



Boy Scouts of the Philippines

National Office

181 Natividad Almeda-Lopez St., Ermita, 1000 Manila

PO Box 1378, Manila CPO, Philippines

E-mail: bsp@scouts.org.ph

Website : www.scouts.org.ph

Tels. (632) 528 0555 * 527 8317 to 20 * Telefax: (632) 528 0577

20 February 2020



NATIONAL OFFICE MEMORANDUM

Number 17 Series 2020

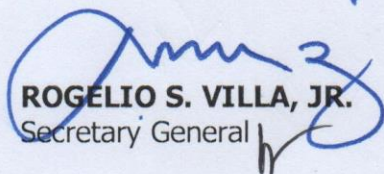
T O : All Regional Scout Directors/Council Scout Executives/Officers-in-Charge

**SUBJECT : ADDENDUM TO NATIONAL OFFICE MEMORANDUM NO. 12, S. 2020
RE THE SCOUT MEMBERSHIP GROWTH CAMPAIGN PROGRAM FOR
2020**

Attached herewith the following documents for the information, guidance and compliance of all concerned; viz:

1. National Office Memorandum No. 12, series 2020 dated 12 February 2020;
2. Revised schedule of the number of Project Officer (PO) and Assistant Project Officer/s (APOs) that may be designated per Council in the ten (10) Scouting Regions based on the Councils' 2020 Membership Goals or its Actual Membership Performance **as of December 2019**, whichever is higher, as provided for in the scheme; and
3. "After Activity Report" which the Councils should use in documenting the activities they have conducted in line with the scheme.

Councils are hereby reminded to submit their Local Council Executive Board Resolutions (LCEB) designating their Project Officers and/or Assistant Project Officers to the National Office, c/o Field Operations Division **not later than 15 March 2020**.


ROGELIO S. VILLA, JR.
Secretary General

/abdr



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12 February 2020

NATIONAL OFFICE MEMORANDUM

Number 12 Series 2020

T O : All Regional Scout Directors/Council Scout Executives/Officers-in-Charge

SUBJECT : SCOUT MEMBERSHIP GROWTH CAMPAIGN PROGRAM FOR 2020

The BSP Strategy Map: Vision 2025 outlines the strategic objectives and the necessary action steps that the Boy Scouts of the Philippines will be undertaking over the course of the next ten years in order to achieve its Major Final Outcome (MFO) of Membership Growth. Our over-all aim is the continuous growth of our membership, targeting to register at least 3.7 Million Scouts by the year 2025 or an average growth of five percent (5%) annually.

With Membership Growth as our MFO, we see more young people to experience and benefit from the programs, projects and activities in the future as we aimed to help the most number of youth in our country to develop values and acquire competencies to become responsible citizens and capable leaders, thereby contributing in creating a better and progressive society.

The BSP recognizes the significant roles of the Local Councils in the over-all Scout Membership Campaign as they are in the frontline of delivering the Scouting Program to more young people within their respective jurisdictions as clearly highlighted under the Strategic Priority on Organizational Excellence.

In this connection, the Scout Membership Growth Campaign Program is designed to help achieve the expected growth in membership performance in the next five (5) years at the same time giving financial incentive to the Local Council Front liners in order to motivate them to deliver better performance in their Scout Membership Campaign Program with the end view of achieving the goal of registering 3.7 Million Scouts by 2025. Specifically, the program aims to:

1. Attain the 2020 Scout membership goal of the 120 Local Councils of the BSP;
2. Contribute to the attainment of the membership target as set in the Performance Evaluation Scorecard (PES) of the BSP for 2020; and
3. Provide financial incentives to performing Local Council personnel who have significantly contributed to the attainment of the MFO on Membership Growth.

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METHODOLOGY

1. Designation of Project Officer and Assistant Project Officer/s

In order to meet the National Membership Goal, one (1) Project Officer (PO) will be engaged from each of the 120 Local Councils of the BSP who shall be primarily responsible in achieving the respective Local Council Membership Goals.

