

BOY SCOUTS OF THE PHILIPPINES
National Office
Manila

11 October 2013

MEMORANDUM

T O : ALL BSP NATIONAL OFFICE STAFF

SUBJECT : BSP's 77TH ANNIVERSARY, AWARDS AND RECOGNITION AND 3RD QUARTER SOCIALS

On 30 October, 2013 (Wednesday), we are going to celebrate BSP's 77th Anniversary together with the Awards and Recognition and 3rd Quarter Socials at the BSP-National Executive Boardroom at 2:00 o'clock in the afternoon.

All are directed to be in their appropriate office uniform for the day and attendance is a must.

To ensure the success of this 3-in-1 event, the following employees representing their divisions are hereby assigned as coordinators of working committees.

Program	-	Administration Division Mrs. Aliw B. Delos Reyes , HRMO/Coordinator
BSP History (Audio-Visual Presentation)	-	Public Relations and Communications Miss Janice Q. Cartago , Admin. Officer/Coordinator
Finance	-	Administration Division Mr. Frederick E. Bonifacio , Admin. Asst./Coordinator
Physical Arrangements	-	Internal Audit Office/OSG/OP Miss Natividad Morales , Exec. Secretary/Coordinator
Food	-	Finance Division Mrs. Teresita A. Bautista , Sr. Bookkeeper/Coordinator
Games	-	Field Operations Division Mr. Charlie M. Cameros , MIS Executive/Coordinator
Gifts/Prizes for Games and Door Prizes	-	National Scout Shop Mr. Arthur R. Sales , NSS Executive/Coordinator
Thanksgiving Mass	-	Mr. Carmelo B. Francia , PARD Officer/Coordinator

The coordinators are directed to attend the Coordination Meeting on Wednesday, 16 October 2013 at 3:00 o'clock in the afternoon at the Administration Division.

For your information and compliance.


WENDEL E. AVISADO
SVP and Acting Secretary General

cc: President
Secretary General
Director, Administration
Director, Finance
Director, EED
Director FOD
Resident Auditor (COA)
Regional Scout Directors
All others concerned
File