



# Boy Scouts of the Philippines

## National Office

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JUL 25 2016

### NATIONAL OFFICE MEMORANDUM

No. 47 , Series of 2016

TO : Regional Scout Directors  
Council Scout Executives  
Officer-in-Charge  
All Authorized NSS Distributors and Dealers

SUBJECT : NSS Credit Policy



1. In response to the growing number of unsettled account payables of various Local Councils and authorized distributors and dealers with the National Scout Shop (NSS), and upon the approval of the Executive Committee in its meeting dated 15 July 2016, it is hereby made as a matter of record, the creation of the NSS Credit Policy.
2. The NSS Credit Policy shall govern any and all application for credit lines with the National Scout Shop, including the payment terms and penalties and the acceptable modes of payment.
3. All Regional Offices and Local Councils, including all duly accredited and authorized distributors and dealers are hereby directed to conform to this new policy.
4. Should you have further questions, you may refer them to the National Scout Shop thru the Acting Director of the Economic Enterprise Division, Mr. Arthur R. Sales at (02) 527 5111 local 407. You may also contact Ms. Myles Edna B. Melodias, Acting Sales and Marketing Manager at (02) 404 0350 local 121.
5. This Memorandum takes effect immediately and supersedes any other issuances inconsistent herewith.
6. For information, guidance and strict compliance.

  
**ROGELIO S. VILLA, JR.**

Officer-in-Charge

Office of the Secretary General

Encl: NSS Credit Policy

Cc: National Executive Board  
Council and Regional Chairpersons  
Council and Regional Scout Commissioners

NSS.ARS/MEBM/JPRDL/sgc  
OSG.RSV/krf

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## NSS Credit Policy

Hereunder is the new Credit Policy of the National Scout Shop (NSS), viz:

1. **Classification of Corporate Accounts.** All corporate accounts who have applied or will be applying for credit lines with the National Scout Shop shall be classified as follows:

- 1.1. Corporate "A"

These are accounts with average purchases of over ONE MILLION PESOS (PhP 1,000,000.00) for the past three (3) years. Accounts under this class shall be granted a credit line of NINETY (90) DAYS, provided, that they do not have any overdue accounts. In cases where accounts under this class have overdue accounts, their credit line will be temporarily suspended until the obligation/s have been settled with the National Scout Shop.

For this purpose, all Local Councils of the Boy Scouts of the Philippines (BSP) shall be classified under Corporate "A".

- 1.2. Corporate "B"

These are accounts with average purchases of over FIVE HUNDRED THOUSAND PESOS (PhP 500,000.00) to ONE MILLION PESOS (PhP 1,000,000.00) for the past three (3) years. Accounts under this class shall be granted a credit line of SIXTY (60) DAYS, provided, that they do not have any overdue accounts. In cases where accounts under this class have overdue accounts, their credit line will be temporarily suspended until the obligation/s have been settled with the National Scout Shop.

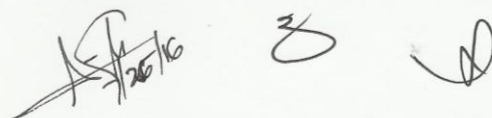
- 1.3. Corporate "C"

These are accounts with average purchases of over TWO HUNDRED FIFTY THOUSAND PESOS (PhP 250,000.00) to FIVE HUNDRED THOUSAND PESOS (PhP 500,000.00) for the past three (3) years. Accounts under this class shall be granted a credit line of FORTY FIVE (45) DAYS, provided, that they do not have any overdue accounts. In cases where accounts under this class have overdue accounts, their credit line will be temporarily suspended until the obligation/s have been settled with the National Scout Shop.

2. **Blocked Accounts.** Local Councils whose accounts were blocked due to unsettled obligations may still opt to re-activate their accounts with the National Scout Shop and avail of the credit terms stipulated above. As such, the following requirements must be complied, viz:

- 2.1. Submission of a Resolution of the Local Council Executive Board (LCEB) acknowledging the all overdue accounts of the Local Council incurred by the current and/or previous administration, as the case may be;

- 2.2. Submission of a Plan of Payment for evaluation and approval of the National Scout Shop Committee and the National Executive Board.

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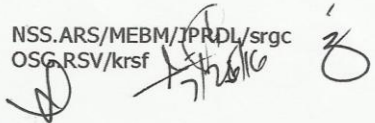


3. **Penalty.** A penalty of 18% per annum will be charged on outstanding balance/s beyond the credit terms granted.

4. **Modes of Payment**

- 4.1. For walk-in customers, the acceptable mode of payment is on a cash basis only. Personal checks shall not be accepted, EXCEPT from person/s who have already established a reputable business relationship with the BSP for a considerable period of time: Provided, further, that they do not have any record of issuing NSF check/s (non-sufficient Funds or Bouncing Checks) in the past;
- 4.2. Checks from schools, business establishments and Local Councils are acceptable modes of payments provided they have already proven their creditworthiness with the NSS and do not have outstanding payables to the NSS beyond 45 days: Provided, further, that they do not have any record of issuing NSF check/s (non-sufficient Funds or Bouncing Checks) in the past;
- 4.3. Checks of other corporate customers without an established creditworthiness will have to wait until such checks are cleared before the NSS can process their orders.

NSS.ARS/MEBM/JPRDL/srgc  
OSG.RSV/krstf

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