Recognizing that larger Local Councils will entail additional manpower requirements in order to meet their respective Membership Goals or maintain/exceed their previous actual membership performance, Assistant Project Officers may be engaged by the National Office based on its 2020 Membership Goal or its 2019 Actual Membership Performance, whichever is higher, according to the following threshold:

Threshold	Number of APOs
First 25,000 Scouts	-
25,001 – 45,000 Scouts	1
45,001 – 65,000 Scouts	2
65,001 – 85,000 Scouts	3
85,001 – 105,000 Scouts	4
105,001 – 125,000 Scouts	5
125,001 – 145,000 Scouts	6
145,001 Scouts and above	7

For this purpose, the Council Scout Executive/Officer-in-Charge (CSE/OIC) shall serve as Project Officer and the other duly authorized Local Council personnel such as Assistant Council Scout Executives, Council Field Scout Executives and other Council Staff shall serve as Assistant Project Officer/s to be endorsed by the Local Council Executive Board through a Board Resolution.

2. Payment of Honoraria

In recognition of their services, the Project Officers and Assistant Project Officers shall be entitled to honoraria amounting to **Sixty Thousand Pesos (Php60,000.00)** and **Thirty-Six Thousand Pesos (Php36,000.00)**, respectively, for the period January 2020 to December 2020.

The following guidelines shall be observed in the payment of honoraria:

- a. Payment of honoraria shall be strictly based on the attainment of the above-mentioned milestones/deliverables per month and the submission of the corresponding required documents. Payment of succeeding honoraria is not dependent on the attainment of the milestones/deliverables required in the preceding months.
- b. The honoraria shall be released in tranches and upon the attainment of the following deliverables and the submission of the required documents indicated in the timetable below according to the deadlines hereunder specified:



Month	Deliverables/Milestones	Amount of Honoraria		Documents to be Submitted	Deadline of Submission to the National Office
		PO	APO		
January to February 2020	Signing Contract of Service as PO and APO	P10,000.00	P6,000.00	<ul style="list-style-type: none"> - Local Council Executive Board (LCEB) Resolution designating the Project Officer and Assistant Project Officer/s; and - Signed and notarized Contract of Service. 	- Not later than 15 March 2020
March to April 2020	Conduct of Basic Training Course (BTC)	P10,000.00	P6,000.00	Narrative report (with names of participants) and photos of the trainings conducted.	- Not later than 15 May 2020
May to July 2020	Conduct of the following: <ul style="list-style-type: none"> - Strategic Planning/ Roundtable Sessions/Goal Setting - Conduct of Information and Education Campaign (IEC) for Scout Membership in Schools 	P15,000.00	P9,000.00	<ul style="list-style-type: none"> - Narrative report and membership goals set as a result of the Strategic Planning /Goal Setting; - Narrative report and photos of the IECs conducted in schools; and - Photos of the activities conducted. 	- Not later than 15 August 2020
August to September 2020	Registration of 50% of the Scouting Goal	P10,000.00	P6,000.00	MRSR for August and September 2020	- Not later than 15 October 2020
October to November 2020	Registration of 75% of the Scouting Goal	P10,000.00	P6,000.00	MRSR for October and November 2020	- Not later than 15 Dec. 2020
December 2020	Registration of 100% of the Scouting Goal	P5,000.00	P3,000.00	MRSR for December 2020	- Not later than 15 January 2020

- c. Councils who fail to submit the **complete required documents** on the deadlines specified above shall not be entitled to the corresponding honoraria.

- d. For the required deliverables/milestones from August to December 2020, aside from complying with the required deadline of submission of documents, the Councils are also advised that entitlement to the honoraria shall be subject to the following conditions:

Month	Milestones/Deliverables	Honoraria		Actual Accomplishment per MRSR	Entitlement to Honoraria
		PO	APO		
August to September 2020	Registration of 50% of the Scouting Goal	P10,000.00	P6,000.00	% against Scouting Goal is at least 50%	100% of Honoraria
				% against Scouting Goal for August is less than 50% and for September is at least 50%	50% of Honoraria
				% against Scouting Goal for August is at least 50% and for September less than 50%	None
October to November 2020	Registration of 75% of the Scouting Goal	P10,000.00	P6,000.00	% against Scouting Goal is at least 75%	100% of Honoraria
				% against Scouting Goal for October is less than 75% and for November is at least 75%	50% of Honoraria
				% against Scouting Goal for October is at least 75% and for November less than 75%	None
December 2020	Registration of 100% of the Scouting Goal	P5,000.00	P3,000.00	% against Scouting Goal is 100%	100% of Honoraria
				% against Scouting Goal is less than 100%	None

- e. Honoraria that are not released by the end of the project period due to the non-attainment of the required project deliverables/milestones and non-submission of the corresponding required reports and documents shall be forfeited in favor of the BSP.

