



Republic of the Philippines
Department of Education
Region VI-Western Visayas
SCHOOLS DIVISION OF KABANKALAN CITY

January 25, 2021

DIVISION MEMORANDUM

No. 024, s. 2021

**COUNCIL LIVELIHOOD PROJECT
(Swine Fattening & Vegetable Gardening)**

TO: OIC-Asst. Schools Division Superintendent
Chiefs, CID and SGOD
Public Schools District Supervisors
Elementary and Secondary School Heads
All Others Concerned

1. Relative to the Council Circular No. 1, of series 2021 of the Girl Scouts of the Philippines dated January 4, 2021, the Negros Occidental Girl Scout Council has implemented 2 livelihood projects "**Swine Fattening**" and "**Vegetable Gardening**".
2. The livelihood projects are open to GSP members registered during school year 2020-2021. Those interested shall fill-up and submit the prescribed forms enclosed in this memorandum.
3. Attached herewith is the Council Circular No. 1, series of 2021.
4. Immediate and wide dissemination of this memorandum is desired.

PORTIA M. MALLORCA, Ph.D., CESO V
Schools Division Superintendent





Girl Scouts of the Philippines.
NEGROS OCCIDENTAL GIRL SCOUT COUNCIL
Araneta St., Singang, Bacolod City
Telefax No. (034) 431-4600
E-mail Address: negoccgscouncil@yahoo.com.ph

REGIONAL DIVISION OF NEGROS OCCIDENTAL

RECEIVED
OFFICE OF SDS

DATE: 1/18/2021
TIME: 12:00 PM
[Signature]

Council Circular No. 1
Series 2021

TO : DIVISION GIRL SCOUT COORDINATORS
: SECONDARY SCHOOLS COORDINATORS
: DISTRICT FIELD ADVISERS (PUBLIC & PRIVATE ELEMENTARY
AND SECONDARY SCHOOLS)
THRU THE : SCHOOLS DIVISION SUPERINTENDENT
RE : COUNCIL LIVELIHOOD PROJECT
(Swine Fattening and Vegetable Gardening)
DATE : January 4, 2021

Warmest greetings and here's to a happy, productive, and Grace-filled New Year, 2021! To begin the year with good news, we're pleased to inform our divisions about the **Council's 2 Livelihood Projects, Swine Fattening and Vegetable Gardening.**

I. Project Objectives:

1. To develop our Adult Leaders into well-rounded individuals who can properly guide, mold, form and teach our girls during their formative years.
2. To develop our girls into pro-active, responsible, law abiding and well-informed individuals and citizens of the Philippines and of the world.
3. To provide our girls with effective training in self-development, preparing them for leadership in their family, the community, country and the global community.
4. To teach our girls to value community service and the spirit of volunteerism.
5. To inculcate in our members, the principles of democratic control, self-help, cooperation, healthy competition and entrepreneurship.
6. To help and enable members from low-income families to develop interest, skills and ability to manage small business.

II. Project Details:

Project I : **SWINE FATTENING PROJECT**

Target Recipients : Sixty Indigent Members of the GSP-Negros Occidental Council

Budget : Three Thousand (P3,000.00) for the Piglet
(Feed is the counterpart of the recipient)

Project II : **VEGETABLE GARDENING**

Target Recipients : 120 Troops with members coming from low-income families.

Budget : One Thousand (P1,000.00) Pesos for seedlings, seeds, cuttings, or other planting material

III. Project Implementation:

A. Application and Selection of Recipients: The livelihood projects are open to GSP members who registered during school year 2020-2021. Those interested shall fill up and submit the prescribed application form, applicant information sheet, and other requirements as attachments to an email addressed to negoccgscouncil@yahoo.com.ph or through council fb messenger <https://www.facebook.com/negoccgirlscoutcouncil>. Application and required attachments should be received on or before January 28, 2021.

B. Depending on the applications received, project recipients shall come from as many schools/districts/divisions as is practicable. The selection shall be done by the Project Implementation Committee and preference shall be given to applicants from school districts with registered GSP District Committees and Barangay Committees. Successful applicants shall be informed of their acceptance as project recipients on or before February 5, 2021.

C. The approved application shall be signed by the Chairperson of the Program Implementation Committee and the Council President, after which it shall constitute the agreement between the applicant/recipient and the Negros Occidental Girl Scout Council.

