



Republic of the Philippines
PROVINCE OF NUEVA VIZCAYA
BAYOMBONG



**PROVINCIAL ENVIRONMENT AWARENESS AND EDUCATION TEAM
(PEAET)**

August 14, 2023

DR. JOHN OCTAVIOUS S. PALINA
President, Saint Mary's University (SMU)
This Province

Sir:

PENARO

RELEASED BY: Eh
DATE: 8/15/23
TIME: 8:40
REF. NO.: 3091

Warm Environmental Greetings!!!

The Provincial Environment Awareness and Education Team (PEAET) is set to convene its 2nd Meeting on August 18, 2023 @ 9:00 AM to be held at Pabalubong Center, Magsaysay, Bayombong, Nueva Vizcaya.

Anent this, may we request you or your permanent representative to attend the said meeting to discuss the following agenda to wit:

1. Discussion of the mechanics for the proposed contested activities for Environmental Awareness November Month Celebration;
2. Other matters.

For any queries, kindly contact For. Tracy Ann A. Martin @ cellphone number and 0965-169-7145 or email us at envidivisionenro@gmail.com

We highly appreciate your continuous support as our partners in this noble endeavor.

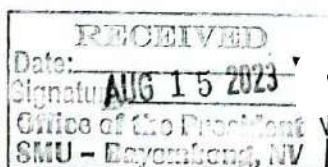
Very truly yours,

x Permanent rep: Dr. Elsa Cajucan

TITO A. TANGULIG, RPF
Environment and Natural Resources Officer
Co-Chairperson, PEAET Team

Noted by:

HON. SAMUEL G. BALINHAWANG
Indigenous People's Mandatory Rights (IPMR) Representative
Co-Chairperson, PEAET Team





Republic of the Philippines
PROVINCE OF NUEVA VIZCAYA
BAYOMBONG



**PROVINCIAL ENVIRONMENTAL AWARENESS AND EDUCATION
TEAM (PEAET)**

NOTICE OF MEETING

December 9, 2024

DR. JOHN OCTAVIOUS S. PALINA
President, Saint Mary's University
This Province

PENARO

RELEASED BY: EA
DATE: 12/10/2024
TIME: 9:16
REF. NO.: 9121

Dear Dr. Palina,

Warm Environmental Greetings!

The **Provincial Environmental Awareness and Education Team (PEAET)** and its **Technical Working Group (TWG)** is set to convene its meeting on **December 16, 2024 @ 1:00 PM** to be held at **Livelihood and Pasalubong Center, Magsaysay, Bayombong, Nueva Vizcaya**.

Anent this, may we request you or your permanent representative to attend and discuss the following agenda to wit:

1. Post assessment on the recently conducted activities of the Environmental Awareness and Education Month celebration;
2. Other matters.

For confirmation, kindly contact Ms. Charmane Joy Navarro @ cellphone number 09958697936 or email us at envidivisionenro@gmail.com

We highly appreciate your continuous support as our partner in this noble endeavor.

Very truly yours,

TITO A. TANGULIG, RPF
Environment and Natural Resources Officer
Co-Chairperson, PEAET Team

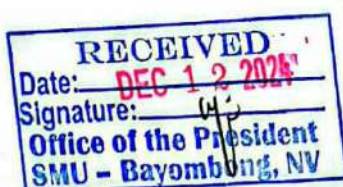
For Dr. Elsa -
if available, (or rep.)

12 Dec 24

Noted by:

HON. CASTILLO B. HIDANO, JR.
Indigenous People's Mandatory Rights (IPMR) Representative
Co-Chairperson, PEAET Team

*no available
representative
12/12



* Permanent rep; Dr. Elsa Cajucorn
Alternate: Dr. Allen Marquero



Republic of the Philippines
OFFICE OF THE PROVINCIAL GOVERNOR
Bayombong, Nueva Vizcaya
-oOo-



Email: pdrrmonuevavizcaya@gmail.com
- 2550

Tel: (078) 392

NUEVA VIZCAYA DISASTER RISK REDUCTION AND MANAGEMENT COUNCIL

NOTICE OF MEETING

FOR:

SP Chair, Committee on Climate Change and DRR
SP Chair, Committee on Environment
Provincial Planning and Development Coordinator
Provincial Health Officer
Provincial Agriculturist
Provincial SWD Officer
Provincial Veterinarian
DENR PENR Officer
Provincial Officer, DICT
Chief, GO-PITD
Chief, PAGASA NV
Chief, Provincial DOH Office
Provincial Director, DOST
Provincial Director, TESDA
Provincial Director, DTI

General Manager, NUVELCO
District Engineer, DPWH 1st DEO
District Engineer, DPWH 2nd DEO
Provincial DRRM Officer
Provincial Engineer
Provincial Manager, NIA
Chief, PSA NV
Executive Director, FREEDS
President, LMP
President, SMU
President, NVSU
President, PLT College
President, King's College
President, Aldersgate College

Ref. No. _____

SUBJECT: Joint Prevention and Mitigation and Rehabilitation and Recovery Clusters 4th Quarter Meeting
DATE: November 30, 2023

- Please be advised that the conduct of the Joint Disaster Prevention and Mitigation Cluster and Disaster Rehabilitation and Recovery Cluster of the Nueva Vizcaya Disaster Risk Reduction and Management Council (NVDRRMC) will conduct its 4th Quarter Regular Meeting on December 11, 2023, 9:00 A.M at the NV Livelihood Pasalubong Center, Bayombong, Nueva Vizcaya.
- The tabled agenda items to be discussed are as follows:

| Agenda | Desired Cluster Action |
|---|--------------------------------|
| Updates on Adaptive Capacity and Resilience Enhancement Project | For information of the Cluster |
| Presentation of Rehabilitation and Recovery Plan for STY Egay | For information of the Cluster |
| Updates on Housing Inventory | For information of the Cluster |
| Report on the Utilization of LDRRM Fund | For information of the Cluster |
- The agenda folder shall be uploaded a day before the meeting and may be accessed through this link:
<https://tinyurl.com/4thQtrJointPrevAndRehab>
- For additional information and concerns, you may contact the NVDRRMC Secretariat through this number: 09155191028.

