



Boy Scouts of the Philippines

National Office

181 Natividad Almeda-Lopez Street, Ermita, 1000 Manila

PO Box 1378, Manila CPO, Philippines

Website: www.scouts.org.ph

E-mail: bsp@scouts.org.ph

(632) 528-05-55 / (632) 527-51-09 / (632) 527-83-17 to 20 / Fax: (632) 528-05-77

10 January 2023

NATIONAL OFFICE MEMORANDUM

Number

04

s. 2023

TO : National Office Directors/Regional Scout Directors/Council Scout Executives/Officers-In-Charge and all concerned

SUBJECT : PROJECT OFFICERS FOR 2023 BSP EVENTS/ACTIVITIES

1. Attached the list of Scouting Events, Activities and Observances and the Project Officers for the year 2023.
2. Project Officers shall be responsible for the preparation, implementation, monitoring and evaluation of the assigned project or task and shall submit items A-F on **15 February 2023** to the Office of the Secretary General through their respective Division Directors:
 - a. Activity design and/or master operations plan;
 - b. organization and staffing;
 - c. budgetary requirements;
 - d. timeline or schedule of task group or committee meeting;
 - e. recommendations to ensure success of the activity; and
 - f. after action report.
3. The Project Officers shall closely monitor the progress of the activity and ensure proper coordination with all concerned for technical assistance and support. National Office Directors, Regional Scout Directors, Council Scout Executives and Officers-In-Charge are hereby advised to coordinate directly with the concerned Project Officers of each activity for queries or clarifications.
4. All Divisions and Offices Staff are advised to extend assistance that may be required by the Project Officers in discharging their responsibilities.
5. For information, guidance and strict compliance of all concerned.

DIOSDADO M. SAN ANTONIO

OIC - Secretary General

Encl: A/s

2023 LIST OF ACTIVITIES/EVENTS AND PROJECT OFFICERS

| DATE | ACTIVITIES | PROJECT OFFICERS |
|-------------------|--|--|
| January 16-18 | Review of Youth Program Materials, Policies and Guidelines (Phase 1) | PARDE Yasser F. Sarona |
| January 19-27 | 32 nd APR Scout Jamboree | PO Carmelo B. Francia |
| February 02-05 | SAFE FROM HARM: Capacity-Building and NSO Policy Drafting | |
| February 02-08 | 24 th International Adventure Program | PO Carmelo B. Francia |
| February 15-17 | Review of Youth Program Materials, Policies and Guidelines (Phase 2) | PARDE Yasser F. Sarona |
| February 22-25 | APR Workshop on Crisis Communication and Reputation Management | PO Carmelo B. Francia |
| March 01-31 | Fire Prevention Month | AA Patrick John S. Laxamana |
| March 01-31 | National Women's Month Celebration | HRMO Frederick E. Bonifacio |
| March 07-10 | SWA Discovery Workshop for IR, NELR & CLR | SGGC Sophia U. Castillo |
| March 08 | Kick-Off Program for Women's Month Celebration | HRMO Frederick E. Bonifacio |
| | Seminar on Magna Carta on Women (Virtual) | |
| March 17 | BSP Policy Review in Compliance to Gender-Responsiveness | |
| March 23 | Seminar on Gender Sensitivity Training (SOGIESC) | HRMO Frederick E. Bonifacio |
| March 24-26 | National Youth Program Workshop (YP Updates) | PARDE Yasser F. Sarona |
| March 27 | Fire Safety Seminar and Fire Drill | AA Patrick John S. Laxamana |
| April 09 | Araw ng Kagitingan | FSE Zeon L. Valdez |
| April 14-16 | National Scout Youth Forum (Luzon/Visayas/Mindanao) | PARDE Yasser F. Sarona |
| April 18-19 | GAD Capacity Building Training for BSP Trainors (Virtual) | HRMO Frederick E. Bonifacio |
| April 25-28 | SWA Discovery Workshop for NCR/STR/BR | SGGC Sophia U. Castillo |
| May 10-12 | 66 th Annual National Council Meeting | Dir. Sofronio D. Hontanosas AFSE Ma. Lea F. Olleres |
| | - Lorillard Spencer Trophy Award | AFSE Ma. Lea F. Olleres |
| | - National Court of Honor | PARDE Yasser F. Sarona AS Janne Mari D. Asuncion |
| | - General Election of 4 Regular Members of the NEB | RSD Manuel G. Isidoro III |
| | - Outstanding Scoutmaster, Council Chairpersons/Commissioners and Regional Chairperson | PARDE Yasser F. Sarona |
| May 15-17 | Rover Congress (NSYF for Rover Scouts) | PARDE Yasser F. Sarona |
| May 23-26 | SWA Discovery Workshop for Mindanao | SGGC Sophia U. Castillo |
| June 05 | World Environmental Day Celebration | PO Carmelo B. Francia |
| June 12 | Independence Day Celebration | FSE Zeon L. Valdez |
| June 16 | BSP Policy Review in Compliance to Gender-Responsiveness | PRO Ma. Elaine H. Pare |
| June 20-23 | SWA Discovery Workshop for Visayas | SGGC Sophia U. Castillo |
| July 03 | Disaster Preparedness and Earthquake Drill | AA Parick John S. Laxamana |
| July 12-13 | National Mid-Year Performance Review | AA Arvina S. Vinuya |
| July 27 – Aug. 08 | KANDER 100 | PO Carmelo B. Francia |

