

BOY SCOUTS OF THE PHILIPPINES
National Office
Manila

09 March 2015

MEMORANDUM

TO : ALL BSP EMPLOYEES

SUBJECT : 2015 NATIONAL WOMEN'S MONTH CELEBRATION (NWMC)

1. The Philippine Commission on Women (PCW), in coordination with national government agencies and non-government organizations, is spearheading the observance and celebration of the 2015 National Women's Month in March with the theme "**Juana, Desisyon Mo ay Mahalaga sa Kinabukasan ng Bawat Isa, Ikaw Na!**". It aims to pay tribute to all women leaders who passionately led and continue to advance women's advocacies in various sectors of society.
2. The BSP, as part of its GAD Activities, gender-responsive advocacies and governance, and commitment to human resource development, will participate in the various activities enumerated hereunder for the Celebration.

a. Hanging of the 2015 NWMC official streamer in the BSP Office

b. Uploading of the official logo advocacy video and other national women's month advocacy materials at the bsp website, facebook, youtube and twitter pages

Mr. Charlie M. Cameros, MIS Executive, Field Operations Division has been assigned as the person-in-charge of this activity. He shall monitor the public's reponse (likes, shares, etc.) on the uploaded materials and make a report on the same to the Project Officer for inclusion in BSP's Report re Women's Month Celebration.

c. Forum on women in Leadership, Power and Decision-Making "Why women? Why now? Why you?" on 24 March 2015 at the Pamantasan Ng Lungsod Ng Pasig

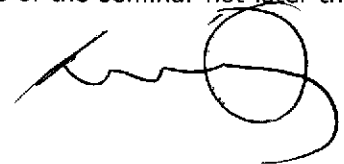
The Forum is open to all women employees of the government, particularly those occupying second level positions. An agency can send a maximum of five (5) participants to this forum and no fees will be charged. It will serve as a venue for them to learn from the sharing of experiences of different women leaders in civil society, academe, bureaucracy and electoral body, thus, inspiring them and creating opportunities for these women to exercise their leadership and decision-making skills.

The participants to this forum will be screened and chosen by the Personnel Development Committee.

d. Seminar on Violence Against Women and their Children for BSP National Employees on 26 March 2015 at the 6th Floor South Wing, BSP-National Office Building, Manila from 9:00 a.m. to 5:00 p.m. (Refer Annex A for the Official Roster of Participants)

The seminar is for BSP-National Office employees, Regional Scout Directors, Camp Managers and COS personnel at the National Office. It will be held on Thursday, 26 March 2015 at the 6th Floor, South Wing, BSP-National Office, Manila from 9:00 a.m. to 5:00 p.m. The seminar will focus on **Republic Act 9262 (An Act Defining Violence Against Women and their Children) and Republic Act 9710 (Magna Carta of Women)**. A resource person from the Philippine Commission on Women will be invited for this purpose.

All participating employees are hereby directed to be seated at the venue of the seminar not later than 8:30 a.m. as we will start the program at exactly 9:00 a.m.



- e. **BSP 1st Quarterly Socials on 27 March 2015 at the 6th Floor South Wing, BSP-National Office Building, Manila from 10:00 a.m. to 6:00 p.m. (Refer Annex B for the Official Roster of Participants)**

The 1st Quarterly Socials will carry the theme of the 2015 Women's Month Celebration "Juana, Desisyon Mo ay Mahalaga sa Kinabukasan ng Bawat Isa, Ikaw Na". The activity will be in two parts:

Part I – Talk on Women Empowerment, Role of Women in Decision-Making and Development from 10:00 a.m. to 12:00 Noon. A resource person from the Philippine Commission on Women will be invited to talk on the above mentioned topic. The group will break for lunch and will reconvene at 2:30 p.m. at the same venue.

An Essay Writing Contest, Drawing/Sketching Contest and Special Video Recording Contest will be the highlight of the day's activity. **(Refer Annex C for the Rules and Mechanics of the Contests)**

Part II – Socials proper from 2:30 p.m. to 6:00 p.m.


