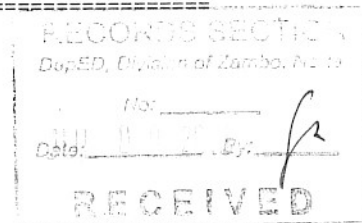




July 4, 2019

**COUNCIL OFFICE MEMORANDUM**  
Number 10, s. 2019



**TO :** ALL DISTRICT SCOUTING COMMITTEE CHAIRMEN  
DISTRICT SCOUTING COMMISSIONERS  
DISTRICT SCOUTING COORDINATORS  
INSTITUTIONAL HEADS  
INSTITUTIONAL BSP COORDINATORS (Elementary/Secondary)  
ALL OTHER CONCERNED

**SUBJECT :** CONDUCT OF THE SIMULTANEOUS DIVISION WIDE INSTITUTIONAL  
BSP COLOR GROUP TRAINING COURSE, PATROL LEADERS TRAINING  
COURSE (PLTC) AND CREW LEADERS TRAINING COURSE (CLTC)

1. Scouting with the Boy Scouts of the Philippines (BSP) is an effective co – curricular program in the leadership and value formation of every child. Its main objective is consistent with the Department of Education's mission to develop every boy and every young man into well – rounded individual with exemplary character worth emulation of school children. The BSP has consistently produced leaders and role models who are true advocates of the Scout Oath and Law.
2. This is to announce the conduct of **SIMULTANEOUS DIVISION WIDE INSTITUTIONAL BSP COLOR GROUP TRAINING COURSE (CGTC), PATROL LEADERS TRAINING COURSE (PLTC) AND CREW LEADERS TRAINING COURSE (CLTC)** on July 26 – 28, 2019 to be managed by the BSP Wood Badgers and Trained Adult Leaders.
3. The training will feature typical boy/senior scouting activities and outdoor events that aim to provide wider opportunities for the participants scouts to develop and enhance their potentials as responsible citizens and future leaders.
4. All schools are encouraged to send participants and parent consent must be required for the training.
5. The **training fee of P100.00/participant** to cover the BSP Membership Registration Fee (Php 50.00), certificate and other administrative expenses shall be charged to MOOE/Local Funds.
6. Participants shall report to the training venue in the afternoon of Friday July 19, 2019 and they are advised to bring the following:
  - a. Type A and B uniform (Type A uniform is optional)
  - b. BSP Kab/Boy/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 Cooking Pot and Firewood for breakfast activity (Compulsory)
  - j. Kitchen and cooking utensils **per Patrol/Crew**
  - k. Scout knife
7. Two (2) days service credits shall be granted to the trained Unit Leaders and Wood badgers.
8. Immediate and wide dissemination of this Memorandum is enjoined.

**ROY G. GARBONERA**  
Council Scout Executive

**PEDRO MELCHOR M. NATIVIDAD, CSEE**  
Schools Division Superintendent, Zambo. Norte Division  
& Council Scouting Commission

**HONORABLE ROBERTO Y. UY**  
Governor, Province of Zamboanga del Norte  
& Council Chairman, ZANDIDAP Council BSR

BOY SCOUTS OF THE PHILIPPINES  
WESTERN MINDANAO REGION  
Zamboanga City

COURSE SYLLABUS

COLOR GROUP LEADERS TRAINING COURSE

PROGRAM SCHEDULE

Day 1

Time	Subject	Session Leader
5:00 p.m.	Arrival, Settle in, Registration	_____
6:00	Opening Ceremony	_____
6:30	Dinner	_____
7:00	Course Orientation	_____
8:00	Course Organization/Routine	_____
9:00	T A P S	_____

