



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF EDUCATION  
REGION XI  
DIVISION OF TAGUM CITY



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**Division Memorandum**

No. 116, s. 2019

TO : **All Public Elementary & Secondary School Heads**

FROM : Office of the Schools Division Superintendent

SUBJECT : **2019 Search for the Most Outstanding Council Scout Commissioner**

DATE : 29 January 2019

Herewith is National Office Memorandum Number 07, s. 2019 from Rogelio S. Villa, Jr., Secretary General, Boy Scouts of the Philippines which announces the conduct of the *2019 Search for the Most Outstanding Council Scout Commissioner*.

In this regard, all Council Scout Commissioners who possess sterling qualities of leadership are hereby encouraged to join in the said search.

Details of the undertaking including the timetable and nomination requirements are contained in the enclosures.

For information and guidance.

**NELSON C. LOPEZ, CESO VI**  
Schools Division Superintendent

*Enc1:/As stated*

DEPARTMENT OF EDUCATION DIVISION OF TAGUM CITY RECORDS SECTION
<b>RELEASED</b>
By: <u>MM</u>
Date: <u>JAN 28 2019</u> Time: <u>2:55</u>
Remarks: <u>Disseminated 116-19-1</u>



# Boy Scouts of the Philippines

## National Office

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25 January 2019

### NATIONAL OFFICE MEMORANDUM

Number 07 s. 2019

TO : Regional Scout Directors, Council Scout Executives and Officers-In-Charge

SUBJECT : **2019 SEARCH FOR THE MOST OUTSTANDING COUNCIL SCOUT COMMISSIONER**

1. The Boy Scouts of the Philippines announces the 2019 Search for the Most Outstanding Council Scout Commissioner. This search is open to all Council Scout Commissioners whose sterling qualities of leadership in the management of all Adults in Scouting contributed immeasurably in the development of highly motivated and trained Unit Leaders in the Council for the year 2018.
  
3. The selection process will be at the Regional and National levels and, will be done as follows:
  - a. All Local Councils shall submit their nomination together with all the supporting documents to the Regional Office. The Regional Office shall then organize their Regional Selection Committee to evaluate nominations submitted by the Local Councils. It is expected that the number of nominees is the total number of Local Councils in each Region. The Regional Office must submit then winners to the BSP National Office not later than **8 March 2019**.
  
  - b. The Selection Committee at the Regional level shall be composed of the following:
 

Chairman	-	Regional Scout Commissioner
Vice Chairman	-	Regional Director, DepEd
Members	-	Regional Training Commissioner
		Regional Program Commissioner
Secretary	-	Regional Scout Director
  
  - c. The timetable for the Selection of the Most Outstanding Council Scout Commissioner shall be strictly observed as follows:
 

14 February	-	Deadline for submission of nominations using the official form from Council Office to the Regional Office.
26 February	-	Regional Level screening and selection.
08 March	-	Deadline for submission of Regional winners in official Nomination form and accompanying documents to National Office.
20-22 March	-	Review, Evaluation of documents by the BSP, Technical Working Group.
20 April	-	Declaration of winners by the National Board of Judges (NBJ). The decision of the National Board of Judges is final.
May 2019	-	Awarding of winners in Camarines Sur Water Sports Complex, Camarines Sur during the conduct of the 63 <sup>rd</sup> ANCM.

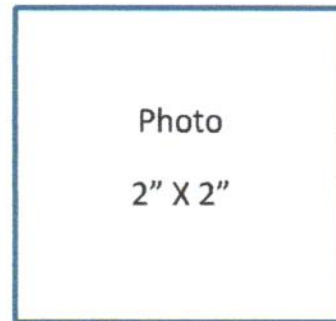
4. Please be reminded that only the standard official Nomination Form shall be accepted.
5. For information, guidance and compliance.