Very truly yours,

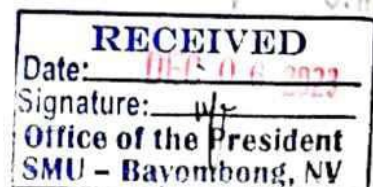
FOR: TITO A. TANSIL
Provincial Environment and Natural Resources Officer
Vice Chairperson, Disaster Prevention and Mitigation Cluster

EDGARDO D. SABADO, CE, EnP, MPA
Provincial Planning and Development Coordinator
Vice Chairperson, Disaster Rehabilitation and Recovery Cluster

For Mr. Hanson on
V. Hamever

06 DEC 2023

Permanent rep: Mr. Hanson
V. Hamever





Republic of the Philippines
Province of Nueva Vizcaya
Municipality of Bayombong
0000000

August 14, 2023

Dr. John Octavious S. Palina
President, SMU
Bayombong, Nueva Vizcaya

Sir/Madam:

Greetings!

Please be informed that the Joint meeting of Municipal Development Council (MDC) and Municipal Disaster Risk Reduction Management Council is scheduled on August 18, 2023 at 9:00 in the morning to be held at LGU DepEd Gymnasium, LGU Bayombong, Nueva Vizcaya

AGENDA:

→ For Mr. Hanson Villanueva

A. Municipal Development Council (MDC)

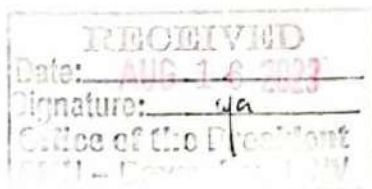
1. Realignment of 20% Development Fund Projects CY 2023

16 Aug 23

| Project | Realigned to: | Amount |
|--|---|--------------|
| Purchase of minimum of 5has. Agricultural lot for the establishment of Municipal integrated Farm (RA 8435) | Construction of Transport Terminal Bayombong, Nueva Vizcaya | |
| 3,000,000.00 | -Purchase of lot | 2,000,000.00 |
| | -Site Development | 1,000,000.00 |
| Procurement of Hydraulic Brick Maker Machine | Procurement of Heavy-Duty Plastic Shredder | 1,000,000.00 |
| 1,590,000.00 | Procurement of Manual Hollow block and brick machine | 500,000.00 |
| Operation & Maintenance of Bayombong Bamboo Dev't Project | Operation & Maintenance of Municipal Nursery | 200,000.00 |
| 200,000.00 | | |

B. Municipal Disaster Risk Reduction Management Council (MDRRMC)

1. Concurring the available funds of the unexpended balances (Special Trust Fund) from the CY 2016 to CY 2019 Local Disaster Risk Reduction and Management Fund (LDRRMF) of LGU Bayombong, Nueva Vizcaya in the amount of Nine Million Pesos (Php 9,000,000.00)- LFC Resolution No. 07 Series of 2023



* MDRRM - Permanent rep: Mr. Hanson Villanueva

DD. HEAD, SAFETY AND POLLUTION CONTROL OFFICE (SPCO)

1. REFERENCE

- a. **Appointment:** The Head of Safety and Pollution Control is appointed by the University President in consultation with the Advisory Board and subject to confirmation by the Board of Trustees.
- b. **Qualifications:** The Head of Safety and Pollution Control Office must:
 - i. possess at least a master's degree;
 - ii. be a certified pollution control officer and Safety Officer II; and
 - iii. be of good moral character.
- c. **Term of Office:** The term of office is one year for the initial appointment, renewable for terms of two years each, provided that such appointment shall not be beyond 60 years old, unless the University President extends it on a yearly basis but not beyond the mandatory retirement age of 65.

2. FUNCTIONS AND RESPONSIBILITIES: The Head of Safety and Pollution Control Office is directly responsible to the Vice President for Administration and is mandated to perform the following:

- a. oversees the implementation of the Pollution Control Program and Occupational Safety and Health (OSH) Program in coordination with the OSH Committee;
- b. conducts Pollution Control and OSH orientation and training to employees, students, concessionaires, janitorial and security staff;
- c. regularly monitors and inspects any pollution, health and safety conditions in the university campuses, informs the head of the unit concerned regarding violations and submits written reports to the Vice President for Administration;
- d. conducts investigation of pollution and safety -related accidents in the university campuses when such event occurs and prepares reports of the same as required by the OSH and EMB;
- e. issues Work Stoppage Order when necessary based on the requirements and procedures provided by the OSH and pollution control standards;
- f. assists government inspectors in the conduct of pollution control, health and safety inspection in the university campuses;
- g. prepares the required Pollution Control, OSH and Crisis Management Committee (CMC) reports and permits to the appropriate regulatory government agencies;
- h. coordinates fire and earthquake drills and other activities with the safety and DRMM coordinators in the basic education levels and prepares reports;
- i. monitors compliance to waste segregation and disposal guidelines;
- j. ensures the regular upkeep of fire safety equipment and devices; and
- k. performs other related tasks that may be assigned by the Vice President for Administration or the University

ORGANIZATION OF SAINT MARY'S UNIVERSITY

President.

I. COMMITTEE ON DECORUM AND INVESTIGATION (CODI)

Composition:

The Vice President for Administration recommends to the University President the appointment of the chair and members of the Committee on Decorum and Investigation (CODI) based on the SMU Anti-sexual Harassment Policy and Implementing Guidelines.

Functions:

1. Receive and investigate complaints on sexual harassment following the prescribed procedure ;
2. submit a report of its findings and recommendations to the Committee on Arbitration;
3. lead in the discussions on sexual harassment in the university in order to prevent occurrence of sexual harassment; and
4. Other functions as specified in the SMU Anti-sexual Harassment Policy and Implementing Guidelines.

J. CAMPUS SAFETY AND DISASTER PREPAREDNESS COMMITTEE (CSDPC)

Composition:

Chairman: Vice President for Administration

Vice Chairman: Head, Safety and Pollution
Control Officer

Members:

Dean of Student Affairs and Services

Academic Deans

Basic Education Principals

Director, HRDO

Director, PPPDMO

ADSAS for Men/Women

Department Head, Criminology

University Medical Teams

NSTP Coordinator

DRRM & Safety Coordinators

Head, Security Agency

General Services Supervisor
Adviser & President, Marian Emergency
Response Team
Adviser, Senior High School Emergency
Response Team
President, Student Central Council
ROTC Corps Commander

Functions:

1. Ensures that safety and security measures are in place in all buildings and facilities of the University at all times;
2. Makes the necessary plans and procedures for a proactive, quick and effective response to any calamity, disaster or major emergency cases that may affect the University, employees and students;
3. Coordinates with other external agencies for disaster preparedness programs and activities for an effective and quick response to any calamity and disaster that may affect the University;
4. Conducts the necessary disaster-preparedness drills and activities that will ensure effective response to calamities and other emergencies;
5. Supervises emergency operations within the campuses and immediate vicinity during and after a calamity or disaster;
6. Regularly inspects and submits reports to the University President regarding the safety and security assurance of the University and immediately after every calamity or disaster.