Day 2

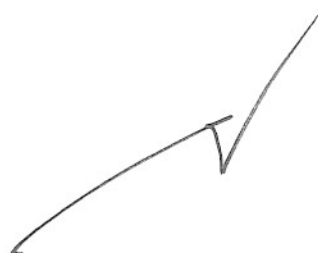
6:00 a.m.	Wake up, Wash up, Breakfast	_____
7:00	Flag Ceremony	_____
7:30	Games/ Ice Breaker	_____
8:30	Smartness & Good Order	_____
9:30	Simple History of Scouting	_____
10:30	KAB Scout Ideals, Promise & Law, Motto	_____
11:30	Lunch Break	_____
1:30 p.m.	Kawan & Color Group Org.	_____
	Separate Meeting with Parents	_____
2:30	Songs/Games	_____
3:30	KAB Campfire	_____
6:30	Dinner	_____
7:30	Ceremonies with parents	_____
8:30	T A P S	_____

Day 3

6:00 a.m.	Wake up, Wash up, Breakfast	_____
7:00	Flag Ceremony	_____
8:30	the Responsibilities of Color Group Officers	_____
	With Parents	_____
10:30	who is the KAB Scout	_____
11:30	Lunch Break	_____
1:30 p.m.	How to Play the Role of a KAB Leader	_____
2:30	Closing Ceremonies	_____

Note:

A parent is required for every Color Group.



Boy Scouts of the Philippines  
WESTERN MINDANAO REGION  
Zamboanga City

COURSE SYLLABUS

**PATROL LEADERS TRAINING COURSE**

DAY 1

TIME	MINUTES	ACTIVITY/SESSION	IN-CHARGE
1:00-2:00 p.m.	60	Arrival/Settle-In/Registration	If the course starts
2:00-2:30	30	Opening Ceremony	at 3:00 p.m.
2:30-3:00	30	Course Organization & Routine	
3:00-3:45	45	Smartness & Good Order	
3:45-4:45	60	Patrol Organization/Features	
4:45-5:45	60	History of Scouting/Scout Ideals	during the campfire (chat)
5:45-7:00	165	Break/Dinner	
7:00-8:00	60	Campfire: Investiture Ceremony	
		Sing-Song Campfire/How to	
		run a campfire	
9:00 p.m.		TAPS	

DAY 2

5:00-6:00 a.m.	90	Wake up, Wash up, Clean up	
6:00-7:00	60	Breakfast	
7:00-8:00	60	Inspection, Prayer/Flag Raising Ceremony/Games	
8:00-9:00	60	Patrol Meeting	
9:00-9:30	30	Break	
9:30-12:00	150	Teaching Scout Skills/Base Method	
		1. Songs/Yells	4. Lashing
		2. Knot tying	5. Flag Code
		3. First Aid	
12:00-1:00 p.m.	60	Lunch Break	
1:00-2:00	60	Troop Meeting	
2:00-3:00	60	Games-Inter Patrol Competition	
3:00-5:00	120	Scout Advancement	
5:00-6:00	60	Preparation for General Campfire	during the campfire (chat)
6:00-7:00	60	Dinner	
7:00-8:00	60	Leadership & Human Relationship	
8:00-9:00	60	General Campfire	
9:00 p.m.		TAPS	

DAY 3

5:00-6:00 a.m.	60	Wake up, Wash up, Clean up	
6:00-7:00	60	Breakfast	
7:00-8:00	30	Inspection, Prayer, Flag Raising	
		Ceremony/Games & Awarding	
8:00-10:30	150	Troop Hike w/ Community Service	
10:30-11:00	30	Break	
11:00-11:30	30	Closing Ceremony	
11:30-12:00	30	Break Lunch	
1:00 p.m.		Home Sweet Home	

Note: Patrol Meeting

- How of Patrol Meeting
- Job Cards: Discuss of 3-day Troop camping
  - a. What to bring - Personal
  - b. What to bring/patrol equipment - as a patrol
- What & How to conduct a troop meeting
- Job Cards: Discuss 3-day troop camping
- Prepare the following by patrol:
  - a. Menu for the whole duration
  - b. Budget (cash or in-kind)

Troop Hike

- in a 2 hour troop hike, it is suggested that bandaging learned by scouts can be applied by incorporating an incident(towards the end of the hike) where scouts can apply the necessary bandages to the supposed victim as a practicum of first aid. The final activity of the hike should be a community service such as cleaning a public plaza or tree planting, etc.

