

Boy Scouts of the Philippines
National Office
Manila

16 March 2015

Memorandum

To : DIRECTOR FOR FINANCE
ACTING DIRECTOR FOR ECONOMIC ENTERPRISE

Subject : DEATH AID

Pursuant to section VIII, sub-section A, number 6 of the BSP Employees Manual, one percent (1%) is deducted from BSP employees' monthly salary in case of death of an employee's immediate family members.

Relative to this, please release the employee's death aid contribution of one (1) percent of their Monthly Basic Salary in the name of Mr. Eduardo P. Mariano Administrative Assistant I, BSP-Makiling National Scout Reservation-Los Baños, Laguna, whose mother Mrs. Florinda P. Mariano died on March 6, 2015 at Los Baños Doctors Hospital and Medical Center, Los Baños Laguna.

Attached are the following documents to support his entitlement to the death aid.

- 1) Birth Certificate of Eduardo P. Mariano
- 2) Death Certificate of mother

For your information and guidance.


WENDEL E. AVISADO
SVP and Acting Secretary General

cc. Acting Deputy Secretary General
Dir. for Administration
Dir. for Field Operations
National Scout Shop
Regional Scout Directors
COA
Internal Audit Office
Personnel concerned

FBA/abdr/feb

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Finance JP 3/18/2015