K. PERSONNEL SELECTION, RANK AND TENURE COMMITTEE (PSRTC)

Composition:

Chairman: University President
Members: Vice Presidents



SAINT MARY'S UNIVERSITY

BAYOMBONG, NUEVA VIZCAYA, PHILIPPINES

SAFETY AND POLLUTION CONTROL OFFICE

| | |
|------------------|---------------|
| Document Code | QA0-FO-025 |
| Revision | 02 |
| Effectivity Date | 2023/11/16 |
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3rd Quarter Nationwide Simultaneous Earthquake Drill

Saint Mary's University employees and students actively participated in the 3rd Quarter Nationwide Simultaneous Earthquake Drill on September 7, 2023 (Thursday).

Before the actual drill, Dr. John G. Tayaban, Vice President for Administration as the chairman and Incident Commander conducted a short orientation to the Committee on Campus Safety and Disaster Preparedness and disseminated the information about the occurrence of earthquake as well as the need to carry out drills to enhance the employees and students awareness of the safety measures before, during, and after the earthquake.

At exactly 2:00 in the afternoon, a loud siren noise was sounded all over the campus to signal the start of the drill. employees and students were tasked to perform the "Duck, Cover and Hold" followed by an emergency evacuation to Saint Mary's University Oval (evacuation area).

In the drill, several scenarios were simulated simultaneously. A fire was reported in front of the four pillars and one of the employees (staff) demonstrated the proper use of fire extinguisher. In addition, two people suffered injuries at the Jubilee Library and Tanchoco building, which were pulled out by the Rescue Team (Marian-Emergency Response Team). The Disaster Risk Reduction and Management Team together with the SMU-Safety Officers depicted a rescue operation and school building inspection to ensure the safety of all employees and students. At exactly 2:15 in the afternoon, the Incident Commander declared that the buildings were already safe to occupy, and the resumption of classes was directed to continue.

The drill was followed by a meeting attended by those in charge of the activity together with the external evaluators to discuss observations. FO1 Ma. Fatima Maggay, from BFP Bayombong as the Chairman of evaluators, announced a very satisfactory (82) as overall rating of the said drills.

The Said activity is in pursuant with the Memorandum Order No. 225, series of 2023 enjoining higher education institutions to NSED.

Finally, it was indeed a success. Preparedness and mitigation are the key strategies in reducing disaster risk.





SAINT MARY'S UNIVERSITY
BAYOMBONG, NUEVA VIZCAYA, PHILIPPINES
SAFETY AND POLLUTION CONTROL OFFICE

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| Effectivity Date | 2023/11/16 |
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**Number of Safety and Emergency Drills Conducted and Earthquake Drill Ratings
(May 13, 2024)**

| | | |
|--------------------------------------|---------------------------------------|---|
| TERTIARY | 2022-2023 | 2023-2024 |
| Number of earthquake and fire drills | 2 | 1 |
| Average rating of earthquake drills | 85.5- Very Satisfactory | 78.5-Satisfactory |
| SENIOR HIGH SCHOOL | | |
| Number of earthquake and fire drills | 1 | 1 |
| Average rating of earthquake drills | 88.1- Very Satisfactory | 78.5-Satisfactory |
| JUNIOR HIGH SCHOOL | | |
| Number of earthquake and fire drills | 2 | 2 |
| Average rating of earthquake drills | 92.1- Outstanding | 95.3- Outstanding |
| GRADE SCHOOL | | |
| Number of earthquake and fire drills | 2 | 2 |
| Average rating of earthquake drills | 85 Very Satisfactory | 86 Very Satisfactory |
| | | |
| OVERALL | | |
| Number of earthquake and fire drills | 7 | 6 |
| Average rating of earthquake drills | 87 Very Satisfactory | 84.6 Very Satisfactory |



SAINT MARY'S UNIVERSITY

BAYOMBONG, NUEVA VIZCAYA, PHILIPPINES

OFFICE OF THE VICE PRESIDENT FOR ADMINISTRATION

VPA Circular No. 5
AY 2023-2024

DATE : 4 SEPTEMBER 2023
TO : EMPLOYEES/ STUDENTS/VISITORS/CONCESSIONAIRES IN CAMPUS
RE : NATIONWIDE SIMULTANEOUS EARTHQUAKE DRILL (NSED)

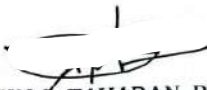
Pursuant to CHED Region 2 Memorandum Order No. 255, series of 2023 enjoining Higher Education Institutions to participate in the 3rd quarter Nationwide Simultaneous Earthquake Drill (NSED) set for September 7, 2023, the University will participate in the earthquake drill as part of our preparation for disasters.

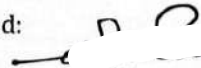
All persons in campus shall properly execute the earthquake drill protocols especially the DUCK-COVER-HOLD when the alarm is sounded, then quickly and safely evacuate to the assembly areas. Our performance will be assessed on the following items listed below:

| |
|---|
| PART I – GENERAL EVALUATION: |
| 1. The alarm system used is loud enough to be heard by all drill participants. |
| 2. The drill participants executed the "duck, cover, and hold" technique during the Alarm Phase or while the alarm system is being sounded. |
| 3. The drill participants waited for the alarm system to stop before evacuating. |
| 4. The drill participants executed the "buddy-buddy" system (walk by pairs) during the evacuation phase. |
| 5. The drill participants walked faster than normal during the evacuation phase. |
| 6. The drill participants followed their evacuation routes to the evacuation area/s. |
| 7. The drill participants covered their heads while vacating the building. |
| 8. The participants checked for any sustained injury in the evacuation/assembly areas. |
| 9. A headcount was conducted while in the evacuation area. |
| 10. The participants stayed in the evacuation area until the drill was terminated. |

| |
|---|
| PART II. EVALUATION OF THE DISASTER CONTROL GROUP |
| 1. The Ground Commander established clear leadership during the drill. |
| 2. The Medical Team immediately addressed all medical needs of the injured victims and casualties. |
| 3. The Search and Rescue Team was efficiently organized in responding to the incident. |
| 4. The Fire Safety Team demonstrated proper fire suppression. |
| 5. The Evacuation Team properly executed the evacuation procedures. |
| 6. The Security Team adequately secured the perimeter for the drill area. |
| 7. The Building Team observed protocols in ensuring the building safety before re-entering. |
| 8. The Communication Team utilized the equipment properly during the coordination and execution of response operations. |
| 9. The Transportation Team ensured the availability of vehicles. |

Let us embrace preparedness today for a resilient future.


