



GIRL SCOUTS OF THE PHILIPPINES

Visayas Region
Bohol Girl Scout Council

COUNCIL CIRCULAR NO. 05

Series of 2025

TO : PUBLIC SCHOOLS DISTRICT SUPERVISORS, CENTRAL/SCHOOL PRINCIPALS, HEAD TEACHERS, DISTRICT COMMITTEES, BARANGAY COMMITTEES, DISTRICT FIELD ADVISERS, AND TROOP LEADERS FOR ELEMENTARY AND SECONDARY PUBLIC AND PRIVATE SCHOOLS ALL MUNICIPALITIES AND TAGBILARAN CITY

SUBJECT : GSP MEMBERSHIP REGISTRATION

DATE : JUNE 20, 2025

Membership Registration in the Girl Scouts of the Philippines (GSP) is crucial for advancing our mission to empower girls and young women through impactful programs and resource development. By joining the Girl Scouting Movement, girls can discover and hone their potential, strengthen their character, and become responsible members of the global community.

We strongly encourage all Troops, Barangay Committees, and District Committees to register or re-register with their respective districts. Below are key membership details for your reference and guidance.

I. MEMBERSHIP POLICIES

1. Membership is open to all, regardless of creed, social status, and political affiliation. It is open to all Filipinos residing in the Philippines or abroad and to non-Filipino residing in the Philippines.
2. Membership on the Girl Scout Movement is voluntary, but it carries with it the following responsibilities:
 - a. Subscribing to the principles of the Girl Scouting Movement as embodied in the Promise and Law
 - b. Annual payment of the membership fee corresponding to one's position as prescribed by the Central Board. A member serving in more than one capacity must pay the fee for the highest position.
3. Duly registered members of GSP shall be issued an annual individual membership card as well as group registration certificate for the GSP Units



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III. MEMBERSHIP MUTUAL ASSISTANCE FUND (MMAF)

The GSP MMAF was created to provide financial assistance to the members of the organization in cases of accident, rape or death.

BENEFITS	Accidental Death	P 7,000.00
	Burial Assistance	P 2,500.00
	Medical / Hospital Reimbursement	P 4,000.00
	Rape	P 2,500.00
The FARE, with all the required documents, must be submitted to the Council within sixty days (60 days) from the date of accident /death.		

Attached are the GSP Membership Infographics and the GSP Membership Mutual Assistance Fund (MMAF) Financial Assistance Request Form.

This is for the information and guidance of all concerned. The widest possible dissemination is highly encouraged.

Thank you for your continued and unwavering support to the Girl Scouting Movement!

PRISCILLA MOONYEEN P. MONTAÑEZ
Council Executive

WILFREDA D. BONGALOS, PhD, CESO V
Schools Division Superintendent
DepEd Tagbilaran City Division
GS Council Commissioner for Administration

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II. CATEGORIES OF MEMBERSHIP AND MEMBERSHIP REGISTRATION FEES

ACTIVE MEMBERS (Girl Scouts, Adult Volunteers, GSP Staff)		
TROOP	BARANGAY COMMITTEE (BC)	DISTRICT COMMITTEE (DC)
P 50.00 per Girl	P 55.00 per Female or Male Adult	P 55.00 per Female or Male Adult
P 55.00 per Troop Leader		
P 15.00 Troop Fee	P 25.00 BC Fee	P 30.00 DC Fee

ACTIVE MEMBERS (Girl Scouts, Adult Volunteers, GSP Staff)		
TROOP	BARANGAY COMMITTEE (BC)	DISTRICT COMMITTEE (DC)
Should be the same age level: 8 Girls - minimum 40 Girls - maximum 2 Adults - Troop Leaders	5 Adults - minimum 12 Adults - maximum ▪ Males can register as Members only (not as Officers)	8 Adults - minimum 17 Adults - maximum ▪ Males can register as Members only (not as Officers)

AUXILIARY MEMBERS		
HONORARY MEMBERS	ASSOCIATE MEMBERS	OTHER ADULT VOLUNTEER (Career/Professional Women)
P 150.00 per Female or Male Adult	P 55.00 per Female or Male Adult	P 100.00 per Female Adult
Outstanding citizens of the Philippines chosen by the Central Board/Council Boards for the furtherance of Girl Scouting.	Those unable to work actively with a Girl Scout group but are interested in Girl Scouting and are willing to extend their support.	
TREFOIL GUILD	P 50.00 per Female Adult P 200.00 Annual Fee Former Girl Scouts of the organization who wish to carry on the Girl Scouts code in their community and to give support to the Movement.	
SUSTAINING MEMBERS	Those who extend financial or material support to the Movement.	