3. Replacement of Project Officers and Assistant Project Officers

In the event that the Project Officers and Assistant Project Officers retire or resign or for whatever reason/s, are separated from the service, the Local Council Executive Board may designate their replacement through a Board Resolution.

However, the replacement Project Officer and/or Assistant Project Officer shall be entitled only to the remaining tranches of honoraria for the year and after the attainment and submission of the required milestones/deliverables and reports.

4. Scout Membership Potential

To standardize the basis of the total Scout Membership Potential of the BSP, the actual population figures within the range of 5-19 years old were used as this



provides a picture of the general Scouting population for which the Scouting Program is intended pursuant to Commonwealth Act No. 111, as amended by Republic Act No. 7278.

The Membership Potential may be further calibrated based on the succeeding census to be conducted by the Philippine Statistics Authority (PSA).

5. Membership Goal

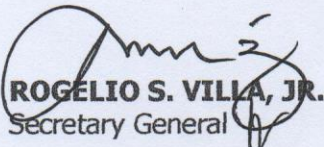
A uniform Scout Membership Goal factor shall be applied to all the 120 Local Councils to be derived using the following formula:

$$\frac{\text{National Membership Goal}}{\text{Total Membership Potential}} = \text{Annual Membership Goal}$$

Attached herewith is the Scout Membership Potential and the corresponding Scout Membership Goal for 2020 per Local Council for your reference.

Councils are also enjoined to use the attached "After Activity Report" in documenting the activities they have conducted in line with the Scout Membership Growth Campaign Program and submit the same to the National Office in two (2) copies.

For the information and guidance of all concerned.


ROGELIO S. VILLA, JR.
Secretary General

/abdr

NO. OF PROJECT OFFICER AND ASSISTANT PROJECT OFFICERS PER COUNCIL
(Based on Scout Membership Goal or Dec. 2019 Registered Scouts)

ILOCOS REGION	SCOUT POT'L.	2020 SCOUT MEM. GOAL	REGISTERED SCOUTS	PROJECT OFFICER	ASST. PROJ. OFFICER
			DEC. '19		
Dagupan City	27,013	5,758	5,592	1	0
Eastern Pangasinan	173,153	36,908	34,435	1	1
Ilocos Norte-Laoag City	72,474	15,448	21,714	1	0
Ilocos Sur	88,116	18,782	23,723	1	0
La Union	104,739	22,325	15,464	1	0
Pang.-San Carlos City	236,612	50,434	48,976	1	2
TOTAL	702,108	149,655	149,904	6	3

NORTHEASTERN LUZON	SCOUT POT'L.	2020 SCOUT MEM. GOAL	REGISTERED SCOUTS	PROJECT OFFICER	ASST. PROJ. OFFICER
			DEC. '19		
Abra	27,720	5,909	5,381	1	0
Baguio City	35,921	7,656	8,865	1	0
Batanes	5,988	1,276	1,928	1	0
Benguet	52,966	11,290	6,017	1	0
Cagayan North-Tueguigarao	159,347	33,965	41,920	1	1
Cauayan City	18,163	3,871	4,831	1	0
Ifugao	33,617	7,165	1,592	1	0
Isabela	171,967	36,655	54,927	1	2
Kalinga-Apayao	50,873	10,844	5,031	1	0
Mountain Province	26,517	5,652	3,226	1	0
Nueva Vizcaya	60,048	12,799	28,065	1	1
Quirino	26,700	5,691	8,209	1	0
Santiago City	20,313	4,330	14,407	1	0
TOTAL	690,138	147,103	184,399	13	4

NO. OF PROJECT OFFICER AND ASSISTANT PROJECT OFFICERS PER COUNCIL
(Based on Scout Membership Goal or Dec. 2019 Registered Scouts)

