

**BOY SCOUTS OF THE PHILIPPINES**

National Office  
Ermita, Manila



22 February 2016

**NATIONAL OFFICE MEMORANDUM**

No. 14 s. 2016

**TO : REGIONAL SCOUT DIRECTORS, COUNCIL SCOUT EXECUTIVES, AND OFFICERS-INCHARGE**

**SUBJECT : REVISED POLICY ON FINANCIAL ASSISTANCE PROGRAM (FAP) IN COMPLIANCE WITH THE AUDIT RECOMMENDATIONS OF THE COMMISSION ON AUDIT (COA) TO DISCONTINUE PROVIDING FINANCIAL ASSISTANCE TO FAP CLAIMS WHICH ARE NOT RELATED TO SCOUTING ACTIVITIES AND TO UPGRADE THE FINANCIAL ASSISTANCE TO FAP CLAIMS WHICH ARE RELATED TO SCOUTING ACTIVITIES**

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**1. LEGAL BASIS/AUTHORITY**

In compliance with the audit recommendation of the Commission on Audit (COA), the National Council of the Boy Scouts of the Philippines (BSP) passed and approved Resolution No. 2016-003 on February 19, 2016 during the 60th Annual National Council Meeting (ANCM) held in Lingayen, Pangasinan upon the strong endorsement of the National Executive Board (NEB) of the BSP through NEB Resolution No. 069, s. 2015 to discontinue providing financial assistance to FAP claims which are not related to scouting activities and retain only those cases involving scouting-related incidents. The National Council of the BSP also concurred with the COA's recommendation to increase the existing financial assistance to FAP claimants for scouting-related incidents in order to keep abreast with the increasing cost of hospitalization, medicines, or death related expenses. The new and upgraded schedule of financial assistance benefits is further explained under Item No. 6 of this memorandum.

**2. COVERAGE POLICY**

The coverage of financial assistance for hospitalization expenses (either In-Patient case or Out-Patient case) or financial assistance for death cases provided under FAP will be limited only to incidents which occurred during the conduct of official scouting activities;

**3. SCOUTING ACTIVITY DEFINED**

For purposes of clarifying the definition and coverage of the term *scouting activity* in claiming a financial assistance from the National Office through the Financial Assistance Program, the said term would mean and cover any official indoor and outdoor activity which promotes and propagates the interest of the Boy Scouts of the Philippines at the level of the schools, districts, sub-units/units, institutions, local councils, regional offices, and national office. The same definition and coverage is also extended to the participation of a scout

or a unit leader to any municipal, city, provincial, regional, national and international scouting event. Examples of scouting activities are:

- Jamboree;
- Camping/Hiking/Outdoor Activity;
- Scout/Unit Leader Training;
- Instructional Drill or Exercise for Scouts;
- Meeting/Conference/Forum/Conclave of Scouts;
- Board of Review, Community Service, Pre-jamboree Training, Post-activity meeting, KAB Palabas/Holiday/Olympics; and
- Other scouting related activities.

#### **4. PERIOD OF COVERAGE/EXCLUSION**

- 4.1 The period of attending a scouting activity would cover one (1) day before the official start of the scouting activity and one (1) day after the official closing or conclusion of the scouting activity;
- 4.2 Except in cases where travel to the official venue of the scouting activity or travel from the official venue of the scouting activity going back home takes more than one (1) day, the Council Scout Executive (CSE) must certify that the member-claimant is on official travel to or from the scouting activity; and
- 4.3 If, for instance, the member-claimant opted to have personal business outside of his/her travel to or from the official scouting venue or to attend to a personal business during the duration of the scouting activity, such cases are not covered by the Financial Assistance Program in case he/she meets an accident.

#### **5. ADDITIONAL DOCUMENTARY REQUIREMENT**

In order to ensure the legitimacy of the participation of a member-claimant in a scouting activity as defined under Item No. 3 and the legitimacy of the participation of the member-claimant within the period of coverage of FAP as defined under Item No. 4, the Unit Leader or Scouting Coordinator must certify the participation of the member-claimant in addition to the usual certification issued by the school, institution or district. The certification by the Unit Leader or Scouting Coordinator will form part of the documentary requirements in filing a FAP claim in addition to the usual requirements stipulated under the FAP Manual.

It is expected that the Council Scout Executive (CSE) will exercise utmost prudence and judiciousness in determining the legitimacy of the participation of the member-claimant in a scouting activity before endorsing the FAP claim to the National Office.