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GSP MEMBERSHIP



GIRL/YOUNG WOMAN

To be a member of a Girl Scout Troop, she must be at least 4 to 21 years old and may register to school or barangay.



GIRL SCOUT TROOP

A Girl Scout troop is composed of a minimum of six (6) and a maximum of (40) girls, it will be organized by their age-level:

- **Twinkler** - 4 to 6 years old
- **Star** - 6 to 9 years old
- **Junior** - 9 to 12 years old
- **Senior** - 12 to 16 years old
- **Cadet** - 16 to 21 years old



TROOP LEADER

The Girl Scout troop must have a troop leader and Co-leader.

- She must be 21 years old or older and both must attend at least a Basic Course of Girl Scouting.
- The troop leader and Co-leader shall be in charge of only one troop and cannot be co-leaders of other troops.



GIRL SCOUT COUNCIL

Troops must register annually. Members must pay the required individual membership fee. The troop fee is a shared responsibility of every member.



TROOP REGISTRATION

The troop leader must accomplish the Troop Registration Form and sees to it that data are complete, clearly typed, or printed. Then the Council Office assigns the Troop Number.



ISSUANCE OF MEMBERSHIP CARD AND TROOP CERTIFICATE

The issuance of Membership Card and Troop Certificate is a responsibility of the council office. These certify the membership of the troop in the Girl Scouts of the Philippines.



GSP-MEMBERSHIP MUTUAL ASSISTANCE FUND (MMAF)
FINANCIAL ASSISTANCE REQUEST FORM (FARF)

Council: _____ Region: _____ Date Received at the Council: _____

Instructions:

- 1. Kindly fill up this form completely and accurately.
2. Submit this form to GSP-NHQ together with the complete required documents (original/certified true copies) within Sixty (60) days after the accident/incident.
3. Attach a copy of the Registration Form with Acknowledgement Receipt.
4. Please check the type of financial assistance.

TYPE OF FINANCIAL ASSISTANCE WITH CORRESPONDING REQUIREMENTS

DEATH

- Death Certificate with Reg. No. and Official Seal of the Local Civil Registrar's Office
• Supplementary Medical Report/Hospital Record/Police Report

MEDICAL/HOSPITAL REIMBURSEMENT

- Medical Certificate
• Original Copy of medical bills and Official Receipts (OR)
• Duly signed Doctor's prescription of medicines purchased per OR/Sales Invoice submitted
• Original laboratory and X-ray findings
• Police Report/Blotter (for vehicular accident)

RAPE

- NBI or PNP Medico Legal Report or Punong Barangay's Report
• Medical Certificate

PART I (to be filled out by the Member or Beneficiary)

Name of Member: _____ Birthdate: _____ Age: _____
Girl (Age Level)/Adult (Type of Affiliation) _____ Name of School _____
Residence: _____
Date of Incident/Accident: _____ Place of Incident/Accident: _____
Description of the Incident/Accident: _____

Part II (to be filled out by the Council)

CERTIFICATION/VALIDATION OF MEMBERSHIP

_____ is a registered member of _____ Council from _____ Region. She was registered on _____ under Registration Form Number _____, series _____ with Acknowledgement Receipt (AR) No. _____

Council Executive

SUBSCRIBE AND SWORN TO

We declare under the penalties of perjury, that this Financial Assistance request from the GSP-Membership Mutual Assistance Fund was made in good faith and the contents thereof are verified true and correct to the best of our knowledge and belief, pursuant to the guidelines of the GSP-Membership Mutual Assistance Fund.

Applicant (Signature over printed name)

Council Executive

Date: _____

Date: _____

Attested by: _____ Council President

Date

Part III (to be filled out by the National Headquarters- Membership Division)

VALIDATION OF MEMBERSHIP DATA

Date Received at the NHQ: _____
Type of Membership/Age Level: _____
AR Number: _____
AR Date: _____
Date Registration Form Received: _____
Remarks: _____

Recommendation:

Approved checkbox

Approved

Amount _____

Disapproved checkbox

Disapproved

Reason _____

Request for additional documents: _____

Upon completion of the required documents:

Approved Amount: _____ Date: _____