



Boy Scouts of the Philippines

National Office

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06 November 2023

NATIONAL OFFICE MEMORANDUM

Number 68 series of 2023

TO : Regional Scout Directors

SUBJECT : 2023 Regional Year-End Performance Review (RYEPR)

Pursuant to the NEB-approved Performance Evaluation Scorecard (PES) for 2023 and, consistent with the last stage of the Strategic Performance Management System (SPMS) Cycle of BSP, all Division Chiefs (Youth Development Officer V) of Regional Coordination Offices are required to conduct the 2023 Regional Year-End Performance Review (RYEPR) from 13 November 2023 to 07 December 2023 to review the accomplishments of Local Council Scout Executives in their region vis-à-vis their agreed Individual Performance Commitment and Review (IPCR) and the Division Performance Commitment and Review (DPCR) of the Regional Offices in accordance with the success indicators as outlined in the 2022 PES. To save on cost of expenses, the RYEPR may be conducted by the respective YDO V at Passi City, Iloilo, before the Annual Council Scout Executives Conference upon prior coordination with the Iloilo (Confessor) Council for food and accommodation requirements.

The RYEPR aims for active participation of women and men who are Local Council Scout Executives in the BSP to:

1. Review the 3rd and 4th quarter accomplishments of LC Scout Executives and RO staff vis-à-vis DPCR of the Regional Offices; and
2. Prepare recommendations to resolve issues that affect the membership recruitment and participation of girls, boys, women, and men in the implementation of the Program for the Senior Scout and Rover Scout sections.

The consolidated third and fourth Quarter Accomplishment Reports of Local Council Scout Executives vis-à-vis their IPCR and the accomplished DPCR of the RSDs must be submitted in soft copy using the attached PES Monitoring Form to the HRMO not later than **Friday, 08 December 2023** attention: Arvina S. Vinuya @ bsp181hrmo@gmail.com for consolidation.

For information, guidance and compliance.


DIOSDADO M. SAN ANTONIO

Officer-In-Charge

Office of the Secretary General

Cc: Office of the National President
Office of the Secretary General
Division Chiefs/Head of Offices
Central Records
File

Attachment: Approved 2023 RYEPR Activity Design
PES Quarterly Monitoring Report

AD.SDH/feb

BOY SCOUTS OF THE PHILIPPINES
National Office • Manila

2023 REGIONAL YEAR-END PERFORMANCE REVIEW

RO : _____

Venue : _____

Date : _____

GENERAL PROGRAM OF ACTIVITIES

		DAY 1	DAY 2
TIME			
OD			
ATTIRE		<i>Smart Casual</i>	<i>Smart Casual</i>
0800H	<ul style="list-style-type: none"> • Arrival and settle in • Opening Program • Presentation of LC Quarterly Accomplishment Reports (3rd and 4th Quarter of 2022) (20 mins. per LC) 	<ul style="list-style-type: none"> • Sharing of Local Council challenges, innovative strategies and best practices in: <ul style="list-style-type: none"> -LC Administration and Finance -Youth Program Implementation -Training of Unit Leaders -Training of Leaders of Adults -Training of Trainers -Better World Framework 	
0900H			
1000H			
1100H			
1200H			
1300H	Continuation... <ul style="list-style-type: none"> • Presentation of Local Council Quarterly Accomplishment Reports (3rd and 4th Quarter of 2022) (20 mins. per LC) 	<ul style="list-style-type: none"> • Program and AIS Training Review: Issues that affected LC implementation of YP and Training of Adults In Scouting • Closing Program 	
1400H			
1500H			
1600H			
1700H			

BOY SCOUTS OF THE PHILIPPINES

National Office, Manila

ACTIVITY DESIGN

TITLE OF THE EVENT : 2023 REGIONAL YEAR-END PERFORMANCE REVIEW (RYEPR)
IMPLEMENTING GROUP : Administration Division and Regional Offices
DATE : November 3-9, 2023

RATIONALE

The Regional Year-End Performance Review (RYEPR) is part of the NEB-Approved Programs, Projects and Activities (PPAs) for calendar year 2023.

The RYEPR is a two-day activity aligned with the last stage of the Strategic Performance Management System (SPMS) Cycle of BSP. Women and men officials and employees in the regional offices and the Local Councils shall gather to review and evaluate the accomplishments of the Local Councils (LCs) vis-a-vis their Individual Performance Commitment and Review (IPCR) and the Division Performance Commitment and Review (DPCR) of the ROs in accordance with the success indicators outlined in the BSP Performance Evaluation Scorecard (PES).