D. There will be an Orientation for the approved applicants, after which, an on site visit and release of funds will be scheduled.

E. The recipient and a parent and troop leader shall sign the form to acknowledge receipt of the fund for the Swine Fattening Project. The fund for the Vegetable Gardening Project shall be received and acknowledged by the Troop Leader and participating troop members. All Acknowledgment Receipts and Memorandums of Agreement between the Council and the Recipients shall be noted by the School Principal and the DFA.

F. Project implementation shall be deemed to have commenced on the first working day after the release of funds to the recipient. The Council shall conduct monitoring/evaluation of the project implementation during the implementation period.

G. As part of their training in small business management, recipients of the vegetable gardening project are to keep a record of their expenditures, sales, types and quantity or weight of vegetables harvested, the quantity sold, the quantity shared by the troop members and team leader, and other information. Recipients of the swine fattening project shall keep a record of the purchase price of the piglet, expenses for feed, other expenses, and cash receipts from sale of the fattened pig. If the pig is slaughtered, the meat and by-products that is retained by the family or which is not sold shall also be recorded. The Council shall provide templates to be filled up for record keeping.

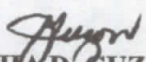
H. Invested capital should be returned to the GSP Negros Occidental Council on or before the end of the 4 month implementation period or within a week of the sale or slaughter of the fattened pig or the termination of the vegetable gardening project should these occur before the end of the 4 month implementation period.

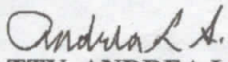
I. Through their participation in the livelihood projects, the girls will be able to earn the following badges: Vegetable Producer, Gardener, Seed, Community Service, Community Development, Start a Plant Nursery, etc.

These livelihood projects being beneficial to our members especially during this time of pandemic, we respectfully request the widest and immediate dissemination of this circular to all concerned.

Thank you very much for your continuing support of the Girl Scout Movement.

More Power and God bless!


JEZHA D. GUZON
Council Executive


ATTY. ANDREA L. SI
Council President



Girl Scouts of the Philippines
NEGROS OCCIDENTAL GIRL SCOUT COUNCIL
Araneta St., Singcang, Bacolod City

**APPLICATION TO JOIN THE GSP NEGROS OCCIDENTAL COUNCIL'S
VEGETABLE GARDENING LIVELIHOOD PROJECT**

On behalf of Troop No. _____ of _____
_____ (school and location), I _____,
of legal age and a resident of _____ (complete address), am
applying to participate in the Negros Occidental Girl Scout Council's Vegetable Gardening
Livelihood Project.

The names and addresses of the troop members who will participate in the project are as follows:
(Minimum of six girls)

Name (as registered with GSP)	Address	Date of Troop Registration

The troop members and the undersigned troop leader understand that the project aims to assist GSP members from low-income families and inculcate in them the principles of democratic control, self-help, cooperation, healthy competition and entrepreneurship; also to develop in them and their troop leaders, the interest, skills, and ability to manage a small business.

By signing this application, the members and their parents/guardian show that they want to implement and are capable of implementing the vegetable gardening livelihood project and that the troop has a suitable area located at _____ for implementation of the project.

If selected, the troop members, under the supervision of the undersigned troop leader, commit to the following:

A. We will use the P1,000 project capital for the purchase of seeds, seedlings, or cuttings and other planting material. All other expenses for site preparation, cultivation, fertilization, protection from insects and pests, etc. shall be provided or outsourced by the troop.

B. We will keep a record of disbursements/expenses (purchase of seeds and other planting material, purchase of fertilizer or fertilizer ingredients, purchase of pesticides, etc.), receipts for the sale of vegetables, and quantity and kind of vegetables given for free to the members. The format for these records will be provided by the Council.

C. We will manage and care for the vegetable garden for a minimum of 4 months, which is the project implementation period, during which the Girl Scout Council may monitor the progress of our implementation of the project.

D. We are aware that we are accountable for the fund that is released to us and we commit to return or repay the fund of P1,000 within 7 days after the end of the 4 month implementation period. If the vegetable garden is discontinued or abandoned at any time before the end of the four month period, the fund will also be due and payable within a week.

E. Upon completion of the project, we commit to submit a brief report on how the project was implemented, attaching thereto a copy of the cash receipts and disbursements, the profit earned, as well as the quantity and kinds of vegetables given for free to members.