JOHN G. TAYABAN, Rpm, RPsy, PHD
Vice President for Administration


JOHN OCTAVIOUS S. PALINA, DBA, PHD
University President

Saint Mary's University
Bayombong, Nueva Vizcaya
Campus Safety And Disaster Preparedness
EMERGENCY PREPAREDNESS PLAN
INSTITUTIONAL

CHAPTER I: AUTHORITY

- a. CHED Memorandum Circular No.09 s. 2013;
- b. PDRRM Act of 2010 – RA 10121

CHAPTER II. RATIONALE

Aside from the mandate of the Commission on Higher Education Memorandum Circulars and Existing Rules and Regulations of Regulating Agencies, Saint Mary's University in pursuit of its mission and vision adopts the following procedures to arouse awareness and consciousness of its stakeholders on the emergency procedures in case of earthquake, fire , flooding, typhoon or bomb threat incidents and other emergency situations . The procedures are designed to reduce the risk of injuries/death and to minimize property damages in case of these emergencies.

The teams involved must be aware of their respective duties and functions in order to have coordinated activities during emergency situations.

CHAPTER III
RESPONSIBILITIES OF

SMU DISASTER RISK REDUCTION MANAGEMENT COMMITTEE

Chairperson:

1. Shall convene the committee as needed to effectively coordinate the efforts on disaster preparedness emergency operation and recovery and rehabilitation activities
2. Shall call on all concerned office, agencies and instrumentalities of the government and Civil Society Organizations for their assistance when needed

Assistant Chairperson

- Assist the chairperson
- Perform the duties of the Chairman in her/his absence

Team Leader

- Serves as the Head of the assigned Team and give instruction to the Team members as per ordered by the Chairperson/Assistant Chairperson or act for him/her in his/her absence and perform such duties the Chairman/Assistant Chairman may assigned

First Aid Team

- Keeps the first aid kit ready at all times
- The members of the Medical and Rescue Team shall set an accommodating environment for the clientele
- Provide all needed materials and services for the victim's fast recovery

Evacuation & Rescue Team

- In case of emergency the Evacuation Team shall quickly alert all building occupants and direct them in getting out of the vicinity to the designated emergency exit.
- Organize them to the designated evacuation area
- The members of the team should conduct final and quick check of rooms and offices to ensure that all occupants have vacated the place and buildings
- Quickly conduct head counts at the evacuation area
- Other related works requested by the Chairman

Communication & Information Team

- In case of emergency, the Communication Team shall notify the School Officials, personnel and teachers regarding the status and situation of the calamity using any available means of communication
- The team leader or members shall activate the alarm system of the school to give emergency signal to all occupants
- Relay important information to the different teams
- Follow-up the call to the local Rescue units, BFP and PNP,
- Update bulletin boards, reports and other information materials, leaflets, fliers and other necessary materials
- Other related works requested by the Chairman

Transportation Team

- Get ready for all transportation equipment
- Responsible for the transport needs

- Determine the transportation needs and requirements
- Other related works requested by the Chairman

Site and Security Team

- Provides security to all evacuees, victims, and the whole area from looting
- Does other related work requested by the Chairman

Logistic, Damage and Control Team

- Check for any possible victim to be identified for proper tagging (**Red**: Severely injured, **Orange**: mildly injured, **Green**: Tolerable)
- Record all injured victims
- Having done with the injured people, the team needs to check too the affected area for reporting

Fire Brigade Team

- Go to the affected area as instructed by the Chairperson for the initial fire-fighting operations
- Report any outcome to the Chairperson

Supply Team

- Make an inventory of all equipment and medicines ready for use in case of emergency
- report to the Chairperson any lacking materials for appropriate action
- Issue the requested materials needed by the first aid team as approved by the Chairperson
- Counter check the inventory of materials after the event

Evacuation and Recovery Team

- Ensure the security and safety of the school populace
- Bring the identified victims in the recovery section of the school for proper action
- Assists the paramedics in case services are needed

Search and Rescue Team

- The sweepers will go around the school to check for possible victims as well as students who are trapped and need help
- Report to the Incident Command Post (ICP) for immediate action

Chapter IV

OPERATION PROCEDURES

General Operation

- A. Population at risk will be evacuated in accordance to procedures established by the CSDP Committee
- B. Priorities shall be determined prior to rescue and evacuation efforts.
- C. Rescue and evacuation shall be done as a necessity and as a major responsibility of the CSDP Committee
- D. The Chairperson shall call the evacuation order and executes other necessary actions need.
- E. The Assistant Chairperson calls the shots for evacuation in the absence of the Chairperson.
- F. The sweepers of the CSDP act as the overseers for the whole area.

Phases Of Operation

Phase I (Preparatory Stage)

- A. Re-organization/Re-activation of SMU CSDP Committee.
- B. Information dissemination from SMU CSDP Committee to students, faculty and staff, parents and nearby occupants from the school.
- C. Undertake all necessary preparation as required in the plan.
- D. Organization and provision of specialized training on disaster response team.
- E. Massive information drive and education campaign.
- F. Improvement of communication and warning system.
- G. Conduct of evacuation drills and exercise.
- H. Updating of contingency and evacuation plans.
- I. Development of an effective disaster response at the lower level.
- J. Improvement of the monitoring and feedback mechanism.

Phase II (Disaster Period)

- A. Full activation of the SMU CSDP Committee and its other linkages
- B. Provision of emergency services such as relief, rescue and evacuation, transportation, emergency and medical care and communication warning.
- C. Provision of timely information on actual disaster incidents.

- D. Conduct of situation survey and damage assessment.
- E. Close monitoring and supervision on the different teams for possible support and assistance.
- F. Submission of reports.

Phase III
(Post Disaster Period)

- A. Conduct SMU CSDP Committee meeting for final evaluation of the situation.
- B. Determine rehabilitation requirements for disaster victims.
- C. Preparation of final report.
- D. Restoration, repair and rehabilitation of damaged infrastructure.
- E. Conduct post disaster assessment and review the existing plan

Levels of Emergency Alert Status





I. EMERGENCY PREPAREDNESS PLAN

A. WHAT TO DO IN CASE OF EARTHQUAKE

1. Procedures

- If indoors, seek refuge in a doorway, or under a desk or table.
- Watch out for falling objects.
- Keep calm and don't panic.
- Listen to the teacher's instructions.
- Walk out of the classroom in an orderly manner.
- While walking along the corridors to the nearest exit of the building, be alert and look out for falling debris.
- Quietly but quickly proceed to the designated evacuation area for the class and wait for further instructions from the teacher.
- NEVER go back to the building once you are outside. Buildings shall be inspected by engineers for possible damage after an earthquake. Basic Education students should stay in the open area and wait for their parents/guardians to pick them up.
- If outdoors, move quickly away from buildings and other structures.