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

Encls.: Nomination Form  
Rating Standard Criteria/Guidelines  
Individual Rating Sheet  
Summary Tally Sheet

RSV/SDH/wcm

BOY SCOUTS OF THE PHILIPPINES  
NATIONAL OFFICE  
Manila



NOMINATION FORM  
2019 MOST OUTSTANDING COUNCIL  
SCOUT COMMISSIONER

\_\_\_\_\_ Council \_\_\_\_\_ Region

NAME: \_\_\_\_\_ NICKNAME: \_\_\_\_\_  
Surname First Name Middle Name

Home Address: \_\_\_\_\_

Tel. No. \_\_\_\_\_ Email: \_\_\_\_\_ CP No. \_\_\_\_\_

Office Address: \_\_\_\_\_ Tel. No. \_\_\_\_\_  
\_\_\_\_\_

Birthdate: \_\_\_\_\_ Birthplace: \_\_\_\_\_ Age: \_\_\_\_\_

Occupation: \_\_\_\_\_ Civil Status: \_\_\_\_\_

Position in Scouting: \_\_\_\_\_ Tenure in Scouting: \_\_\_\_\_

**CERTIFICATION:**

I HEREBY CERTIFY under the penalty of perjury that the information on this form are true and correct.

Nominated by:

\_\_\_\_\_  
Signature Over Printed Name  
(Any of the officer/member of the LCEB)

\_\_\_\_\_  
Nominee's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

Endorsed by:

\_\_\_\_\_  
Council Scout Executive/OIC

\_\_\_\_\_  
Council Chairperson

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**BOY SCOUTS OF THE PHILIPPINES**  
**2019 SEARCH FOR THE MOST OUTSTANDING COUNCIL SCOUT COMMISSIONER**

**RATING STANDARD CRITERIA/GUIDELINES**

- I. **PERFORMANCE (40%)** – Based on the Performance Evaluation Appraisal as stipulated on the Job Description of the Adult in Scouting Policy (AIS), the performance of the Council Scout Commissioner shall be reviewed and rated by the Regional Scout Commissioner.
- II. **EVENTS AND ACTIVITIES PARTICIPATED AND CONDUCTED AS PLANNED (30%)** - Participation To International, National, Regional /Council Scouting activities/events and attendance to Council Executive Board and Regional Meetings. *(Certified true copy of Certificates and any proof of participation and attendance must be attached to this form).*
- A. **ACTIVITIES:**
- |   |    |
|---|----|
| International <i>(Maximum of 1 point)</i> | 1% |
| National <i>(Maximum of 2 points)</i>     | 2% |
| Regional <i>(Maximum of 3 points)</i>     | 3% |
| Local <i>(Maximum of 4 points)</i>        | 4% |
- B. **MEETINGS: (1 point for every meeting)**  
*(Please indicate venue/date of meeting)*
- |  |     |
|--|-----|
| - Attendance to LCEB/Excom – 1 pt/meeting (maximum of 10)  | 10% |
| - Rescom-1 pt/meeting (4)  | 4%  |
| - Key 3 – 1 pt/meeting (2)   | 2%  |
| - Attendance to Planning and Management meetings<br>w/ Council/District Comsr Staff 1 pt/meeting (2) | 2%  |
| - Annual Council Meeting (ACM) (2 pts.)  | 2%  |
- III. **AWARDS AND RECOGNITION (20%)** - Recipient of National, Regional and Local Awards from Scouting. *(Certified true copy and pictures of Awards citation must be attached to this form).*
- A. **SCOUTING (10%)**
- |                        |     |
|------------------------|-----|
| Gold Tamaraw/Tanglaw   | 10% |
| Silver Tamaraw         | 9%  |
| Bronze Tamaraw         | 8%  |
| Gold Usa               | 7%  |
| Silver Usa             | 6%  |
| Bronze Usa             | 5%  |
| GMM/GSA                | 4%  |
| SMM/SSA                | 3%  |
| BMM/BSA                | 2%  |
| Plaque of Appreciation | 1%  |
- B. **SKILLS (10%)**
- |                                       |      |
|---------------------------------------|------|
| Course for Managers of Training (CMT) | 10%  |
| Course for Managers of Learning (CML) | 7.5% |
| Advance Training Course (ATC)         | 5%   |
| Basic Training Course (BTC)           | 3%   |
- IV. **TENURE (10%)** – Must have served for at least two (2) years as Local Council Scout Commissioner.

