



Republic of the Philippines
Department of Education
REGION VI – WESTERN VISAYAS
SCHOOLS DIVISION OF AKLAN

October 2, 2025

DIVISION MEMORANDUM

No. 533, s. 2025

**BASIC TRAINING COURSE FOR UNIT LEADERS AND BASIC TRAINING
COURSE FOR LEADERS OF ADULTS**

To: OIC, Office of the Assistant Schools Division Superintendent
Chief Education Supervisors
Public Schools District Supervisors/Principals/Head Teacher-In-Charge of
the District
Senior/Education Program Specialists
Heads of Public/Private Elementary, Secondary and Integrated Schools
All Others Concerned

1. Attached is the Council Information Circular from The Boy Scouts of The Philippines – Aklan Council dated September 25, 2025, which is self-explanatory.
2. Full support, cooperation, and immediate dissemination of this Memorandum are desired.


FELICIANO C. BUENAFE, JR., CESO VI
Schools Division Superintendent

Encl.: As Stated

Reference:

To be indicated in the Perpetual Index
Under the following subjects:

LEADERS

PERSONNEL

SCOUTING

ACCS



Población, Numancia, Aklan
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BOY SCOUTS OF THE PHILIPPINES
AKLAN COUNCIL
Kalibo, Aklan

September 25, 2025

COUNCIL INFORMATION CIRCULAR
Number 22 s. 2025

TO: BSP Executive Board Members
District Chairpersons
District Scouting Commissioners (Supervisors)
District Field Scout Commissioners
District & Institutional Scouting Committee Chairperson
Institutional Heads/Unit Leaders
All Concerns

**SUBJECT: RESCHEDULING OF THE BASIC TRAINING COURSE FOR
LEADERS OF ADULTS and UNIT LEADERS**

1. In line with the advisories issued by Governor Jose Enrique M. Miraflores and by the Philippine Atmospheric, Geophysical and Astronomical Services Administration (PAGASA) at 11:00 A.M. on September 25, 2025, placing Aklan under Public Storm Warning Signal No. 01 due to Tropical Cyclone "OPONG", and following the recommendation of our Schools Division Superintendent, Division of Aklan as a precautionary measure to ensure the safety of our participants and staff, the **Basic Training Course for Leaders of Adults and Unit Leaders** will be rescheduled on **October 24-26, 2025** at **Kalibo Pilot Elementary School, Kalibo, Aklan**.
2. All other relevant details stated in the following shall remain unchanged.
 - a. DepEd Memorandum No. 443 s. 2025
 - b. DepEd Memorandum No. 464 s. 2025
 - c. Council Information Circular No. 17, s. 2025
 - d. Council Information Circular No. 18, s. 2025
 - e. Council Information Circular No. 20, s. 2025
3. For your information, guidance, and widest dissemination.


HON. JAY E. TEJADA
Council Chairman



BOY SCOUTS OF THE PHILIPPINES

Western Visayas Regional Coordination Office - 2nd floor, OFW Building, Brgy. Sablogon, Passi City, Iloilo

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"Laging Handa"

18 September 2025

REGIONAL MEMORANDUM

No. 82 s. 2025

To : All Council Scout Executives and Officers-in-Charge

SUBJECT : **BASIC INCIDENT COMMAND SYSTEM (BICS) FOR SCOUT LEADERS**

1. The Boy Scouts of the Philippines, Western Visayas Region will conduct **Basic Incident Command System (BICS) for Scout Leaders**, details as follows:

Date : **October 8-10, 2025**

Venue : **Philippine Red Cross Regional Training Center, Brgy. Sablogon, Passi City, Iloilo**

Host : **Passi City Council, BSP**

2. **Training Objectives:**

- a. Explain the concepts, principles, and purpose of the Incident Command System.
- b. Identify the roles, functions, and responsibilities of ICS positions in the context of Scouting activities.
- c. Apply ICS procedures in planning, organizing, and managing Scout outdoor events.
- d. Demonstrate the use of ICS tools and forms adapted to Scouting.
- e. Coordinate effectively with local emergency responders and partner agencies when needed.

3. **Participants:**

- a. Council Scout Executive or Field Scout Executive,
- b. Chairman on Camping and Activities or Alternate
- c. Chairman on Advancement or Alternate

All local councils are required to submit the list of participants on or before September 30, 2025.

4. **Registration Fee:** A registration fee of **One Thousand Five Hundred Pesos Only (Php1,500.00)** shall be charged each participant to defray expenses for **meals** (from Lunch of Sept. 8, 2025 until Breakfast of Sept. 10, 2025), accommodation, souvenir, materials and administrative cost.
5. All expenses such as Registration fee, transportation and other incidental expenses on this travel shall be chargeable against scouting funds/local funds/MOOE/SEF, subject to its availability and the usual accounting and auditing rules and regulations.
6. **Things to Bring:** Participants are advised to bring the following: **Type A Uniform and Smart Casual**. Attached is a copy of the Activity Matrix for your reference

7. For queries or concerns, you may contact the host Council CSE Leo D. Lao 09494319456 or contact Regional Coordination Office-Western Visayas Region email at wvrco@scouts.gov.ph.
8. For information guidance and widest dissemination.



MARVIN M. NICER PhD, MCDRM
Youth Development Officer V
Regional Coordination Office
Cluster Head, Visayas Cluster