- j. If in an automobile, stop in the safest place available, preferably away from power lines, structures and trees.
- k. For the teacher/head of office, make sure all students/personnel are accounted for in the designated evacuation area.

DON'T RUN, DON'T SHOUT, DON'T PUSH.

2. Phases of an Earthquake Drill

Phase 1. Alarm

A pre-arranged signal such as a siren/bell should be known to all. During the drill, the siren/bell indicates earthquake or shaking. Students and employees will be alerted by this signal.

Phase 2. Response

While the siren/bell is ongoing, everyone should move away from windows, glass or light fixtures. In this phase, everyone should perform “duck, cover and hold” under desks, tables or chairs. Remain in this position until the “shaking” stops.

Phase 3. Evacuation

Once the “shaking” stops, everyone should evacuate the school building and proceed, using predetermined routes, to identified evacuation areas.

Phase 4. Assembly

At the designated evacuation area, students must be grouped together according to the class where they belong.

Phase 5. Head Count

Teachers should check and make sure all students and staff are accounted for. and Heads of offices

Phase 6. Evaluation

An evaluation of the drill must be conducted to identify problems encountered during the drill and how this can be corrected in future earthquake drills.

3. Earthquake Drill Situations/Assumptions

- a. An earthquake might happen at any time when students and employees are inside the buildings and premises. Earthquake may cause injury /or loss of lives and damage properties due to its shaking effect and of falling objects. Students or occupants may rush in securing for their safety. Stampede may occur during this situation.
- b. Fire might occur as a result of accident, nature or incendiary origin within the school campus at any time. Fire may also originate from adjacent

buildings or structures and spread towards the school buildings which poses danger to employees and students.

4. Objectives of an Earthquake Drill

General:

To reduce the risk of injuries and damage to properties.

Specific:

1. To arouse consciousness and awareness of the stakeholders as well as the members of the Emergency Response Team of the procedures during emergency situation;
2. To execute the procedure in a minimum period or at the fastest time possible;
3. To get a maximum beneficial result;
4. To be familiarized with the teams' respective responsibilities during emergency situation; and
5. To familiarize the stakeholders of the exit and evacuation routes to the evacuation areas.

5. Execution of an Earthquake Drill

A. Before Any Emergency

1. A regular review of this emergency procedures shall be done by all the stakeholders and task groups; and
2. A drill shall be executed at least four times every school year;

Procedures for Day time Earthquake Drill

1. First Alarm
 - a. The Classroom Teachers/Instructors shall immediately direct their students to drop, duck, cover and hold beside their chairs away from glass windows and falling objects;
 - b. Immediately, the members of the ERT shall organize themselves in their respective stations and wait for further instruction from the Emergency Ground Commander (EGC);
2. Second Alarm (Situation Temporarily Stabilized)
 - a. When the ground shaking is stabilized, the Emergency Ground Commander (EGC) orders evacuation; and
 - b. The Evacuation Team and Security Team are activated.

3. Third Alarm (Injuries Noted)

- a. When there is a report of injury, third alarm is immediately raised by the Emergency Ground Commander (EGC); and
- b. The Rescue Team and Medical Team are activated.

6. College Campus earthquake (and Fire) Evacuation Plan and Persons in-charge

| BUILDINGS | PERSON/S OR UNIT/S-IN-CHARGE | ASSEMBLY AREA |
|--|--|---|
| <u>CLUSTER A</u> 1. Administration building 2. Mary, Seat of Wisdom Chapel 3. Jubilee Library 4. Tonus gym including canteen 5. Carpentry shop, PPPDMO office 6. JVD Building | 1. Mr. Samuel Damayon (Left wing –A building Mr. Windel Taguiling (Right wing – A Building) 2. Sr. Aileen Adjaro, SIHM 3. Mr. David Cabonero 4. Mrs. Rodora Tipay 5. Mr. Sherwin Marciano 6. Dr. Regina Ramel | Oval (in front of the 4 pillars) Center of oval in front chapel Oval in front of chapel |
| <u>CLUSTER B</u> 1. CL building 2. RT building 3. Main library (Van Bauwel) 4. Jurgens building (UB) 5. Sacred Heart Center | 1. Dr. Felipe Nantes Jr. 2. Dr. Clara Gonzales 3. Mr. Jason Maslang 4. Dr. Joman Baliton 5. Mrs. Joan Zipagan | Oval (in front of the 4 Oval in front of Registrar’s office |
| <u>CLUSTER C</u> 1. Hantson building 2. Tanchoco building 3. S building 4. New Engg Building 5. Fr. Sargeant building 6. | 1. Mr. Melencio Bernardino Jr. 2. Mrs. Michelle 3. Mrs. Biverly Tomas 4. Miss Elizabeth Ramos 5. Mr. Dante Tamayo 6. | Oval (in front of the Engineering stage) |

| | | |
|--|---|----------------------------|
| 1. CNS building 2. Med Lab Science & Pharmacy laboratories | 1. Dr. Elsa Cajucom 2. Mr. Gabriel Erana | |
| <u>CLUSTER D</u> 1. Medical & dental clinics 2. St. Joseph's Inn 3. Balai na Alumni 4. De Buscherre Hotel 5. Apo Pilo building | 1. Mrs. Grace Marabut 2. Mr. Angelito Buccahan 3. Mr. Peter Tom Callang 4. Mr. George Guiab 5. Mr. Antonio Sugay | Oval in front of Apo Pilo |
| Ladies' Dorm | 1. Sr. Aimee Bantiyan, SIHM | space in front of the dorm |
| Men's Dorm | 1. Mr. Reiner Dulawan | Basketball court |
| Elementary school | 1. Dr. Cristeta Aduca 2. Mr. Rod Dacles | Quadrangle |
| High school | 1. Dr. Zayda Asuncion 2. Mr. Jimmy Valdez | Quadrangle |
| ALL BUILDINGS (University-wide) | 1. Dr. John Palina 2. Dr. John Tayaban 3. Mr. Hansen Villanueva | Oval |

Responsibilities of the Person-In-Charge

1. **Before the drill**, the person-in-charge takes care of disseminating information regarding Campus Safety and Disaster Preparedness activities.
2. Coordinate with the occupants in the building regarding planned drills.
3. **During a particular drill**, he/she acts as the team leader in evacuating the building.
4. Reports to the Ground Commander (VP for Administration) the status of evacuation (e.g. all occupants were accounted for)
5. **After the drill**, takes part in the evaluation of the drill conducted together with the members of the Campus Safety and Disaster Preparedness Committee.
6. Suggest or recommends actions that must be taken in order to improve the drill as well as the University's preparedness for risks, disasters and natural calamities.