	SCOUT POT'L.	2020 SCOUT MEM. GOAL	REGISTERED SCOUTS DEC. '19	PROJECT OFFICER	ASST. PROJ. OFFICER
CENTRAL LUZON					
Angeles City	58,058	12,375	5,537	1	0
Aurora	33,919	7,230	11,062	1	0
Bataan	126,250	26,910	31,180	1	1
Bulacan	429,741	91,599	164,800	1	7
Cabanatuan City	34,677	7,391	9,684	1	0
James L. Gordon	36,873	7,859	5,688	1	0
Nueva Ecija	246,996	52,647	35,937	1	2
Pampanga	285,203	60,791	36,349	1	2
Ramon Magsaysay	79,551	16,956	40,007	1	1
Tarlac	187,478	39,961	66,763	1	3
TOTAL	1,518,747	323,719	407,007	10	16

	SCOUT POT'L.	2020 SCOUT MEM. GOAL	REGISTERED SCOUTS DEC. '19	PROJECT OFFICER	ASST. PROJ. OFFICER
NATIONAL CAPITAL					
City of Mandaluyong	49,322	10,513	5,439	1	0
Kalookan City	181,165	38,615	19,582	1	1
Makati City	69,674	14,851	15,348	1	0
Manila	232,831	49,628	23,274	1	2
Metro Manila East	72,314	15,414	9,754	1	0
Metro Manila South	226,022	48,177	47,275	1	2
Metro Manila West	87,683	18,690	7,897	1	0
Navotas City	59,877	12,763	11,846	1	0
Parañaque City	73,233	15,610	8,874	1	0
Pasay City	45,239	9,643	6,789	1	0
Pasig City	102,242	21,793	19,474	1	0
Quezon City	373,633	79,640	40,812	1	3
Valenzuela City	84,130	17,932	18,188	1	0
TOTAL	1,657,365	353,269	234,552	13	8

NO. OF PROJECT OFFICER AND ASSISTANT PROJECT OFFICERS PER COUNCIL
(Based on Scout Membership Goal or Dec. 2019 Registered Scouts)

	SCOUT POT'L.	2020 SCOUT MEM. GOAL	REGISTERED SCOUTS DEC. '19	PROJECT OFFICER	ASST. PROJ. OFFICER
SOUTHERN TAGALOG					
Antipolo City	101,905	21,721	7,500	1	0
Batangas	253,982	54,136	73,039	1	3
Batangas City	45,182	9,630	16,895	1	0
Calamba City	35,715	7,613	4,384	1	0
Cavite	369,921	78,849	16,271	1	3
Cavite City	14,097	3,005	2,337	1	0
City of Santa Rosa	36,536	7,788	34,880	1	1
Laguna	230,767	49,188	49,693	1	2
Lipa City	47,457	10,115	29,711	1	1
Lucena City	33,543	7,150	5,499	1	0
Marinduque	39,029	8,319	5,789	1	0
Mindoro Occidental	74,864	15,957	3,700	1	0
Mindoro Oriental	130,469	27,810	24,690	1	1
Palawan	159,273	33,949	22,673	1	1
Quezon	263,562	56,178	50,335	1	2
Rizal	254,609	54,270	23,248	1	2
Romblon	50,856	10,840	5,489	1	0
San Pablo City	36,588	7,799	13,555	1	0
TOTAL	2,178,354	464,317	389,688	18	16

	SCOUT POT'L.	2020 SCOUT MEM. GOAL	REGISTERED SCOUTS DEC. '19	PROJECT OFFICER	ASST. PROJ. OFFICER
BICOL REGION					
Camarines Norte	89,320	19,038	204	1	0
Camarines Sur	262,062	55,859	52,053	1	2
Catanduanes	42,895	9,143	5,059	1	0
Iriga City	19,617	4,181	4,040	1	0
Legazpi City	29,032	6,188	3,287	1	0
Ligao City Associate	25,862	5,513	5,893	1	0
Masbate	162,444	34,625	7,987	1	1
Mayon (Albay)	215,741	45,985	4,478	1	2
Naga City	33,771	7,198	7,125	1	0
Sorsogon	137,489	29,306	9,522	1	1
TOTAL	1,018,233	217,036	99,648	10	6

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(Based on Scout Membership Goal or Dec. 2019 Registered Scouts)

	SCOUT POT'L.	2020 SCOUT MEM. GOAL	REGISTERED SCOUTS DEC. '19	PROJECT OFFICER	ASST. PROJ. OFFICER
WESTERN VISAYAS					
Aklan	83,828	17,868	22,302	1	0
Antique	89,816	19,144	12,614	1	0
Bacolod City	80,834	17,230	9,224	1	0
Capiz	104,785	22,335	22,558	1	0
Guimaras	59,877	12,763	21,276	1	0
Iloilo (Confesor)	299,386	63,814	62,748	1	2
Negros Occidental	239,509	51,051	57,033	1	2
TOTAL	958,034	204,205	207,755	7	4

