



# Boy Scouts of the Philippines

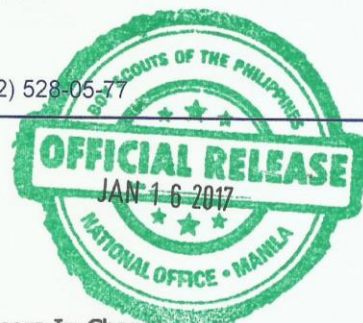
## National Office

181 Natividad Almeda-Lopez St., Ermita, 1000 Manila, Philippines  
P.O. Box 1378, Manila CPO, Philippines

E-mail: bsp@scouts.org.ph

Website: www.scouts.org.ph

Tels. (632) 528-05-55 \* (632) 527-2318 to 19 \* Telefax (632) 528-05-77



JAN 16 2017

### NATIONAL OFFICE MEMORANDUM

Number 06 s. 2017

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

SUBJECT : **2016 SEARCH FOR THE MOST OUTSTANDING COUNCIL CHAIRPERSON**

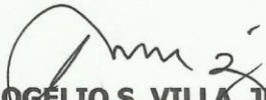
1. The Boy Scouts of the Philippines is pleased to announce the Search for the Most Outstanding Council Chairperson for 2016. This search is open to all Council Chairpersons whose outstanding performance in the overall supervision of the operations of the Council for the year 2016, contributed immensely in the achievement of the mission and vision of the Scouting.
2. The selection process will be at the Regional and National levels and, will be done as follows:
  - a. All Councils are required to submit their nominations together with all the supporting documents to the Regional Office. Regional Office shall organize their Regional Selection Committee to evaluate nominations coming from the Councils. The Regional Office will select one (1) winner from among the Council candidates to be endorsed to the National Office not later than **13 March 2017**.
  - b. The Selection Committee of the Regional level shall be composed of the following:

Chairman	-	Regional Scout Commissioner
Vice Chairman	-	Regional Director, DepEd
Members	-	Regional Training Commissioner
		Regional Program Commissioner
Secretary	-	Regional Scout Director
3. The timetable below for the Selection of the Most Outstanding Local Council Chairperson, should be strictly observed as follows:

01 February	-	Deadline for submission of nominations from Local Council Office to the Regional Office.
27 February	-	Regional Level screening and selection.
13 March	-	Deadline for submission of Regional winners in official Nomination form and accompanying documents to National Office.
03-05 April	-	Review, Evaluation of documents by the BSP, MOSCOM Technical Working Group.

- |             |   |   |
|-------------|---|---|
| 21 April    | - | Declaration of winners by the National Board of Judges.<br>The decision of the National Board of Judges is final. |
| 18 May 2017 | - | Awarding of winners in Bohol during the conduct of the<br>61st ANCM.  |

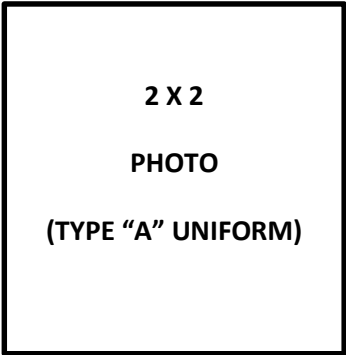
4. Only the standard official Nomination Form shall be accepted.
5. For information, guidance and compliance.

  
**ROGELIO S. VILLA, JR.**  
Acting Secretary General

Encls...:Nomination Form  
Rating Criteria Standard/Guidelines  
Individual Rating Sheet  
Tally Sheet

BOY SCOUTS OF THE PHILIPPINES  
NATIONAL OFFICE  
Manila

NOMINATION FORM  
2016 MOST OUTSTANDING COUNCIL  
CHAIRPERSON



\_\_\_\_\_ Council

CANDIDATE: \_\_\_\_\_ NICKNAME: \_\_\_\_\_  
Surname First Name Middle Name

Home Address: \_\_\_\_\_ Telephone No. \_\_\_\_\_  
\_\_\_\_\_ Cellular Phone No. \_\_\_\_\_

Birthdate \_\_\_\_\_ Birthplace: \_\_\_\_\_ Sex: \_\_\_\_\_

Email Address: \_\_\_\_\_ Civil Status: \_\_\_\_\_

Occupation: \_\_\_\_\_ Office Address: \_\_\_\_\_

Region \_\_\_\_\_ Tenure in Scouting: \_\_\_\_\_

CERTIFICATION:

I HEREBY CERTIFY under the penalty of perjury that the information on this form are true and correct.