B. WHAT TO DO IN CASE OF FIRE

a. First Alarm (Discovery of Fire)

The first person who notices the fire shall immediately raise the alarm. He/she shall ring the fire bell or buzzer in accordance with the pre-arranged fire incident ring code (1 long and pulsating ringing for at least 30 seconds). He/she shall subsequently report the incident to the nearest guard post. The Security Guard who received the alarm shall immediately notify the Emergency Ground Commander (EGC).

- a. The Emergency Ground Commander upon receipt of the alarm shall alert all the members of the SMU-CSDP Committee and assess the situation;
- b. The team leaders of the respective group shall organize his/her members in their respective station ready for operation upon instruction of the EGC
- c. The firefighting team shall upon receipt of the alarm, immediately proceed to the scene of fire and conduct immediate fire suppression activities using portable fire extinguishers available at all floor levels. The Team Leader shall supervise the firefighting activity and render report to the Emergency Ground Commander'
- d. The EGC shall direct the Communication Team to notify the Fire Department if needed; and
- e. The Security Force (SF) shall post duty guards at the scene not to allow unauthorized persons in the area.

b. Second Alarm (Uncontrolled Fire)

- a. When fire spreads toward adjacent rooms or parts of the building or at the ceiling, upon report of the Fire Fighting Team Leader, the EGC shall raise second alarm. The necessity for occupants to evacuate shall be immediately ordered;
- b. The EGC shall activate the members of the **Evacuation Team (ET)** to lead the occupants to the Evacuation Area, in accordance with the evacuation procedure; and the **Salvage Team (ST)** to bring-out files, documents and other valuables to the Dumping Area, in accordance with the order of priority; and

Salvage Priority

First Priority (Red)

- Student records
- Financial records
- Investigation reports
- Legal documents
- Electronic files
- Cash
- Other Documents of the same value

Second Priority (Blue)

- Computer Units
- Laboratory equipment
- Cash register machines
- Other valuables not falling on 1st priority

Third Priority (Yellow or White)

- School supplies
- Table and chairs
- Linen/curtains
- Other valuables not falling on 2nd priority

- c. Other members of Security Team shall be posted at the Evacuation Area and Dumping Area.

c. Third Alarm (Injuries Noted)

- a. When injuries were reported as a result of the fire or rushing of occupants in the course of evacuation, upon report of the Evacuation Team Leader, the Emergency Ground Commander shall raise third alarm.
- b. The EGC shall activate the Rescue Team (RT) and the Medical Team (MT) to respond immediately at the scene and perform their respective functions.
- c. The Rescue Team shall assess the condition of the victims and ***if necessary***, first aid shall be done in accordance with the rescue and first aid procedures before bringing the victims to the Medical Area where the members of the Medical Team are stationed to extend immediate medical attention and proper disposition; and
- d. Other members of the Security Team shall also be dispatched at the Medical Station;

At any time of the operation, when the members of the fire department arrive, the authority of the Emergency Ground Commander ceases and the responsibility shall be turned over to the most senior fire officer who arrives at the fire scene and same shall assume responsibility as the Fire Ground Commander.

At any time, in the absence of the Fire Ground Commander, when the situation is stabilized, the Emergency Ground Commander may declare the situation "UNDER CONTROL".

C. WHAT TO DO IN CASE OF FLOODS?

1. Students in the ground floor should go up to the second floor.
2. The Committee on Campus Safety and Disaster Preparedness of the University will direct the subsequent operations to the different team leaders.

3. property evacuation team helps in carrying valuable instruments like computer and scientific instruments to the second floor
4. Upon direction of the Emergency Ground Commander, the **Security Team** directs people from nearby communities to the gym which will serve as Center of operation during floods.

D. WHAT TO DO IN CASE OF TYPHOONS OR HEAVY RAINS OR STRONG WINDS

1. The University shall follow the directives of the local LGU (Municipal or Provincial) on suspension of classes and /or work if the order includes private schools.
2. The University President may order suspension of classes and/or work upon recommendation of the CSDP and AB based on the local weather condition.
3. When Typhoon signal No. 1 is raised over Bayombong, classes in grade school is suspended. Teachers, administrators and staff shall work in campus.
4. When Typhoon signal No. 2 is raised over Bayombong, classes in junior high school and senior high school shall be suspended. Teachers, administrators and staff shall work in campus complete non-teaching tasks.
5. When Typhoon signal No. 3 is raised over Bayombong, classes and work in all levels shall be suspended.

E. WHAT TO DO WHEN EMERGENCY HAPPENS IN THE NIGHT

- a. IMMEDIATE ACTION
 - a.1 Security Guard (Main Gate), calls the officers/persons concerned:
 - Fire Department
 - Police Department
 - MDRRO
 - CICM fathers in CICM House
 - VP Administration
 - Security guards in all campuses and dorms
 - other in-campus residents (ex. guests)
 - a.2. VP Administration calls emergency team leaders:
 - Building Supervisor
 - Head, PPDMO
 - Coordinator, NSTP

a.3. Coordinator, NSTP calls ROTC officers to proceed to place of emergency to secure premises and properties.

a.4. Dorm Master in Male dormitory mobilizes the employees and students in dorm to proceed to area of emergency.

b. IN CASE OF FLOOD

b.1 Roving guard

- gets the keys (from the University Housekeeper/Security Guard) to the offices affected

- shuts off the main electric switch

- divides Male dormers into groups to detach computers in the offices to bring them to the second floor and lock them in for security and safety.

b.2. Security Guards

- Upon approval of the VPA, direct people from the community who are affected by the flood to the bleachers in the SMU Tonus Gym

- make sure that all male dormers and people in the campus are accounted for and are safe.

- coordinate operation with authorities in the area

c. IN CASE OF EARTHQUAKES

c.1. everybody must seek cover under tables, beds, beams, etc

c.2. go out to the oval after the first big jolt. A bigger one might be coming

c.3 in case of big earthquakes, the oval will serve as center of operation and first aid for in-campus residents and neighbors

c.4. security guards must secure the campus against bad elements who might take advantage of the situation

d. IN CASE OF FIRE

d.1. Security uses fire extinguisher to put off fire

d.3. security guard must put off the main electric switch

d.4. security guard must secure the place and look out for possible looters

d.5. male dormers should try to save what could be saved from the neighboring rooms without endangering their lives until the fire trucks arrive.