3. The objectives of BSP's participation to these events/activities are as follows:
- To raise the awareness and enhance the knowledge of BSP employees on women empowerment, and the key roles that women play in development and decision-making;
 - To encourage the "Juanas" in the BSP to step up, participate and lead in different sectors of society; and
 - To organize activities in the BSP that will promote gender-responsive governance, gender sensitivity and camaraderie.
4. The participation of the BSP in the aforementioned activities will be coordinated by the Administration Division. The following BSP personnel have been designated to constitute the **Project Management Team** to ensure the successful conduct of the said activities.

Adviser - **Mr. Florencio B. Atinyao**, Director, Administration Div.

Project/Activity Coordinator - **Mrs. Aliw B. Delos Reyes**, HRMO – Administration Div.

Special Disbursing Officer - **Mrs. Sophia U. Castillo**, Admin. Assistant, Admin. Div. 

a. Hangang of the 2015 NWMC official streamer in the BSP Office

Coordinators/In-Charge - Administration Division
Mr. Frederick E. Bonifacio, Admin. Asst.
Mr. Servillano J. Bajora, Supply Officer 

b. Uploading of the official logo advocacy video and other National Women's Month advocacy materials at the bsp website, facebook, youtube and twitter pages

Coordinator/In-Charge - Field Operations Division
Mr. Charlie M. Cameros, MIS Executive 

c. Forum on women in Leadership, Power and Decision-Making "Why women? Why now? Why you?" on 24 March 2015 at the Pamantasan Ng Lungsod Ng Pasig

Coordinator/In-Charge - Administration Division
Mrs. Aliw B. Delos Reyes, HRMO

d. Seminar on Violence Against Women and their Children for BSP National Employees on 26 March 2015 at the 6th Floor South Wing, BSP-National Office Building, Manila from 9:00 a.m. to 5:00 p.m.

Program - Administration Division
Mrs. Aliw B. Delos Reyes, HRMO/Coordinator 

- Food - Economic Enterprise Division
Mrs. Joanna B. Valeza, W&M Exec./Coordinator *fv*
- Physical Arrangements - Field Operations Division
Mr. Carmelo B. Francia, PR/OO/Coordinator *fv*
- Registration - Finance Division
Mrs. Corazon O. Manic, Acting Budget Officer *ore*
- Audio Visual Equipment/
Sound Systems In Charge - Administration Division
Mr. Marlon P. Bernardo, Maintenance Technician *fv*
- Photo Documentation - Administration Division
Mr. Frederick E. Bonifacio, Admin. Asst./Coordinator *fv*

e. BSP 1st Quarterly Socials on 27 March 2015 at the 6th Floor South Wing, BSP-National Office Building, Manila from 10:00 a.m. to 6:00 p.m.

- Program - PR & Communicatios
Miss Janice Q. Cartago, Admin. Officer/Coordinator *Cartago*
- National Scout Shop
Miss Myle Edna B. Melodias, Acting Sales and Marketing
Manager/Assistant Coordinator *Melodias*
- Games - Field Operations Division
Mr. Manuel G. Isidoro III, Field Scout Exec./Coordinator *Isidoro*
- Food - Finance Division
Miss Ma. Lea P. Fungo, Budget & Finance
Exec./Coordinator *fv*
- Audio Visual Equipment/
Sound System In Charge - Administration Division
Mr. Marlon P. Bernardo, Maintenance Technician
- Physical Arrangements - Economic Enterprise Division
Mr. Jerry Rubrico, Staff Assistant/Coordinator *fv*
- Gifts/Prizes/Cakes - National Scout Shop
Miss. Wilma M. Neverida, Accounting Clerk/Coordinator *fv*

5. The Members of the Project Management Teams for each of the activities are directed to attend the **Coordination Meeting on Wednesday, 11 March 2015 at 3:00 p.m. at the 6th Floor South Wing, BSP Building, Manila.**
6. All Division Directors, Office Chiefs, Units Heads and Regional Scout Directors are hereby directed to extend any and all support that may be required by the Project Management Team towards the fulfillment of their assigned tasks and the attainment of this project's aims and objectives.
7. For your information, guidance and compliance.

WENDEL E. AVISADO
SVP and Acting Secretary General *W. Avisado*

cc: Office of the President
Office of the SVP and Acting Secretary General
Resident Auditor
Regional Scout Directors
Central File