Should our application be selected and the fund be released to us, this application with the commitments indicated therein and the Council's approval shall constitute the agreement between us and the Girl Scout Council of Negros Occidental.

Done in _____ on _____.

Printed Name and Signature of Troop Leader

For Council Use:

Action on the Application:

Selected Not Selected

Decided by the Project Implementation Committee

Chair: _____

Date: _____

Approved by:

ATTY. ANDREA L. SI
Neg. Occ. Council President

Printed Name and Signature of Troop Members
(At least 6 members)

Noted by: _____
Printed Name and Signature of School Head



Girl Scouts of the Philippines
NEGROS OCCIDENTAL GIRL SCOUT COUNCIL
Araneta St., Singcang, Bacolod City

**ADULT APPLICATION TO JOIN THE GSP NEGROS OCCIDENTAL COUNCIL'S
SWINE FATTENING LIVELIHOOD PROJECT**

I, _____, a registered member belonging to _____ (Affiliation)
of _____ (District and LGU), hereby apply to join the GSP Negros
Occidental Council's Swine Fattening Project.

I understand that the project aims to assist GSP members from low-income families and inculcate in them the principles of democratic control, self-help, cooperation, healthy competition and entrepreneurship; also to develop in them and their troop leaders, the interest, skills, and ability to manage a small business.

I certify I am willing and capable of providing the space, housing, water, food, and other requirements necessary to raise and fatten the piglet that I will be purchasing with the capital of THREE THOUSAND PESOS (P3,000.00) provided by the Council.

If selected, I commit to buy a healthy piglet of good quality, provide the needed housing, feeding and care, including medications when necessary, and keep a record of disbursements/expenses (purchase of the piglet, feed, medications, etc.) and of cash receipts for the sale of the pig or its parts if the pig is slaughtered. I also commit to keep the pig in the same location at _____, where the Negros Occidental Girl Scout Council may monitor the progress of my implementation of the project.

I am aware that I am accountable for the fund that is released to me and I commit to return or repay the fund of P3,000 within 7 days after the end of the 4 month implementation period. The fund will also be due and payable within a week, if the pig is sold or slaughtered before the end of the fourth month.

Upon completion of the project, I commit to submit a brief report on how the project was implemented, attaching thereto a copy of the cash receipts and disbursements, the profit earned, and, if the pig was slaughtered and pork cuts were sold, the number of kilos of meat and assorted parts that may have been retained by the family.

Should my application be selected and the fund be released to me, this application with the commitments indicated therein and the Council's approval shall constitute the agreement between me and the Girl Scout Council of Negros Occidental.

Done in _____ on _____.

Applicant's Printed Name and Signature

Noted by:

Printed Name and Signature of District Field Adviser

For Council Use:

Action on the Application:

Selected Not Selected

Decided by the Project Implementation Committee

Chair: Sheilamae P. Mayonila

Date: _____

Approved by:

ATTY. ANDREA L. SI
Neg. Occ. Council President



Girl Scouts of the Philippines
NEGROS OCCIDENTAL GIRL SCOUT COUNCIL
Araneta St., Singcang, Bacolod City

**GIRL APPLICATION TO JOIN THE GSP NEGROS OCCIDENTAL COUNCIL'S
SWINE FATTENING LIVELIHOOD PROJECT**

I, _____, a registered Girl Scout belonging to Troop No. _____ of _____ (school and LGU), assisted by my parent/guardian, _____, of legal age and a resident of _____, and my Troop Leader, _____, hereby apply to join the GSP Negros Occidental Council's Swine Fattening Project.

I understand that the project aims to assist GSP members from low-income families and inculcate in them the principles of democratic control, self-help, cooperation, healthy competition and entrepreneurship; also to develop in them and their troop leaders, the interest, skills, and ability to manage a small business.

I certify that I have my parents' permission and support for this project and that with the support of my family, I am willing and capable of providing the space, housing, water, food, and other requirements necessary to raise and fatten the piglet that I will be purchasing with the capital of THREE THOUSAND PESOS (P3,000.00) provided by the Council.

If selected, I commit to buy a healthy piglet of good quality, provide the needed housing, feeding and care, including medications when necessary, and keep a record of disbursements/expenses (purchase of the piglet, feed, medications, etc.) and of cash receipts for the sale of the pig or its parts if the pig is slaughtered. I also commit to keep the pig in the same location at _____, where the Negros Occidental Girl Scout Council may monitor the progress of my implementation of the project.