Nominated by:

\_\_\_\_\_  
Signature over printed name  
(Any of the officer/member of the LCEB)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Nominee’s Signature

\_\_\_\_\_  
Date

Endorsed by:

\_\_\_\_\_  
Council Scout Executive/OIC

\_\_\_\_\_  
Date

\_\_\_\_\_  
Council Scout Commissioner

\_\_\_\_\_  
Date



BOY SCOUTS OF THE PHILIPPINES  
2016 SEARCH FOR THE MOST OUTSTANDING COUNCIL CHAIRPERSON

RATING STANDARD CRITERIA/GUIDELINES

- I. **PERFORMANCE (40%)** – Based on the Performance Evaluation Appraisal as stipulated on the Job Description of the Adult in Scouting Policy (AIS), the performance of the Council Chairperson shall be reviewed and rated by the Regional Chairperson.
- II. **EVENTS AND ACTIVITIES PARTICIPATED AND CONDUCTED AS PLANNED (30%)** - Participation to Regional /Council Scouting activities/events and attendance to Council Executive Board and Regional Meetings. *(Certified true copy of Certificates and any proof of participation and attendance must be attached to this form).*
- A. **ACTIVITIES:**
- |   |    |
|---|----|
| International <i>(Maximum of 1 point)</i> | 1% |
| National <i>(Maximum of 3 points)</i>     | 3% |
| Regional <i>(Maximum of 8 points)</i>     | 8% |
| Local <i>(Maximum of 6 points)</i>        | 6% |
- B. **MEETINGS:** *(1 point for every meeting)*  
*(Please indicate venue/date of meeting)*
- Attendance to Local Council Executive Board/Regional Key 3 Meetings *(Maximum of 6 points)* 6%
  - Attendance to Planning and Management Meetings with Council/District Commissioner Staff *(Maximum of 6 pts.)* 6%
- III. **AWARDS AND RECOGNITION (20%)** - Recipient of International, National, Regional and Local Awards from Scouting. *(Certified true copy and pictures of Awards citation must be attached to this form).*
- A. **SCOUTING (10%)**
- |                        |     |
|------------------------|-----|
| Gold Tamaraw/Tanglaw   | 10% |
| Silver Tamaraw         | 9%  |
| Bronze Tamaraw         | 8%  |
| Gold Usa               | 7%  |
| Silver Usa             | 6%  |
| Bronze Usa             | 5%  |
| GMM/GSA                | 4%  |
| SMM/SSA                | 3%  |
| BMM/BSA                | 2%  |
| Plaque of Appreciation | 1%  |
- B. **SKILLS (10%)**
- |                                       |      |
|---------------------------------------|------|
| Course for Managers of Training (CMT) | 10%  |
| Course for Managers of Learning (CML) | 7.5% |
| Advance Training Course (ATC)         | 5%   |
| Basic Training Course (BTC)           | 3%   |
- IV. **TENURE (10%)** – Must have served for at least two (2) years as Local Council Chairperson.

## Annex "C"

### 2016 MOST OUTSTANDING COUNCIL CHAIRPERSON

#### RATING SHEET PER JUDGE

Candidate: \_\_\_\_\_

Council: \_\_\_\_\_

- I. **PERFORMANCE (40%)** – Based on the stipulated Job Description in the Adult In Scouting Policy (AIS), the performance of the Council Chairperson shall be reviewed and rated by the Regional Chairperson using the instrument below as follows:

	<b>ACHIEVEMENTS</b>	1	2	3	4	5
1.	Exercised overall supervision of Council operations.					
2.	Ensured that the Council's constitutional obligations and duties are observed.					
3.	Presided at all meetings of the Council, its Executive Board and Executive Committee.					
4.	Appointed the Chairmen of all Council Committees in accordance to the By-Laws.					
5.	Attended meetings of all Council Committees.					
6.	Performed other duties assigned by the Executive Board.					

\_\_\_\_\_  
Regional Chairperson (Rater)

\_\_\_\_\_  
Signature (Ratee)

Legend:						
5	=	Very Satisfactory		33-40	=	Very Satisfactory
4	=	Satisfactory		25-32	=	Satisfactory
3	=	Average		17-24	=	Average
Below 3	=	Needs Help		9-16	=	Needs Help
				Below 9	=	Assign to another position

CRITERIA	RATING	REMARKS
<b>II. EVENTS AND ACTIVITIES PARTICIPATED AND CONDUCTED AS PLANNED (30%)</b>		
A. Activities: International - 1% National – 3% Regional – 8% Local – 6%		
B. Meetings: -Attendance to LCEB/Regl. Key 3 meetings – 6% -Attendance to Planning and Management Meetings with Council/District Commissioner Staff - 6%		
<b>III. AWARDS AND RECOGNITIONS (20%)</b>		
A. Scouting ( 10%)		
Gold Tamaraw/Tanglaw -10%		
Silver Tamaraw - 9%		
Bronze Tamaraw - 8%		
Gold Usa - 7%		
Silver Usa - 6%		
Bronze Usa -5%		
GMM/GSA - 4%		
SMM/SSA -3%		
BMM/BSA - 2%		
Plaque of Appreciation – 1%		
B. Skills (10%)		
Course for Managers of Training (CMT) - 10%		
Course for Managers of Learning (CML) – 7.5%		
Advance Training Course (ATC) – 5%		
Basic Training Course (BTC) - 3%		
<b>IV. TENURE (10)</b>		

\_\_\_\_\_  
Rater's printed name and Signature

\_\_\_\_\_  
Position

\_\_\_\_\_  
Date

BOY SCOUTS OF THE PHILIPPINES  
2016 SEARCH FOR THE MOST OUTSTANDING COUNCIL CHAIRPERSON

TALLY SHEET  
SAMPLE OVERALL RANKING OF COUNCIL CHAIRPERSON NOMINEES

N O M I N E E S	Council	C R I T E R I A				Overall Ranking	
		I	II	III	IV	Total Weighted Score	Rank

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

Attested by:

\_\_\_\_\_  
Regional Scout Director

\_\_\_\_\_  
Date