

BOY SCOUTS OF THE PHILIPPINES
National Office
Manila

03 October 2014

MEMORANDUM

T O : ALL BSP NATIONAL OFFICE STAFF

SUBJECT : **BSP's 78TH ANNIVERSARY, AWARDS AND RECOGNITION AND 3RD QUARTERLY SOCIALS**

On 30 October, 2014 (Thursday), we are going to celebrate BSP's 78th Anniversary together with the Awards and Recognition and 3rd Quarterly Socials at the 6th Floor-South Wing of the BSP-National Office Building at 10:00 o'clock in the morning.

All are directed to be in their Type-A BSP uniform 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 for the said activity.

Program	- Administration Division Mrs. Aliw B. Delos Reyes, HRMO/Coordinator
BSP History (Audio-Visual Presentation)	- Field Operations Division Mr. Carmelo B. Francia, Prog. Research & Dev't. Officer/Coordinator
Finance	- Administration Division Mr. Servillano J. Bajora, Supply Officer/Coordinator
Physical Arrangements	- Finance Division Miss Ma. Lea P. Fungo, Budget & Finance Exec./Coordinator
Food	- Internal Audit Office/OSG/OP Mr. Emmanuel A. Loon, Audit Clerk/Coordinator
Games	- National Scout Shop Miss Myle Edna B. Melodias, Acting Sales & Mktg. Mgr./Coordinator
Gifts/Prizes for Games and Door Prizes	- Economic Enterprise Division Mrs. Evelyn A. Borja, Administrative Officer/Coordinator
Mass Coordinator	- PR and Communications Office Miss Janice Q. Cartago, Admin. Officer/Coordinator

The Coordinators are directed to attend the Coordination Meeting on Friday, 10 October 2014 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