



Republic of the Philippines
Department of Education

REGION I
SCHOOLS DIVISION OF THE CITY OF BATAC

DIVISION MEMORANDUM

No. 519 s. 2025

08 AUG 2025

GSP INTEGRATED COURSES

To: Assistant Schools Division Superintendent
Chief Education Supervisors
All Public and Private School Heads
All School Girl Scout Coordinators
All Others Concerned

1. In reference to a letter from the GSP Ilocos Norte-Laoag Council, the GSP Integrated Courses (Basic, Age Specialization and Outdoor) will be conducted on August 28 (4 p.m.) to August 30 (3 p.m.), 2025 at the Mariano Marcos Memorial Elementary School, City of Batac.
2. Participants are prospective adult leaders/female teachers of public and private schools who have not taken Girl Scout Leadership Trainings and those who have not completed the three (3) Troop Leadership Trainings yet.
3. Service Credits and Compensatory Time Off (CTO) shall be granted to the teaching and non-teaching personnel (see attached list) who will participate and serve in the activity during weekends and holidays in accordance with the provisions of DECS Memorandum 143, s. 1997, DepEd Order 013, s. 2024 and CSC-DBM Joint Circular No. 2, s. 2004. **Please bring 2 copies of Form 48.**
4. Appropriate administrative remedies must be applied to ensure the continuity of classes and learning activities on Friday, August 29, 2025, which is a regular school day.
5. A registration fee of PhP1,400.00 per pax shall be collected to cover TL Manual, Camping Handbook/Handouts, program materials, accommodation and food (5 meals, and 4 snacks). Expenses may be charged against the school Maintenance and Other Operating Expenses (MOOE), or any other available local funds, subject to the usual accounting and auditing rules and regulations.
6. Council Trainers concerned are requested to attend and serve on official time:

Opresinia Z. Castillo	CID-SDO
Geraldine O. Lao-at	CID-SDO
Jollibelle C. Franada	Baligat ES
Christie C. Patricio	MMMES
Ma. Angelica R. Laurio	Rayuray ES
May-Ann A. Rupisan	Biningan ES
Jovelle L. Raguindin	PQPimentel ES

7. This memo will serve as an official travel order. Please be guided by the details provided in the attached letter.
8. For information and guidance.

ANSELMO R. ALUDINO
Schools Division Superintendent

Encl.: None
Reference: Letter from Ilocos Norte-Laoag GS Council
To be included in the Perpetual Index
Under the following subjects:

GIRL SCOUT TRAINING
CID-OZC/DM-GSP Integrated Courses
2511535/5182/August 7, 2024

By the Authority of the SDS:


ARNEL S. BANDIOLA
Assistant Schools Division Superintendent

LIST OF PARTICIPANTS

No.	Name of Teachers	School
Trainees		
1.	Marize G. Villa	Baoa East Elementar School
2.	Darelle Joy M. Taclan	Biningan Elementary School
3.	Kristine Joyce Z. Alegar	CAMES, Special Education Center
4.	Camille R. Parubrub	Colo-Mabaleng Elementary School
5.	Kristine M. Putulan	Cumcumraas-Manggaddi-Pitpitac ES
6.	Divine Jessica P. Camiring	Dariwdiw Elementary School
7.	Jevelyn P. Agustin	Hilario Valdez Mem. Elem. School
8.	May Rose G. Racpan	Magnuang Elementary School
9.	Jenella Anne G. Morales	Maipalig-Quiom Elementary School
10.	Roxanne Jane M. Sabas	Mariano Marcos Memorial Elementary School
11.	Mary Genevieve A. Agloco	
12.	Michelle P. Macadaeg	Nagbacalan Elementary School
13.	Kristel Bacud	Batac National High School
14.	Zenith Mae Fagaragan	CBNHS Payao
15.	Erica Jane A. Dumalag	CBNHS Poblacion
16.	Hanyma M. Mexia	
17.	Genevieve M. Ramel	
18.	Jamaica Oaquera	
19.	Ezra Erika Padunan	
20.	Elizabeth U. Blas	CBNHS Rayuray
21.	Karen Mae A. Mangallay	
22.	Mariele Mae T. Ambrocio	
23.	Mary Jane G. Ramos	CMVNHS
24.	Hannah Catrina C. Zech	FEMSHS
25.	Myciah Janelle D. Corpuz	
26.	Jessica R. Cadang	GARSHS
27.	Razell Rose G. Ramos	
Support Staff (MMMES)		
	Lorelyee F. Batucal	Julie A. Saguiguit
	Eliza S. Agcaoili	Edelaine U. Duyor
	Lerma G. Matias	Myra A. Libed
	Imelda C. Adalem	Christopher A. Marzan