

BOY SCOUTS OF THE PHILIPPINES
NATIONAL OFFICE
MANILA

8 November 2012

NATIONAL OFFICE MEMORANDUM
Number 50 s. 2012

TO : Regional Scout Directors, Council Scout Executives and Officers-In-Charge

SUBJECT : **REORGANIZATION OF REGIONAL SCOUT COMMITTEE,
LOCAL COUNCIL EXECUTIVE BOARD and SUBMISSION
OF COUNCIL PROFILE**

1. This is to reiterate to all concerned on the conduct of the **REORGANIZATION** of the Officers and Members of the Regional Scout Committee and Local Council Executive Board. We have observed that some Local Councils are doing it after the prescribed period of time which is **FIRST QUARTER OF EVERY YEAR** and some are using different kinds of forms in submitting their Council Profile report. May we, therefore, remind you of the timetable as follows:

Last week of December - Organize Local Council Nomination and Election Committee (Standard Local Council Constitution and By-laws, Article V, Section 13 states that – the Chairman shall appoint at least three (3) members of the Council whose term are not expiring).

January of the following year - Conduct Local Council Scout Youth Forum and Reorganization of District/Municipal Scouting Committee.

1st to 2nd week of February - Conduct Annual Local Council Meeting (Standard Local Council Constitution and By-laws, Article VI, Section 14).

The purposes of the aforesaid Council meeting are as follows:

1. to receive the Annual Report of the Council Chairman and Council Treasurer.
2. to elect the four (4) Regular Board Members of the Local Council Executive Board to serve for three (3) years.
3. to conduct Local Council Court of Honor.

2nd to 3rd week of February - Election of Private Sector Representatives (Standard Local Council Constitution and By-laws, Article VIII, Section 24c, there shall be at least five (5) to ten (10) representatives from the private sector **to be elected by the newly elected board (12 regular members, mandated members, District/Area Chairmen and Scout Representatives).**

Last week of Feb. - or 1st week of March - The Local Council Executive Board (regular members, private sectors, mandated members, area chairmen and Scout Representatives) shall elect Council Officers and appoint the Chairmen of Standing and Special Committees.

March 31 - The Council Scout Executive/Officer-In-Charge submits to the National Office through the Regional Office the following Reports:

1. Annual Council Meeting Proceedings
2. Result of the elections for four (4) newly elected/Regular Members, Private Sectors & Council Officers.

3. Local Council Scout Youth Forum Proceedings of all Resolutions.
4. Fully accomplished **COUNCIL PROFILE**
(please ensure that all officers are registered for the current year and have affixed their original signature on the space provided opposite their name to ensure legality of the documents signed by the officers.)

In the conduct of the election, Regional Scout Directors/Council Scout Executives/Officers-In-Charge must ensure that the composition of their Local Council Board reflects a cross section of the community especially the barangay, the business and private sectors. This will prove that the Scouting Movement in the locality get utmost support from everybody. It is also requested that Regional Scout Directors make themselves available to attend Annual Local Council Meeting.

2. As soon as the Council Officers have been elected, the Regional Scout Director must re-organize the Regional Scout Committee **on or before second week of April of the current year**. Thus, Regional Scout Directors are advised to submit the result of the Regional Scout Committee Election **on or before April 30**.
3. For widest dissemination, information and strict compliance.



J. RIZAL C. PANGILINAN
Secretary General

JRCP/RSV/fcm