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| July 27-28 | Scout Memorial Day (Holy Mass, Program and Camping) | PO Carmelo B. Francia |
| August 01 | International Scarf Day | PO Carmelo B. Francia |
| August 01-12 | 25 th World Scout Jamboree | PO Carmelo B. Francia |
| September 05-06 | GFPS Capacity Building Training – Use of HGDG | HRMO Frederick E. Bonifacio |
| September 12-13 | GFPS GAD Planning and Budgeting | HRMO Frederick E. Bonifacio |
| September 15 | BSP Policy Review in Compliance to Gender Responsiveness | PRO Ma. Elaine H. Pare |
| September 16 | International Coastal Clean-up | Ms. Sophia U. Castillo |
| September 20-23 | 2023 MOP Camp | PO Carmelo B. Francia |
| October 01 | Scouting Month (Kick-off Ceremony) | FSE Zeon L. Valdez |
| October 20-22 | 66 th Jamboree-On-The Air (JOTA) & 27 th Jamboree-On-The-Internet (JOTI) | PO Carmelo B. Francia |
| October 23-28 | National Search for the Ten Outstanding Boy Scouts of the Philippines | PO Carmelo B. Francia |
| October 31 | BSP Charter Anniversary Celebration | FSE Zeon L. Valdez |
| November 06-09 | MOP Camp (SDG Summit/Start-Up/ Awarding) | PO Carmelo B. Francia |
| November 13-14 | National Yearend Performance Review | AA Arvina S. Vinuya |
| November 22-24 | 62 nd Annual National Scout Executives Conference (ANSEC). | Dir. Sofronio D. Hontanosas AFSE Ma. Lea F. Olleres |
| November 24 | Kick-Off Ceremony 18-Days Campaign to End Violence Against Women (VAW) | HRMO Frederick E. Bonifacio |
| Nov. 25 – Dec. 12 | 18-Days Campaign to End Violence Against Women (VAW) | HRMO Frederick E. Bonifacio |
| December 02 | Seminar on RA 11313, Safe Space Act | HRMO Frederick E. Bonifacio |
| December 07 | BSP Policy Review in Compliance to Gender-Responsiveness | PRO Ma. Elaine H. Pare |
| December 09 | Seminar on Cybercrime Prevention Act | HRMO Frederick E. Bonifacio |
| December 11-17 | 18 th National Scout Jamboree | PARDE Yasser F. Sarona |
| December 20-21 | 2023 National Yearend Employees General Assembly & 4 th Quarter Fellowship | HRMO Frederick E. Bonifacio |