



Republic of the Philippines
Department of Education
Region VI – Western Visayas
SCHOOLS DIVISION OF CAPIZ

Division Advisory No. 040, s. 2026

12 August 2026

In compliance with DepEd Order (DO) No. 8, s. 2013

This advisory is issued not for endorsement per DO 28, s. 2001, but only for the information of DepEd Capiz officials, personnel/staff, as well as the concerned public.

(Visit www.deped.gov.ph)

Attached is the Girl Scouts of the Philippines Capiz Council Local Circular No. 25, s. 2026 titled **Schedule of the Onsite Girl Scout Membership / Registration Drive**.

Participation to this activity is voluntary and subject to compliance with DepEd Order No. 009, s. 2026 titled **Implementation of the Three-Term School Calendar in Basic Education**, DepEd Order No. 012, s. 2025 titled **Multi-Year Implementing Guidelines on the School Calendar and Activities**, DepEd Order 09, s. 2005 titled **Instituting Measures to Increase Engaged Time-on-Task and Ensuring Compliance Therewith**, DepEd Order No. 008, s. 2023 titled **Participation of Teachers in Volunteer Work and Extra Curricular Activities**. The details and overview of this program are attached for reference.

For more information and verification, contact:

SHERRY ROVELL C. VILLAR

Council Executive

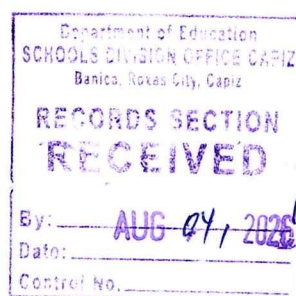
Girl Scouts of the Philippines

Capiz Council



GIRL SCOUTS OF THE PHILIPPINES

Visayas Region
Capiz Council
Roxas City



Local Circular No. 25
Series 2026

TO : DISTRICT COMMISSIONERS/ DISTRICT FIELD ADVISORS/ SCHOOL
COMMISSIONERS/ SECONDARY COORDINATORS OF SDO CAPIZ

RE : SCHEDULE OF THE ONSITE GIRL SCOUT MEMBERSHIP/ REGISTRATION DRIVE

DATE : AUGUST 3, 2026

The Girl Scouts of the Philippines (GSP) remains steadfast in its mission to guide young girls and women into becoming progressive, dynamic, and patriotic leaders. To kickstart our scouting year with strength and unity, Capiz Girl Scout Council is actively opening its doors to new and returning members through this onsite registration drive. This initiative provides a convenient, one-stop hub to assist parents, teachers, and volunteers with troop applications and membership validation.

To ensure the administrative protection of our school heads, teachers, and adult volunteers, this **Onsite Registration/ Membership** highlights that the collection of GSP membership fees inside public schools is legally cleared. Pursuant to DepEd Memorandum No. 041, s. 2024 (and its subsequent reiterations regarding school collections) in relation to Republic Act No. 4206, the Girl Scouts of the Philippines is officially exempted from the absolute prohibition on school-year collections. While the collection is legally exempt from the ban, membership remains strictly voluntary. School heads must ensure that a learner's decision not to join will never be used as a basis for low grades, non-promotion, or denial of school enrollment.

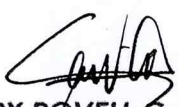
To ensure full operational integration we highly encourage that the Administrative Officer (AO) and Administrative Assistant (ADAS) to be officially registered with the Girl Scouts of the Philippines as Adult Members. As registered adult members, they are officially entitled to the benefits and coverage of the Mutual Medical Assistance Fund (MMAF). Their official membership ensures legal protection, security, and structural alignment with the Capiz Girl Scout Council guidelines.

To maintain transparency, all membership fees collected during this onsite drive will be processed directly by authorized Capiz GSP Professional Staff- **Mrs. Zeny D. Deslate**, Council Cashier.

Please see the attached Onsite Registration Schedule (Annex A) and GSP Registration Form (Annex B) for your guidance and compliance.

Thank you very much for your continued cooperation, administrative support, and commitment to the development of our young girl leaders.

Immediate dissemination of this Circular is desired.


SHERRY ROVELL C. VILLAR
Council Executive

ANNEX 1: SCHEDULE OF THE ONSITE GIRL SCOUT MEMBERSHIP/ REGISTRATION DRIVE (This was discussed and agreed by the DFAs and Secondary Coordinators in a meeting last July 18, 2026)

DATE	DISTRICT	TIME	VENUE
August 10, 2026	President Roxas Pilar	9:00AM- 11:00 AM 1:00PM – 3:00PM	District Office
August 12, 2026	Sapian Ivisan	9:00AM- 11:00 AM 1:00PM – 3:00PM	District Office
August 14, 2026	Panay Pontevedra	9:00AM- 11:00 AM 1:00PM – 3:00PM	District Office
August 17, 2026	Dumalag Sigma	9:00AM- 11:00 AM 1:00PM – 3:00PM	District Office
August 19, 2026	Tapaz East Tapaz West	9:00AM- 11:00 AM 1:00PM – 3:00PM	District Office
August 20, 2026	Mambusao East Mambusao West	9:00AM- 11:00 AM 1:00PM – 3:00PM	District Office
August 24, 2026	Jamindan	9:00AM- 11:00 AM	District Office
August 26, 2026	Maayon Panitan	9:00AM- 11:00 AM 1:00PM – 3:00PM	District Office
August 27, 2026	Cuartero Dao	9:00AM- 11:00 AM 1:00PM – 3:00PM	District Office
August 28, 2026	Dumarao	9:00AM- 11:00 AM	District Office

What to bring:

Troop Registration Form (fully accomplished & signed)

Registration Fee – P65.00

GIRL SCOUTS OF THE PHILIPPINES
NATIONAL HEADQUARTERS
TROOP REGISTRATION FORM

Troop Name: _____ AgeLevel _____

Troop Address: _____ Sponsoring Group _____

Troop Tel No. _____ Complete Mailing Address _____

DistrictCommitteeName: _____ Troop Birthday _____

Barangay Committee Name: _____ Date Applied _____

Troop Type ☐ School Based ☐ Community Based

Troop Status ☐ Re-registered ☐ New

T/NT	NAME(LastName,FirstName,MI)					Birthdate			BENEFICIARY	
	Troop Leader									
	Co Leader									
		NAME (LastName,FirstName,MI)		BirthDate		Re-Status		BENEFICIARY		
		MM	DD	YY	GR/YR	OLD	NEW			
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Submitted By: _____ Noted By: _____

Troop Leader _____ Date _____ Principal Head/BC Chairman _____ Date _____

COUNCIL ACTION REMITTANCE

A.GSP Membership Fee _____ P _____

Girls _____ Re-Reg _____ NewP _____

Leader _____ Re-Reg _____ New P _____

Co-Leader _____ Re-Reg _____ New P _____

B.Program Development Fund _____ P _____

C.Contribution to the Mutual Assistance FundP _____

D.GS Magazine Troop Subscription Fee P _____

TOTAL REMITTANCE _____ P _____

Troop Number _____

No.of cards issued: _____

Girls:From _____ to _____ Adults:From _____ to _____

ID Cards Series Year: _____ ID Cards Series Year: _____

TROOP FEE (To be Retained by Council) _____ P _____

Processed by: _____

Registration Processor _____ Date _____

Approved by: _____

Council Executive _____ Date _____

IR NO _____ DATE _____ DCCR NO _____

DATE DEPOSIT _____ BRANCH CODE _____