#### **6. NEW SCHEDULE OF FINANCIAL ASSISTANCE BENEFITS**

Hereunder is the upgraded financial assistance to a member-claimant, viz:

<b>Nature of Claim</b>	<b>Old amount of financial assistance</b>	<b>New amount of financial assistance</b>
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Hospitalization (In-patient and scouting-related case)	<p>Maximum of Php 5,000 broken down as follows:</p> <p>Room and Board – maximum of Php 1,500.00;</p> <p>Hospital Services and Medicines – maximum of Php 2,000.00; and</p> <p>Professional Fee – maximum of Php 1,500.00</p> <p>TOTAL – Php 5,000.00</p>	<p>Maximum of Php 15,000.00 based on the total expenses covering the following:</p> <ul style="list-style-type: none"> <li>• Room and Board;</li> <li>• Hospital Services and Medicines; and</li> <li>• Professional Fees.</li> </ul>
Hospitalization (In-patient and non-scouting-related case)	<p>Maximum of Php 5,000 broken down as follows:</p> <p>Room and Board – maximum of Php 1,500.00;</p> <p>Hospital Services and Medicines – maximum of Php 2,000.00; and</p> <p>Professional Fee – maximum of Php 1,500.00</p> <p>TOTAL – Php 5,000.00</p>	<b><i>This will no longer be covered by FAP</i></b>
Hospitalization (Out-patient and scouting-related case)	Maximum of Php 2,000.00 based on the total amount of expenses	Maximum of Php 5,000.00 based on the total amount of expenses
Hospitalization (Out-patient and non-scouting-related case)	Maximum of Php 2,000.00 based on the total amount of expenses	<b><i>This will no longer be covered by FAP</i></b>
Accidental Death (Scouting-related case)	Php 12,500.00	Php 20,000.00
Accidental Death (Non-scouting-related case)	Php 5,000.00	<b><i>This will no longer be covered by FAP</i></b>
Natural Death (Scouting-related case)	Php 5,000.00	Php 15,000.00
Natural Death (Non-scouting-related case)	Php 2,500.00	<b><i>This will no longer be covered by FAP</i></b>
Dismemberment (Scouting-related case)	(Percentage of Benefit Multiplied by Php 12,500.00)	(Percentage of Benefit Multiplied by Php 20,000.00)
<p><u>Nature of Dismemberment/Injury:</u></p> <ul style="list-style-type: none"> <li>• Loss of sight (for both eyes);</li> </ul>	100%	100%

• Loss of both hands or of their use;	100%	100%
• Loss of feet or of their use;	100%	100%
• Loss of one hand and one foot; or loss of either one hand or one foot and loss of use either of the other hand or other foot;	100%	100%
• Loss of one hand and one foot;	70%	70%
• Loss of ten (10) fingers or loss of their use;	70%	70%
• Loss of hearing of both ears;	70%	70%
• Loss of sight on one (1) eye;	50%	50%
• Loss of one (1) hand or loss of its use;	50%	50%
• Loss of one (1) foot or loss of its use;	50%	50%
• Loss of five (5) fingers of one (1) hand; or loss of four (4) fingers on one (1) hand but including the loss of both the thumb and forefinger;	50%	50%
• Loss of ten (10) toes;	50%	50%
• Loss of thumb and forefinger of one (1) hand; or loss of three (3) fingers of one (1) hand but including either the thumb or the forefinger;	30%	30%
• Loss of use of five (5) fingers of one (1) hand; or loss of use of the three (3) fingers of one (1) hand but including both the thumb and the forefinger;	30%	30%
• Loss of use of the ten (10) toes;	30%	30%
• Loss of the thumb or forefinger of one (1) hand; or loss of two (2) fingers but including either of the thumb or the forefinger of one (1) hand; or loss of one (1) of the three (3) fingers of one hand other than the thumb and the forefinger;	15%	25%
• Loss of use of the thumb and forefinger of one (1) hand;	15%	25%
• Loss of use of the five (5) toes of one foot;	15%	25%
• Loss of hearing of one (1) ear;	15%	25%



Office of the Chairman of FAP Committee  
Office of the Acting Deputy Secretary General  
Office of the Director for Administration  
Office of the Acting Director for Finance  
Office of the Acting Director for Economic Enterprise  
Office of the Internal Auditor  
Office of the COA Resident Auditor