

[DECS ORDER NO. 59 S. 1999, June 01, 1999]

**COLLECTION AND REMITTANCE OF BOY AND GIRL SCOUTS
MEMBERSHIP FEES AND RELATED CONTRIBUTIONS**

1. Reports have reached this office that schools and/or Unit/Troop Leaders are collecting the boy/girl scout membership fees during enrolment period. Some of these Schools/Unit/Troop Leaders, however, remit these fees at the end of the school year, instead of remitting them in time for the Unit/Troop Re-Registration. In some cases, these collections are lost, misplaced or misused due to the length of time it is kept unremitted.
2. To avoid requiring Schools/Unit/Troop Leaders to pay the insurance claims/benefits of paying members due to late or non-remittance of membership fees to the BSP/GSP Headquarters, hereunder are the proper procedures for the handling of said fees and the orderly registration of troops/units:
 - a. The BSP/GSP Unit/Troop Leader shall collect the membership fee of P25.00 each from the boys/girls during the enrollment period and remit the whole amount not later than five days after collection to the BSP/GSP local Council Office.
 - b. The BSP/GSP local Council Office shall issue the official receipt to the Troop/School and the corresponding number of membership cards to the registered members.
 - c. The membership card shall serve as the official receipt of the individual paying member.
3. Everyone is enjoined to ensure that all BSP/GSP membership fees and other Boy/Girl Scouting related contributions are remitted within the time frame indicated above to the BSP/GSP local Council office concerned.
4. This Order rescinds previous issuances on this subject.
5. Dissemination of the contents of this Order to all concerned is desired.

Adopted: 01 June 1999

(SGD.) ANDREW GONZALEZ, FSC
Secretary