I am aware that I and my parent/guardian are accountable for the fund that is released to us and we commit to return or repay the fund of P3,000 within 7 days after the end of the 4 month implementation period. The fund will also be due and payable within a week, if the pig is sold or slaughtered before the end of the fourth month.

Upon completion of the project, I commit to submit a brief report on how the project was implemented, attaching thereto a copy of the cash receipts and disbursements, the profit earned, and, if the pig was slaughtered and pork cuts were sold, the number of kilos of meat and assorted parts that may have been retained by the family.

Should my application be selected and the fund be released to me, this application with the commitments indicated therein and the Council's approval shall constitute the agreement between me and the Girl Scout Council of Negros Occidental.

Done in _____ on _____

Applicant's Printed Name and Signature

Printed Name and Signature of Parent/Guardian

Printed Name and Signature of Troop Leader

Noted by: _____
Name
Principal of _____

For Council Use:

Action on the Application:

Selected Not Selected

Decided by the Project Implementation Committee

Chair: Sheilamae P. Mayonila

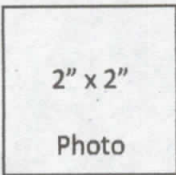
Date: _____

Approved by:

ATTY. ANDREA L. SI
Neg. Occ. Council President



GIRL SCOUTS OF THE PHILIPPINES
NEGROS OCCIDENTAL COUNCIL
Araneta St., Singcang, Bacolod City



**SWINE FATTENING LIVELIHOOD PROJECT
INFORMATION SHEET for Adult Members**

I. Personal Information

Name : _____
Address : _____
Occupation : _____
Tel./ CP No. : _____
Affiliation : _____ District : _____
DFA : _____

Current Registration Date: _____
(Must be registered as of January, 2021).

II. Other Information

Underline the applicable word or words:

- | | | |
|--|---|----|
| Swine fattening in the project site is allowed by the lot owner. | yes | no |
| Swine fattening in the project site is allowed by the barangay | yes | no |
| There is ready housing for the pig in my project site | yes | no |
| I have helped with or handled a swine fattening project myself | yes | no |
| My parents/family have been successful at swine fattening. | a. Most of the time; b. Sometimes; c. No experience | |
| My pig's main diet will be a mix of | a. food scraps or "damog" b. "upa" c. gabi, tangkong, or other plants | |
| I will be supplementing my pig's diet with commercial hog mash | yes | no |
| The main diet of my pig will be commercial hog mash or pellets | yes | no |
| Food supplements (vitamins, minerals, etc.) will be given | yes | no |

Submitted by: _____
Name over Printed Name of Applicant

Attachments:

- 1. Barangay Certificate of Residency of the applicant.
- 2. Photocopy of valid ID.

Verified by: _____
Name over Printed Name of District Field Adviser



GIRL SCOUTS OF THE PHILIPPINES
NEGROS OCCIDENTAL COUNCIL
Araneta St., Singcang, Bacolod City

2" x 2"

Photo

**SWINE FATTENING LIVELIHOOD PROJECT
INFORMATION SHEET FOR GIRLS**

I. Personal Information

Name : _____

Address : _____

Telephone No. : _____ Troop Number: _____

School : _____ District: _____

Troop Leader : _____

Parent/Guardian: _____

Address : _____

Occupation : _____

Current Registration Date: _____

School years registered in scouting (Indicate school year and school)

II. Other Information

Underline the applicable word or words:

Swine fattening in the project site is allowed by the lot owner. yes no

Swine fattening in the project site is allowed by the barangay yes no

There is ready housing for the pig in my project site yes no

I have helped with or handled a swine fattening project myself yes no

My parents/family have been successful at swine fattening. a. Most of the time; b. Sometimes; c. No experience

My pig's main diet will be a mix of a. food scraps or "damog" b. "upa" c. gabi, tangkong, or other plants

I will be supplementing my pig's diet with commercial hog mash yes no

The main diet of my pig will be commercial hog mash or pellets yes no

Food supplements (vitamins, minerals, etc.) will be given yes no

Attachments:

1. Barangay Certificate of Residency of the applicant.

2. Photocopy of valid IDs of parent/guardian and applicant.

Submitted by: _____
Name over Printed Name of GS Applicant

Name over Printed Name of Parent/Guardian

Verified by: _____
Name over Printed Name of Troop Leader/DFA