	SCOUT POT'L.	2020 SCOUT MEM. GOAL	REGISTERED SCOUTS DEC. '19	PROJECT OFFICER	ASST. PROJ. OFFICER
EASTERN VISAYAS					
Biliran	35,926	7,658	5,477	1	0
Bohol	251,484	53,604	75,808	1	3
Calbayog City	32,932	7,020	2,774	1	0
Cebu	598,772	127,628	139,556	1	6
Eastern Samar	59,877	12,763	9,375	1	0
Leyte	266,453	56,795	70,625	1	3
Negros Oriental-Siquijor	206,576	44,032	33,874	1	1
Northern Samar	98,797	21,059	20,499	1	0
Samar	86,822	18,506	12,400	1	0
Southern Leyte	68,859	14,677	15,617	1	0
Tacloban City	29,939	6,381	4,180	1	0
TOTAL	1,736,437	370,123	390,185	11	13

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(Based on Scout Membership Goal or Dec. 2019 Registered Scouts)

	SCOUT POT'L.	2020 SCOUT MEM. GOAL	REGISTERED SCOUTS DEC. '19	PROJECT OFFICER	ASST. PROJ. OFFICER
WESTERN MINDANAO					
Basilan	43,579	9,289	2,732	1	0
Iligan City	52,184	11,123	6,162	1	0
Lanao del Norte	77,618	16,544	7,743	1	0
Lanao del Sur-Marawi City	194,236	41,401	2,732	1	1
Maguindanao-Cotabato City	140,985	30,051	7,189	1	1
McCormick-Gepigon Sulu	81,005	17,266	1,719	1	0
Misamis Occidental	68,334	14,565	10,154	1	0
Tawi-Tawi	68,066	14,508	2,416	1	0
Zamboanga City	119,657	25,505	20,714	1	1
ZanDiDap	168,010	35,811	73,262	1	3
Zam. del Sur - Pagadian City	152,088	32,418	32,531	1	1
Zamboanga-Sibugay	87,729	18,699	10,903	1	0
TOTAL	1,253,491	267,180	178,257	12	7

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(Based on Scout Membership Goal or Dec. 2019 Registered Scouts)

	SCOUT POT'L.	2020 SCOUT MEM. GOAL	REGISTERED SCOUTS DEC. '19	PROJECT OFFICER	ASST. PROJ. OFFICER
EASTERN MINDANAO					
Agusan	102,880	21,929	9,210	1	0
Agusan del Sur	105,943	22,582	1,285	1	0
Bukidnon	195,182	41,603	18,079	1	1
Cagayan de Oro City	86,503	18,438	11,869	1	0
Camiguin	12,945	2,759	1,772	1	0
Compostela Valley	98,598	21,016	3,396	1	0
Cotabato	188,225	40,120	15,287	1	1
Davao City	210,055	44,773	115,729	1	5
Davao del Norte	102,430	21,833	13,693	1	0
Davao del Sur	125,263	26,700	41,473	1	1
Davao Oriental	85,687	18,264	138	1	0
General Santos City	78,707	16,776	7,196	1	0
Misamis Oriental	133,834	28,527	48,369	1	2
Sarangani	57,619	12,281	505	1	0
Siargao	17,963	3,829	0	1	0
South Cotabato	144,139	30,723	7,314	1	1
Sultan Kudarat	101,067	21,542	11,755	1	0
Surigao del Norte	74,117	15,798	18,010	1	0
Surigao del Sur	90,352	19,258	2,591	1	0
Tagum City	35,447	7,556	10,817	1	0
TOTAL	2,046,955	436,307	338,488	20	11
				120	88

BOY SCOUTS OF THE PHILIPPINES

_____ Council

_____ Region

AFTER ACTIVITY REPORT

ACTIVITY :

DATE/S :

VENUE :

NO. OF PARTICIPANTS : ____ (Attach the list of participants)

OBJECTIVES/AIMS:

SUMMARY OF THE ACTIVITY:

OUTPUT/S OF THE ACTIVITY:

Attachments: (Depends on the activity/ies conducted)

1. Membership Goals set
2. Photos