



Republic of the Philippines
Department of Education

NATIONAL CAPITAL REGION

SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

JUN 18 2025

MEMORANDUM
No. 283, s. 2025

**OBSERVANCE OF FLAG RAISING AND FLAG LOWERING CEREMONIES AND
PROPER SEQUENCE IN SCOUTING CEREMONIES INVOLVING THE SINGING
OF THE PHILIPPINE NATIONAL ANTHEM**

To: OIC-Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum Implementation Division
OIC-Chief Education Supervisor, School Governance and Operations Division
Public Elementary and Secondary School Principals / OICs
All Others Concerned

1. Attached is Boy Scout of the Philippines National Office Memorandum No. 52, s. 2025, dated May 23, 2025, on the above-captioned title, the contents of which are self-explanatory, for the information and guidance of all concerned.
2. Immediate and wide dissemination of this Memorandum is desired.


VIOLETA M. GONZALES

Asst. Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

Encl.: As stated

References: As stated

To be indicated in the Perpetual Index
Under the following subjects:

SAFETY EDUCATION COMMUNICATIONS

ELK/DM/OBSERVANCE OF FLAG RAISING AND FLAG LOWERING CEREMONIES AND PROPER SEQUENCE IN SCOUTING
CEREMONIES INVOLVING THE SINGING OF THE PHILIPPINE NATIONAL ANTHEM

283 /June 16, 2025

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283



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"Laging Handa"

NATIONAL OFFICE MEMORANDUM

No. **52** series of 2025

TO : **NATIONAL OFFICE STAFF
REGIONAL YOUTH DEVELOPMENT OFFICERS
COUNCIL SCOUT EXECUTIVES AND OFFICERS-IN-CHARGE
ALL CONCERNED**

SUBJECT : **OBSERVANCE OF FLAG RAISING AND FLAG LOWERING CEREMONIES
AND PROPER SEQUENCE IN SCOUTING CEREMONIES INVOLVING THE
SINGING OF THE PHILIPPINE NATIONAL ANTHEM**



1. Pursuant to Section 18 of Republic Act (RA) No. 8491, otherwise known as the Flag and Heraldic Code of the Philippines, all government offices are required to participate in Flag Raising Ceremonies every Monday morning and Flag Lowering Ceremonies every Friday afternoon.
2. Civil Service Commission Memorandum Circular No. 19, s. 2012, further provides that the Flag Raising Ceremony shall be held every Monday or the next working day if Monday is declared a holiday and the Flag Lowering Ceremony shall be held every Friday or on the last working day of each week.
3. Department of Education (DepEd) Order No. 50, s. 2015, provides for the proper sequence in official DepEd Programs involving the singing of the Philippine National Anthem, which includes schools where most Scouting units are situated.
4. Consistent with National Historical Commission of the Philippines (NHCP) Resolution No. 10, s. 2017, Section 43 of the Implementing Rules and Regulations of RA No. 8491, provides that "the National Anthem precedes the invocation during the flag raising ceremony and related program. This is non-obligatory for private institutions and schools, especially sectarian/religious learning institutions, in which case invocation may be done prior to the singing of the National Anthem."
5. In order to ensure alignment with the above-mentioned issuances, the following guidelines are prescribed for the observance of flag raising and flag lowering ceremonies and proper sequence in Scouting ceremonies involving the singing of the Philippine National Anthem:

a. Flag Raising Ceremonies.

- i. All employees of the National Office, Regional Coordination Offices and Local Councils are required to attend Flag Raising Ceremonies every Monday with the following sequence:
 - Singing of *Lupang Hinirang*;
 - Interfaith Prayers
 - Recitation of *Panunumpa sa Watawat ng Pilipinas*;
 - Recitation of *Pangako at Batas ng Scout*; and
 - Recitation of *Panunumpa ng Lingkod Bayan*.

- ii. The flag shall be raised in strict compliance with Section 21 of RA No. 8491, which provides:

"Section 21. During the flag-raising ceremony, the assembly shall stand in formation facing the flag. At the moment the first note of the anthem is heard, everyone in the premises shall come to attention; moving vehicles shall stop. All persons present shall place their right palms over their chests, those with hats shall uncover; while those in military, scouting, security guard, and citizens military training uniforms shall give the salute prescribed by their regulations, which salute shall be completed upon the last note of the anthem.

The assembly shall sing the Philippine national anthem, accompanied by a band, if available, and at the first note, the flag shall be raised briskly.

The same procedure shall be observed when the flag is passing in review or in parade."

b. Opening Ceremonies for Official Scouting Activities, Trainings, and Activities

- i. The same sequence shall be followed for the Opening Ceremonies of all official Scouting activities, trainings and observances, except for the recitation of the *Panunumpa ng Lingkod Bayan*. The Senior Scout Code may be recited for activities of Senior Scouts.
- ii. For Scouting activities, training and observances in private schools or "faith-based" institutions, the observance of the sequence is not mandatory, in which case, the invocation may be done prior to the singing of the National Anthem.
- iii. For Scouting training courses, the same sequence shall be followed every day of the course when daily flag raising ceremonies are practical.
- iv. For other Scouting activities and events spanning more than one day and where the flag is not hoisted on a pole, the sequence shall be followed only for the first day while nationalistic songs may be played for the succeeding days.

c. Flag Lowering Ceremonies

- i. Consistent with Section 18 of RA No. 8491, all employees of the National Office, Regional Coordination Offices and Local Councils are required to observe Flag Lowering Ceremonies every Friday afternoon. The ceremony shall be simple and dignified and shall include the playing or singing of the Philippine National Anthem.
- ii. The flag shall be lowered in strict compliance with Section 22 of the same law, which provides:

"Section 22. During the flag lowering, the flag shall be lowered solemnly and slowly so that the flag shall be down the mast at the sound of the last note of the anthem. Those in the assembly shall observe the same deportment or shall observe the same behavior as for the flag-raising ceremony."

6. This Memorandum shall take effect immediately. All previous issuances which are inconsistent herewith are hereby repealed, rescinded or modified accordingly.
7. All Regional Youth Development Officers are directed to disseminate this information within their respective jurisdiction.
8. For information, guidance and compliance.


KIM ROBERT C. DE LEON
Director IV (Secretary General)