



# Boy Scouts of the Philippines

## NATIONAL OFFICE

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

P.O. Box 1378, Manila CPO, Philippines

E-mail: bsp@scouts.org.ph

Tels.: (632) (8) 528-0555 \*

Website: www.scouts.org.ph

(632) (8) 527-5111 \* Fax: (632) (8) 528-0577



14 June 2021

### NATIONAL OFFICE MEMORANDUM

NO. 42 S. 2021

TO : **The Regional Scout Directors, Council Scout Executives/Officers-in-Charge**

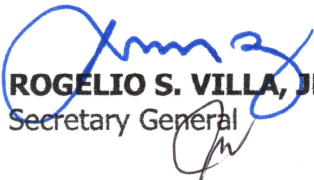
SUBJECT : **INVENTORY OF BSP REAL PROPERTIES**

1. The Boy Scouts of the Philippines (BSoP) has charted its roadmap towards Vision 2025: Foremost in Preparing the Youth to Become Agents of Change Guided by the Scout Oath and Law and has identified Finance as one of its driver perspectives for the Strategic Objective of Sustainable Revenue Streams for Financial Stability. Towards this end, BSoP is embarking on the Strategic Initiative of developing a long-term strategic plan of managing its corporate assets, a portfolio of investment properties consisting of lands, buildings, camps and shares of stocks. The strategic plan being developed is accorded an acronym "BSP CAMP" or Boy Scouts of the Philippines Corporate Asset Management Plan.
2. The BSP CAMP Initiative includes the necessary activities towards the realization of providing sustainable financial resources for use of the BSoP as an entity, both the National Office and the Local Councils. Among the activities are:
  - a. Profiling of the BSoP investment property which includes: Property identification, survey, research, exploration, development and legal documentation, identification of the current status and existing use, initial site scoping for identification of potential use and/or industry classification, such as property for development/leasing/sale, utilities (energy/water), hotel/leisure, agriculture, training/education, etc.)
  - b. Consolidation of Investment Property profile; preparation of a general picture of the BSP Corporate Asset Profile and BSP Asset Map.
  - c. Preparation of initial project pre-feasibility/viability study (business case) of each major investment property.
  - d. Presentation to the National Executive Board (NEB) for review, evaluation, and approval of initially prepared pre-feasibility studies (business case).
  - e. Financing and implementation.
3. In pursuit of the profiling activity, all Local Councils are therefore required to submit the necessary information. A form is hereto attached which captures the basic data needed. Further, a *Certified True Copy* of the following documents for those assets in your area of operations is required from your end, viz:
  - 3.1 Transfer Certificate of Title (land title) if any
  - 3.2 Deed of Sale (if applicable)
  - 3.3 Deed of Donation (if applicable)
  - 3.4 Declaration of Real Property
  - 3.5 Presidential Proclamation (if applicable)
  - 3.6 Land Survey Plan
  - 3.7 Real Estate Tax
  - 3.8 Contract of Lease or Memorandum of Agreement
  - 3.9 Other pertinent documents

Please fill-up/accomplish the enclosed two (2) separate forms of Real Property Acquisition Informational Sheets for **Land** and **Building** and return the same to the Economic Enterprise Division (EED) of the National Office along with the requested documents addressed to:

**Mr. Jeremy Jorgencio B. Ducay**  
Director, Economic Enterprise Division  
Boy Scouts of the Philippines  
181 N. Almeda-Lopez Street, Ermita  
1000 Manila

4. For immediate compliance.

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

Enclosed: as stated

cc: Office of the National President  
Director, Economic Enterprise Division  
Director, Field Operations Division  
Director, Administration Division  
Regional Scout Directors  
Office of the Commissioner on Audit-BSP Auditor  
All other concerned offices  
File

EED/JJBD/ntm

BOY SCOUTS OF THE PHILIPPINES  
NATIONAL OFFICE - MANILA

REAL PROPERTY CONFIRMATION SHEET FOR LAND

REGION :	LOCAL COUNCIL :				
	Street	Barrio	Municipality	Province / City	
1. LOCATION OF PROPERTY:					
2. LAND AREA:	Square Meters	Hectare(s)			
3. ACQUISITION:	Purchase	Donation	Memo of Agreement	Presidential Proclamation	
Property Acquired through: (Pls. indicate details)					
4. PRESENT STATUS OF PROPERTY OWNERSHIP (Pls. mark check( <input checked="" type="checkbox"/> )	TITLED <input type="checkbox"/>	T.C.T. NO.:		Issued by:	
	UNTITLED <input type="checkbox"/>	Name(s) of:		Date:	
	LEASED <input type="checkbox"/>	Lessor	Lessee	Term of Lease (No. of Years)	DATE CONTRACT EXECUTED
5. CHECK <input checked="" type="checkbox"/> WHETHER THE AREA IS:	COMMERCIAL ( <input type="checkbox"/> )	AGRICULTURAL ( <input type="checkbox"/> )	INDUSTRIAL ( <input type="checkbox"/> )	RESIDENTIAL ( <input type="checkbox"/> )	FARM ( <input type="checkbox"/> )
6. EXPLAIN HOW THE LOCAL COUNCIL/REGION UTILIZES THE PROPERTY / INTENDS TO UTILIZE THE PROPERTY	OTHERS ( <input type="checkbox"/> )				
7. DEVELOPMENT/ PROJECT PLANS: (if any)					

Date: \_\_\_\_\_

Submitted by:

\_\_\_\_\_  
Council Scout Executive/Officer-in-Charge  
(Pls. sign over printed name)

*(Signature)*



REAL PROPERTY CONFIRMATION SHEET FOR BUILDING

REGION :	LOCAL COUNCIL :					
	Street	Barrio	Municipality	Province / City		
1. LOCATION OF PROPERTY:						
2. TYPE OF BUILDING Pls. check ( <input checked="" type="checkbox"/> )	Concrete ( <input type="checkbox"/> )	Light Materials ( <input type="checkbox"/> )	Mixed Materials ( <input type="checkbox"/> )	Others ( <input type="checkbox"/> )		
3. FLOOR AREA:	Total No. of Floors: _____		Total Floor Area: _____			
4. NATURE OF USE: Pls. Check ( <input checked="" type="checkbox"/> )	Office ( <input type="checkbox"/> )	Commercial ( <input type="checkbox"/> )	Residential ( <input type="checkbox"/> )	School ( <input type="checkbox"/> )	Dormitory ( <input type="checkbox"/> )	Hotel ( <input type="checkbox"/> )
5. ACQUISITION: Property Acquired through: (Pls. indicate details)	Purchase	Donation		Memo of Agreement/ Lease Contract		
6. PRESENT STATUS OF PROPERTY OWNERSHIP (Pls. mark check( <input checked="" type="checkbox"/> )	TITLED ( <input type="checkbox"/> )	BLDG. Ownership No. ( <input type="checkbox"/> )		Issued by:		Date:
	UNTITLED ( <input type="checkbox"/> )					
	LEASED ( <input type="checkbox"/> )			Name(s) of: Lessor Lessee		Term of Lease (No. of Years)
7. EXPLAIN HOW THE LOCAL COUNCIL/REGION UTILIZES THE PROPERTY						
8. DEVELOPMENT/ PROJECT PLANS: (if any)						

Date: \_\_\_\_\_

Submitted by: \_\_\_\_\_

Council Scout Executive/Officer-in-Charge  
(Pls. sign over printed name)

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