All Local Councils are the provider of frontline services of the BSP. It is imperative therefore that the various initiatives indicated in the Performance Evaluation Scorecard for 2023 which are implemented by the ROs and the LCs contribute to the achievement of the targets set forth in the PES for 2023.

Among the topics for discussion and which shall be given priority for inclusion in the PES for 2024 are the challenges and innovative strategies in the new normal (Post COVID-19 Pandemic), best practices of Local Councils in the administration of PPAs, recruitment and active participation of Unit Leaders and girl members enrolled in the Program of Senior Scouting (SS) and Rover Scouting (RS), Unit Leader and Trainers training and conferences.

DATE, VENUE AND PARTICIPANTS

The 2-day RYEPR shall be conducted on any day from 3 to 9 November 2023 by the Regional Offices, participated RO staff and Local Council Scout Executives.

AIMS AND OBJECTIVES

The activity aims for active participation of women and men who are Local Council Scout Executives in the BSP to:

1. Review the 3rd and 4th quarter accomplishments based on the IPCRs of RO staff and Local Council Scout Executives vis-a-vis the DPCR of the Regional Offices;

METHODOLOGY

The conduct of the Regional Mid-Year Performance Review shall be conducted through plenary and break out group sessions participated by all Local Council Scout Executives through face-to-face meeting. Minimum health standards and safety protocols shall be observed at all times. Regional Offices will be provided budgetary support by NO at Php2,400.00 per Local Council as subsidy to implement the two-day Regional Midyear Performance Review. The output of the review shall be consolidated and submitted by RO to NO not later than Friday, 10 November 2023 in hard and soft copies.

- a. ROs shall use the PES Monitoring Report -Quarterly Target Form (attached herewith) indicating the 3rd and 4th Quarter accomplishment of the DPCR.

EXPECTED OUTPUT

At the end of the activities, the women and men executives in the Local Councils and the Regional Office staff shall have:

1. Reviewed and presented their accomplished performance vis-a-via their IPCRs consistent with the BSP PES for 2023; and
2. Consolidated the accomplishment of the RO vis-a-vis its approved DPCR.
3. Discussed and recommended solutions on issues that affect Scout membership and the participation of girls, women, and the LGBTQ+ community in the Scout Program; and
4. Finalized the 2024 PPAs and the 2024 Project Procurement Management Plan of the RO.

BUDGET

Food and accommodation requirements of the participants at the venue of the RMYPR shall be provided with subsidy by the National Office through the GAD Plan and Budget for 2023 in the amount of ***P2,400.00 per LCSE** to cover meals, supplies and materials. It is recommended that the RMYPR shall be conducted within the Regional Office/Camp Facility to minimize cost of accommodation and supplies. Attendance to the RMYPR shall be Official Business. Authorized travel expenses shall be chargeable against local funds subject to usual audit requirements.

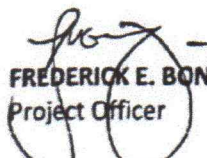
Each RO is provided a subsidy for the procurement of meals and supplies for the conduct of the RYEPR, viz:

RO	Number of LCs		Subsidy
1. Ilocos Region	6 LCs	=	P 14,400.00
2. Northeastern Luzon Region	13 LCs	=	31,200.00
3. Central Luzon Region	10 LCs	=	24,000.00
4. National Capital Region	16 LCs	=	38,400.00
5. Southern Tagalog Region	18 LCs	=	43,200.00
6. Bicol Region	10 LCs	=	24,000.00
7. Eastern Visayas Region	12 LCs	=	28,800.00
8. Western Visayas Region	7 LCs	=	16,800.00
9. Eastern Mindanao Region	21 LCs	=	50,400.00
10. Western Mindanao Region	12 LCs	=	28,800.00
TOTAL BUDGET FOR NMYPR			= P 300,000.00


ATTACHMENTS:

1. Annex A – General Program of Activities
2. Annex B - List of Participants

Prepared by:



FREDERICK E. BONIFACIO
Project Officer

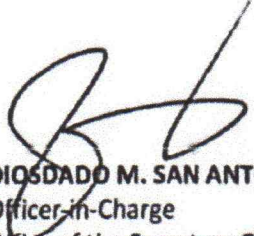
Funds Available:


ERMIN R. DELIM
Acting Budget Officer

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Recommending Approval:


FLORENCIO B. SANTINYAO
Director for Administration


DIOSDADO M. SAN ANTONIO
Officer-in-Charge
Office of the Secretary General

Approved by:


DALE E. CORVERA
National President

*P1,200/day/person (CSE) @ 2 days = P2,400