F. After Any Incident

1. At the Evacuation Area, the Classroom Teacher/Instructor shall immediately account his/her students;

2. Office Heads shall account their respective subordinates;

3. Respective Team Leaders of the MERT shall likewise do the same and render report to the EGC; and

4. The EGC shall after receipt of the reports from the members of the Team of the MERT immediately consolidate the data and make an incident report to the President and copies shall be furnished to the BFP, PNP and other government agencies concerned upon request.

Chapter IV. CONCEPT OF OPERATION:

This EPP shall be operational in all buildings and campuses of Saint Mary's University including its Men's and Ladies' dormitories.

This EPP drills shall be executed at least four times every school year and applied during emergency situations.

CHAPTER V STRUCTURE

Committee on Campus Safety and Disaster Preparedness (CCSDP)

Institutional Campus Safety and Disaster Preparedness Committee

Vice President for Administration - Chairperson

Head, Safety and Pollution Control Office - Assistant Chairperson

Members:

Dean of Student Affairs and Services

Safety & DRMM coordinators in basic education

Academic Deans

Basic Education Principals

Associate Dean of Student Affairs and Services for Men/Women

Head, PPPDMO

Dept Head, Criminology

MERT Adviser

University Medical Teams

NSTP Coordinator

Head, Security Agency

Union President

SCC President

Functions:

1. Ensures that safety and security measures are in place in all buildings and facilities of the University at all times;
2. Makes the necessary plans and procedures for proactive, quick and effective response to any calamity disaster or major emergency cases that may affect the University;
3. Coordinates with other external agencies for disaster preparedness programs and activities for an effective and quick response to any calamity and disaster that may affect may the University;
4. Conducts the necessary disaster-preparedness drills and activities that will facilitate effective response to calamities and other emergencies;
5. Supervises emergency operations within the campuses and immediate vicinity during a calamity or disaster;
6. Regularly inspects and submits report to the University President regarding the safety and security assurance of the University; and
7. Submits reports to the University President regarding the safety and security assurance of the University buildings and facilities after a calamity or disaster

CSDP- Teams, Responsibilities & Team Leaders

| TEAM/LEADER | RESPONSIBILITIES |
|--|---|
| INCIDENT COMMANDER (University President): | 1. Provides overall direction of the University's Campus Safety & Disaster Plan (CSDP). |
| GROUND COMMANDER Vice President for Administration | 2. Coordinates the University's emergency response. |
| CONSTRUCTION TEAM Head, PPDMO | Quickly set up the Incident Command Post and Medical Tent when disaster strikes or during emergency drills. |
| EVACUATION TEAM -Leader Assigned per building -Each class teacher is responsible for his/her class. -Each unit head is responsible for the person in the unit. | -Activate the appropriate warning signal -quickly alert all building occupants and direct them in getting out of the vicinity to the designated emergency exit. Organize them to the designated evacuation area |

| | |
|--|---|
| | <p>conduct quick check of rooms and offices to ensure that all occupants have vacated the place and buildings</p> <p>Quickly conduct head counts at the evacuation area</p> |
| MEDICAL/FIRST AID TEAM (University Physician/Nurse and MERT Adviser and members | <ol style="list-style-type: none"> 1. Extends immediate medical care to a person who has been injured or who needs medical attention. 2. Refer to R2TMC any critically injured person |
| MENTAL HEALTH TEAM Head-Guidance Office | -Provides Psychological First Aid to those mentally affected by the disaster |
| BUILDING INSPECTION TEAM Head, PPDMO & Head, CE Dept | -Conducts inspection for structural integrity of buildings -Gives decision on whether a building is safe for re-entry. |
| SEARCH AND RESCUE TEAM Adviser, MERT and members | -Seek out reported victims, provide First Aid and bring to the Medical Post - -conduct final and quick check of rooms and offices to ensure that all occupants have vacated the place and buildings |
| SECURITY TEAM (ADSAS Men & Security Agency officers and guards, ROTC officers | Secures the place of incidence in order to prevent further harm to victims of disaster and to secure the area from theft/looting. |
| FIRE FIGHTING TEAM (Head and faculty Criminology | Secures fire safety in the event of an emergency. <p style="text-align: center;">1.</p> |
| SALVAGE TEAM (PPDMO and General Services Supervisor and staff | Assist in moving out Tagged physical assets (in case of fire) |
| EVACUATION TEAM - Assigned faculty and staff per building | 1. Aids in directing students and personnel to the evacuation area. |
| COMMUNICATION TEAM (President's secretary/CETSO head | 1.Informs proper authorities of the disaster and communicates to responders for |

| | |
|---|--|
| | <p>immediate assistance.</p> <p>Set up Public address system (Mic & Speaker or Megaphone) for use by the Ground Commander</p> <p>Relay important information to the different teams</p> <p>Makes updated record of victims</p> |
| TRANSPORTATION TEAM (Drivers team leader) | Provides vehicles to transport students, personnel, and/or equipment. |
| DOCUMENTATION TEAM (Adviser, The Marian), Teacher's Center staff | <p>-Documents and prepares reports of the emergency drill or actual disaster</p> <p>-Provides updates in the SMU Social Media page after clearance with the VP Admin.</p> |
| | |

Senior High School Campus Safety and Disaster Preparedness Committee (to be activated if events /activities are exclusive to SHS)

Chairperson : Principal (Ground Commander)
Vice Chairperson: DRRM,Safety & Sanitation Coordinator
Members: Academic Coordinators
Non-Academic Coordinators
Guidance Shepherds
Staff and Personnel

First Aid Team: Medical Staff and Guidance Shepherds

- To give immediate care to a person who has been injured or who has gotten suddenly ill.

Site Security Team:

To secure the place of incidence in order to prevent further harm to victims of disaster and to secure the area from looting.

Fire Safety Team:

- To protect vertical structure and its students from danger of fire by conducting periodic inspections for where wooden materials, faulty electrical wiring and other combustible materials that may cause fire.

