mins	Session/Activity
0600	60	Wake Up, Warm Up, Wash Up, Clean Up
0700	30	Breakfast
0730	45	Inspection, Prayers, Flag Raising, Ceremony
0815	105	Games: Competitive Games Intra – Patrol Games Designing Games
1000	15	Break
1015	120	Teaching Scout Skills
1215	105	Lunch
1400	90	Project – Slide Making, Song, Yell Patrol Leaders Council Patrol Activities (Patrol Sites)
1530	30	Break
1600	60	Patrol Organization/Patrol Features
1700	60	Patrol Meetings
1800	30	Flag Down/Project: Patrol Spirit
1830	60	Supper
1930	90	Campfire – Yarn: Scout Ideals
2100	30	Star Study
2130		Taps

**THIRD DAY**

Time	Mins	Session/Activity
0600	60	Wake up, Warm Up, Wash Up, Clean Up
0700	60	Breakfast
0800	30	Inspection, Prayers, Flag Raising Ceremony
0830	90	Troop Meeting
1000	30	Break
1030	90	Scout Advancement
1200	60	Lunch
1300	60	Project Cards Inspection
1400	60	Leadership in Human Relationship
1500	15	Break
1515	30	Closing Ceremonies



Boy Scouts of the Philippines  
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ZAMBOANGA DEL NORTE – DIPOLOG – DAPITAN CITY COUNCIL  
**Crew Leaders Training Course (CLTC)**  
27 – 29 July 2018  
Theme: “Commitment to Excellence”

**TRAINING STAFF**  
(composition)

Course Leader (CL)	:
Asst. Course Leader (ACL) – Administration	:
Asst. Course Leader (ACL) – Program	:
Course Scribe	:
Senior Patrol Leader (SPL)/Senior Crew Ldr (SCL):	:
Course Discussant	:
	:
	:
	:
	:

**COURSE PROGRAM:**  
**CREW LEADERS TRAINING COURSE (PLTC)**

**FIRST DAY**

Time	Mins	Session/Activity
1700	60	Arrival, Settle In, Registration
1800	45	Packed Dinner
1845	15	Opening Ceremony
1900	30	Course Organization and Routine
1930	45	Smartness and Good Order
2015	45	The Scout Method
2100	60	Crew Activities
		Crew Leaders Council Meeting
2200		Taps

**SECOND DAY**

Time	Mins	Session/Activity
0500	60	Wake Up, Warm Up, Wash Up, Clean Up
0600	60	Breakfast
0700	30	Flag Raising Ceremony
		Games
0900	120	Pioneering Projects – how to use a rope tackle
1100	60	Observation and Deduction
1200	60	Lunch
1300	60	Crew Planning
1400	60	Crew Projects/Evaluation/process on Crew Projects
1500	15	Break
1515	45	Team Games
1600	60	Outfit Room Meeting
1700	15	Lowering of the Philippines Flag
1715	60	Dinner with Guest and Visitors
1800	60	Crew Leader’s Council
1900	60	Campfire
2100		Taps

**THIRD DAY**

Time	Mins	Session/Activity
0500	60	Wake Up, Warm Up, Wash Up, Clean Up
0600	60	Backwood Breakfast (each crew feeding for itself). One Cooking pot only (for hot drink) to be provided
0700	30	Flag Raising Ceremony
		Games
0830	60	Scouts Advancement
0930	120	Obstacle Journey
1130	30	Training Post – Evaluation/Processing on Obstacle Journey
1200	60	Lunch
1330	60	Open Session/Final Talk/Closing

## LEADERSHIP TRAINING REPORT

Course/Event: \_\_\_\_\_ Recognition No.: \_\_\_\_\_  
 Dates: \_\_\_\_\_ Venue: \_\_\_\_\_  
 Staff: CL/Dir: \_\_\_\_\_ ACL- Prog/A-Dir: \_\_\_\_\_  
 ACL – Admin: \_\_\_\_\_ SPL/CU: \_\_\_\_\_  
 Scribe: \_\_\_\_\_  
 Discussants : \_\_\_\_\_  
 : \_\_\_\_\_  
 : \_\_\_\_\_  
 : \_\_\_\_\_  
 : \_\_\_\_\_  
 : \_\_\_\_\_

Serial Nos. of Certificate Issued: 001 to \_\_\_\_\_ Total: \_\_\_\_\_

## ROSTER OF PARTICIPANTS

[illegible]

Certified: \_\_\_\_\_ Attested: \_\_\_\_\_

\_\_\_\_\_  
Course Leader

**ROY G. GARBONERA, LT**  
Council Scout Executive

### REGIONAL/NATIONAL OFFICE ACTION

Approved: \_\_\_\_\_ Recorded by: \_\_\_\_\_

**JESUS M. MERIS**  
Regional Scout Director

\_\_\_\_\_  
Date:

1. *LTR Distribution: Original NO; Duplicate – RO; Triplicate – CO*
2. *Except for the Advanced Training and Trainers Courses, individual training records of participants should be kept by the Local Councils.*