COUNCIL MEMORANDUM
No. 005 S. 2019

TO : All District Scouting Commissioners
     All District Scouting Coordinators
     All Institutional Heads of Public and Private Schools
     All School Scouting Coordinators

SUBJECT : Advanced Training Course (Wood Badge) for Southern Tagalog
           and Bicol Regions

FROM : KEY-3 OFFICIALS

DATE : January 7, 2019

1. Pursuant to the 2019 Regional Calendar of Scouting Events and Observances, the
    STR are announcing the conduct of the following Advanced Training (Wood
    Badge) Courses.

<table>
<thead>
<tr>
<th>TITLE OF COURSE</th>
<th>VENUE</th>
<th>DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>ATC (WB) – KL</td>
<td>Mt. Makiling, Los Baños, Laguna</td>
<td>April 8-13, 2019</td>
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<tr>
<td>ATC (WB) – TL</td>
<td>Mt. Makiling, Los Baños, Laguna</td>
<td>April 8-14, 2019</td>
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<td>ATC (WB) – OA</td>
<td>Mt. Makiling, Los Baños, Laguna</td>
<td>May 20-27, 2019</td>
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<tr>
<td>ATC for Rover Leaders</td>
<td>Mt. Makiling, Los Baños, Laguna</td>
<td>April 25-30, 2019</td>
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<td>(Pilot Course)</td>
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<tr>
<td>ATC (WB) – LOA</td>
<td>Mt. Makiling, Los Baños, Laguna</td>
<td>May 20-25, 2019</td>
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2. The conduct of these Wood Badge training courses is aimed to provide Leadership
   Training Skills for Kawan Leaders, Troop Leaders, Outfit Advisors, Rover
   Leaders, as well as District and Council Leaders and Professionals.

3. This present-day training program focuses on leadership and “people” skills which
   will provide opportunities for the participants to:

   a. Learn contemporary leadership concepts and techniques;
   b. Make them better leaders;
   c. Acquire competence for the active learning process in planning,
      development, presentation and assessment based on the World Scout
      Bureau.

4. Training Fee: Php 8,000.00 shall be charged each participant for meals, program
   materials; administrative budgetary requirements; rentals, camp fees,
   transportation; honoraria for resource persons, etc.
Requirements: the following must be submitted to the Council Office base on the following dates:

4.1 Individual reservation fee of Php. 4,000.00 – non-refundable but transferable (March 14, 2019);
4.2 Duly accomplished Application to Attend the Training Course (January 31, 2019);
4.3 Authentic, Valid copies of the BTC Certificate of Completion (January 31, 2019) and
4.4 Medical Certificates (March 14, 2019);

5. Schedule: All participants are expected to be at the training venue in time for dinner of the day before the start of the training course and leave for home after the closing ceremonies on the last day.

6. Training need: All participants are requested to come ready with the following:
   6.1 At least two (2) sets of type ‘A’ Scouters uniform (short pants for male TLs; long pants for male OAs and skirts for females)
   6.2 Enough civilian clothes for: daily wear, activities, games, casual attire for special occasion, sleeping gears, poncho, camera, laptop, references, maintenance medicines, adequate cash for incidental needs, etc.
   6.3 Portable tents with ground cloth and tent fly; handy camp tools; flashlight; etc.
   6.4 Other personal and optional needs.

7. Expenses that may be incurred in connection with these trainings are chargeable against MOOE and other available funds subjects to the usual budgeting and auditing rules and regulations.

8. For general information, appropriate guidance and strict compliance.

ERIC G. CADON  
Officer-In-Charge/CSE

DR. FERDINAND B. MILLAN, LT  
Principal IV, Juan Sumulong ES  
Council Chairman

DR. ROMMEL C. BAUTISTA, CESO V  
City Schools Division Superintendent  
Council Scout Commissioner
BOY SCOUTS OF THE PHILIPPINES
National Office
Manila

APPLICATION TO ATTEND

ADVANCED TRAINING COURSE (ATC)
COURSE FOR MANAGERS OF LEARNING (CML)
COURSE FOR LEADER TRAINERS (CMT)

Title and Course No. Region

Venue Council

Date

Name: (Surname) (Given Name) (Middle Name) Nickname:

Mailing Address: Cellphone No.

Date of Birth: Age: Place of Birth:

Civil Status: Religion: Occupation:

Business Address: Fax No. E-Mail: Tel. No.

Scouting Position: Unit & No.

Registration Status: Expiry Date Cert. No.

Training Certificates received to qualify you to attend this course:
For ATC – Phase 3 Completion or
Training Assignment Certificate No. Date issued:
For CALT – Wood Badge Cert. No. Date issued:
For CLT – Assistant Leader Trainers Cert. No. Date issued:

Date filed Signature of Applicant

LOCAL COUNCIL OFFICE ACTION

After verification of the above information, we hereby recommend the acceptance of
the above-named Scouter to attend the aforementioned course.

Recommending Acceptance:

Endorsed:
Deputy Council Scout Commissioner for Training

Scout Executive/OIC

Date

REGIONAL OFFICE ACTION

Verified:
By: Date:

Approved: Regional Scout Director

NATIONAL OFFICE ACTION

Processed:
By: Date:

Noted: Director
Program & Adult Resources Dev’t Division