**BOY SCOUTS OF THE PHILIPPINES**

National Office

Manila

**2019 MOST OUTSTANDING COUNCIL SCOUT COMMISSIONER**

**RATING SHEET**

(Per Judge)

Candidate: \_\_\_\_\_ Council: \_\_\_\_\_ Region \_\_\_\_\_

- I. **PERFORMANCE (40%)** – Based on the stipulated Job Description in the Adult In Scouting Policy (AIS), the performance of the Council Scout Commissioner shall be reviewed and rated by the Regional Scout Commissioner using the instrument below as follows:

ACHIEVEMENTS		1	2	3	4	5
1.	Maintained a working Commissioner Staff through recommendation of members for appointment by the Executive Board.					
2.	Supervised the work of the Commissioners staff.					
3.	Ensured that members of the Commissioners staff undertake relevant Scouting training.					
4.	Appraised the Council Executive Board and its Standing Committees on the progress of Scouting in the Council.					
5.	Helped disseminate Council policies and plans.					
6.	Helped implement Council plans.					
7.	Advised and worked closely with the Council Scout Executive in his area of operation.					
8.	Ensured that the benefits of the Scouting program reached as many young people in the Council as possible.					

\_\_\_\_\_  
Regional Scout Commissioner (Rater)

\_\_\_\_\_  
Signature (Ratee)

Legend:					
5	=	Very Satisfactory	33-40	=	Very Satisfactory
4	=	Satisfactory	25-32	=	Satisfactory
3	=	Average	17-24	=	Average
Below 3	=	Needs Help	9-16	=	Needs Help
			Below 9	=	Assign to another position

CRITERIA	RATING	REMARKS
<b>II. EVENTS AND ACTIVITIES PARTICIPATED AND CONDUCTED AS PLANNED (30%)</b>		
A. Activities: International - 1% National - 2% Regional - 3% Local - 4% B. Meetings: -Attendance to LCEB/Excom - 1pt/mtng . (maximum of 10) - 10% -Rescom - 1 pt/mtng (4) - 4% -Key 3 - 1 pt/mtng (2) - 2% -Attendance to Planning and Management mtngs w/ Council/District Commissioner Staff 1 t/mtng (2) - 2% -Annual Council Meeting (ACM) (2pts.) - 2%		

<b>III. AWARDS AND RECOGNITIONS (20%)</b>		
A. Scouting ( 10%)		
Gold Tamaraw/Tanglaw -10%		
Silver Tamaraw - 9%		
Bronze Tamaraw - 8%		
Gold Usa - 7%		
Silver Usa - 6%		
Bronze Usa -5%		
GMM/GSA - 4%		
SMM/SSA -3%		
BMM/BSA - 2%		
Plaque of Appreciation – 1%		
B. Skills (10%)		
Course for Managers of Training (CMT) - 10%		
Course for Managers of Learning (CML) – 7.5%		
Advance Training Course (ATC) – 5%		
Basic Training Course (BTC) - 3%		
<b>IV. TENURE (10)</b>		

\_\_\_\_\_  
Rater's printed name and Signature

\_\_\_\_\_  
Position

\_\_\_\_\_  
Date

**BOY SCOUTS OF THE PHILIPPINES  
2019 SEARCH FOR THE MOST OUTSTANDING COUNCIL SCOUT COMMISSIONER**

**TALLY SHEET  
OVERALL RANKING OF COUNCIL SCOUT COMMISSIONER NOMINEES**

NAME	COUNCIL	C R I T E R I A				Overall Ranking	
		I	II	III	IV	Total Weighted Score	RANK

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

\_\_\_\_\_  
Chairperson

Attested by:

\_\_\_\_\_  
Regional Scout Director

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