



Boy Scouts of the Philippines

BAGUIO CITY COUNCIL

28 Governor Pack Road
Baguio City, Benguet 2600 Philippines
e-mail: boyscoutsbaguio@yahoo.com
Tel. No. (074) 246 - 0217

15 January 2019

COUNCIL MEMORANDUM
NUMBER **01** s. 2019

SUBMISSION OF RECOMMENDATIONS FOR THE 2019 NATIONAL LOWER AWARDS

1. All concerned are hereby enjoined to submit recommendations/nominations for National Lower Awards for Scouters and Laymen for distinguished and meritorious services rendered in 2018 and/or earlier.
2. All Districts/Institutions are enjoined to submit their recommendation **on or before Wednesday, 30 January 2019**. All recommendations received after the deadline will be considered for the next award year.
3. Hereunder are the rules and guidelines in the submission of recommendations, to wit:
 - a. The number of awardees from the institution shall be based on membership performance (quota/allocation) against Scout Potential.
 - b. In all grades and categories, a prescribed time interval of two (2) years between awards shall be strictly observed. All recommendations shall be submitted to the Council Office in duplicate copies in a prescribed form duly endorsed by the School Coordinator and approved by the Institutional Head/Administrator.
 - c. The fixed quota for each District/Institution shall be strictly followed to give meaning to the awards that will be presented. Where the number of nominees exceeds the quota, the order of priority shall be considered based on the order of listing.
4. The achievements for the different awards, which were earlier granted and credited must not be cited anymore.
5. Recommendations for the Bronze Service Award should be a graduate of the Basic Training Course (BTC), has two (2) years experience as a Unit Leader/Assistant Unit Leader and has attended at least Council Scouting activities. Please attached a photocopy of 2017 & 2018 BSP membership registration form, BTC Certificate of Participation and Certificates of scouting activities attended/participated.

Recommendations for the Silver Service Award to Gold Medal of Merit Award should submit a photocopy of 2018 BSP Membership Application Form and Certificate of the latest Award received.
6. Please fill up properly the needed data in the attached official recommendation form for easier processing.
7. For information, guidance and widest dissemination.


RAMONE E. JACINTO
Council Scout Executive

To: School Administrators
Teacher's In-Charge
Elementary & Secondary Teachers & Coordinators
(Private & Public)

FOR YOUR INFORMATION AND
APPROPRIATE ACTION


FÉDERICO P. MARTIN, Ed.D., CEEd., CESO V
Schools Division Superintendent
Council Scout Commissioner

COUNCIL/DISTRICT/INSTITUTIONS DISSEMINATION (TO ALL CONCERNED)

RECOMMENDED FOR _____		AWARD			
RECOMMENDEES	Date Registered	Date of Basic Training Course	Scouting Position	Last Award Received/Date	SPECIFIC ACHIEVEMENTS

Recommended by:

Approved by:

 Institutional Coordinator
 (Signature Over Printed Name)

 Institutional Head
 (Signature Over Printed Name)