Boy Scouts of the Philippines  
WESTERN MINDANAO REGION  
Zamboanga City

COURSE SYLLABUS

**CREW LEADERS TRAINING COURSE**

DAY 1

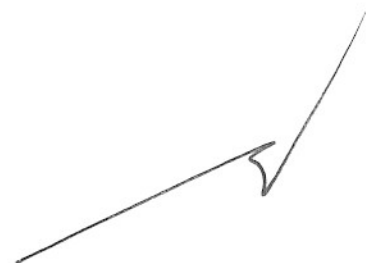
TIME	MINUTES	ACTIVITY/SESSION	IN-CHARGE
1:00-2:00 p.m.	60	Arrival/Settle-In/Registration	_____
2:00-2:30	30	Opening Ceremony	_____
2:30-3:00	30	Course Organization & Routine	_____
3:00-3:45	45	Smartness & Good Order	_____
3:45-4:45	60	History of Scouting/Scout Ideals	_____
4:45-5:45	60	Crew Organization/Features	_____
5:45-7:00	165	Break/Dinner	_____
7:00-8:00	60	Investiture Ceremony	_____
8:00-9:00		Sing-Song Campfire/How to run a campfire	_____
9:00 p.m.		TAPS	_____

DAY 2

5:00-6:30 a.m.	90	Wake up, Wash up, Clean up	
6:30-7:30	60	Breakfast	
7:30-8:15	45	Inspection, Prayer/Flag Raising Ceremony	
8:15-9:15	60	Crew Meeting	_____
9:15-9:30	15	Break	
9:30-11:30	120	Teaching Scout Skills/Base Method	_____
11:30-1:00 p.m.	90	Lunch Break	
1:00-2:00	60	Outfit Meeting	_____
2:00-4:00	120	Games-Inter Crew Competition	_____
4:00-5:00	60	Sense Training-Base Method	_____
5:00-5:30	30	Scout Advancement	_____
5:30-6:00	30	Preparation for General Campfire	_____
6:00-7:00	60	Break Dinner	
7:00-8:00	60	Leadership & Human Relationship	_____
8:00-9:00	60	General Campfire	_____
9:00 p.m.		TAPS	_____

DAY 3

5:00-6:30 a.m.	90	Wake up, Wash up, Clean up	
6:30-7:30	60	Breakfast	
7:30-8:00	30	Inspection, Prayer, Flag Raising Ceremony/Awarding	
8:00-10:00	120	Adventure Hike	_____
10:00-11:00	60	Emergency Preparedness	_____
11:00-11:30	30	Closing Ceremony	_____
11:30-12:00	30	Break Lunch	
1:00 p.m.		Home Sweet Home	



Boy Scouts of the Philippines  
**ZANORTE-DIPOLOG-DAPITAN CITY COUNCIL**  
Dipolog City

**COURSE LEADER TRAINING REPORT**

**I. INFORMATION:**

**A. General Information:**

Title of the Course :  
Course Number :  
Date :  
Venue :  
Number of Participants :

**B. Introduction:**

**C. Course Venue:**

**D. Conduct of the Course:**

**E. Local Support:**

**II. Evaluation:**

**III. Recommendation:**

*Appendix A : Leaders Training Reports*  
*Appendix B : BSP Form 168*  
*Appendix C : Qualification Data of the Training Staff*  
*Appendix D : Opening/Closing Program*

Prepared by:

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Course Leader

Attested:

**ROY G. GARBONERA**  
Council Scout Executive

## Course/Event:

Dates:

Staff:

CL/Dir:

ACL – Admin:

Scribe:

Discussants/Counselors:

Council/Region: **ZANDIDAP/WMR**

Recognition No.:

Venue:

ACL- Prog/A-Dir:

SPL/CU:

Serial Nos. of Certificate Issued:                      to                      Total:

## ROSTER OF PARTICIPANTS

Certified:

Attested:

Course Leader

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

### REGIONAL/NATIONAL OFFICE ACTION

Approved:

**ARNEL C. DELUTE**  
Regional Scout Director

Recorded by:

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.