Evacuation Team:

- To ensure the immediate rescue and transfer of victims of a calamity from danger to safer place

Communication Team: Principal's secretary

To inform the VPA of an ongoing disaster and to communicate to emergency responders for immediate assistance as directed by the principal

Junior High School Campus Safety and Disaster Preparedness Committee

Chairperson: Principal (Ground Commander)
Vice Chairperson: DRRM, Safety & Sanitation Coordinator
Members: Academic Coordinators
Non-Academic Coordinators
Guidance Shepherds
Staff and Personnel

First Aid Team: Medical Staff and Guidance Shepherds
To give immediate care to a person who has been injured or who has gotten suddenly ill.

Site Security Team:
To secure the place of incidence on order to prevent further harm to victims of disaster and to secure the area from looting.

Fire Safety Team:
To protect vertical structure and its students from danger of fire by conducting periodic inspections for where wooden materials, faulty electrical wiring and other combustible materials that may cause fire.

Evacuation Team: class advisers
To ensure the immediate rescue and transfer of victims of a calamity from danger to safer place

Salvage Team:
Assist in moving out Tagged physical assets in case of fire or flood

Communication Team: Principal's Secretary and registrar
To inform VPA and head SPCO of an ongoing disaster and to communicate to LGU emergency responders for immediate assistance when directed by the Principal or VPA

Grade School Campus Safety and Disaster Preparedness Committee

Chairperson: Principal
Vice Chairperson: DRRM, Safety & Sanitation Coordinator
Members: Academic Coordinators
Non-Academic Coordinators
Guidance Shepherds
Staff and Personnel

First Aid Team:

To give immediate care to a person who has been injured or who has gotten suddenly ill.

Site Security Team:

To secure the place of incidence in order to prevent further harm to victims of disaster and to secure the area from looting.

Fire Safety Team:

To protect vertical structures and its students from danger of fire by conducting periodic inspections for wooden materials, faulty electrical wiring and other combustible materials that may cause fire.

Evacuation Team:

To ensure the immediate rescue and transfer of victims of a calamity from danger to safer place

Communication Team: Principal's secretary

To inform the VPA and Head, SPCO of an ongoing disaster and to communicate to LGU responders for immediate assistance when directed by the Principal or VPA.

A..EMERGENCY HOTLINES-SMU

- 1.SMU Medical Clinic – **0975-821-6142 ; Landline: 392-6696**
2.Security Agency – **0965-299-3545, 0936-247-6147 Landline: 392-6268**

- 4.Safety & Pollution Control Office – 0906-692-8935 / 0999-670-9934
5. Vice President for Administration-CP: 0917-655-8950 Landline:362-3098

B. emergency hotlines -external

4. MDRRMO – 0917-658-4579
5. PDRRMO – 0917-599-0020 0919-069-4462
6. PNP Bayombong – 0915-311-6455 0998-598-5279
7. NVPO – 0917-540-5290
8. Red Cross – 0917-507-9950
9. PIHO – 0917-157-6153
10. BFP Bayombong – 0915-172-1574
11. MHO Bayombong – 0935-372-8950
12. R2TMC – 0906-819-5569, Landline: (078) 321-2090

CHAPTER VII. EFFECTIVITY

This updated EPP shall take effect AUGUST 1, 2024.

Prepared by:

(SGD)DR. JOHN TAYABAN

VP for Administration

Chairman, Campus Safety and Disaster Preparedness Committee

APPROVED:

(SGD)DR. JOHN OCTAVIOUS S. PALINA

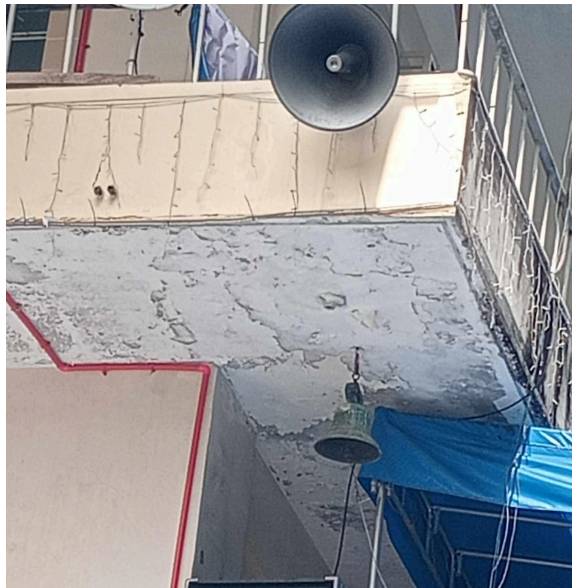
University President



SAINT MARY'S UNIVERSITY

BAYOMBONG, NUEVA VIZCAYA, PHILIPPINES

PUBLIC ADDRESS SYSTEM





MIDYEAR REPORT

A.Y. 2023-2024

LINGKOD MARIA COMMUNITY DEVELOPMENT AND ADVOCACY CENTER



SAINT MARY'S UNIVERSITY

BAYOMBONG, NUEVA VIZCAYA, PHILIPPINES

LINGKOD MARIA COMMUNITY DEVELOPMENT AND
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Signature Page

Prepared by:

Christopher Allen S. Marquez, PhD
Director

Vince Errol J. Lucas
In-Charge, IP Services Unit

Heidee P. Liclican
Secretary

Reviewed and Approved by:

Rev. Fr. Philip A. Yu, Jr., CICM
VP for Mission and Identity



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Office Vision-Mission

LMCDAC envisions to become a leading center in forming enlightened, healthy, just, and peaceful communities free from hunger, poverty, and all forms of exploitation. Its mission is to work with people whose lives are dominated by poverty, illiteracy, diseases, and other disadvantages. With a holistic and developmental approach, it strives to bring about positive changes in the quality of life of these people. It also chooses to work with sectors where the Institution's expertise is needed to bridge development in more significant communities.

Office Objectives

In the attainment of its vision, LMCDAC aims to:

1. Relentlessly pursue excellence in community extension services for local and global relevance and responsiveness;
2. Persistently challenge every Marian to explore and pursue relevant, innovative, and breakthrough ideas on community development and services through research and development undertakings;
3. Steadfastly participate in the CICM advocacies of promoting multi-ethnicity, social justice, peace, and Integrity of God's creation and in contributing to the attainment of sustainable development goals;
4. Conscientiously strengthen good governance and concordance among stakeholders for the sustenance of best practices in community extension and outreach activities;
5. Joyfully animate and care for one another - especially the least, the last, and the lost as a community inspired by Mother Mary to become faithful witnesses of Christ's mission;
6. Enhance community capacities to lead in sociocultural awareness, advocacy, education and training, and other issues that concern target extension communities; and
7. Forge external linkages and intra-unit partnerships to promote and empower needy and marginalized sectors of society.



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Office History

The merging of the Indigenous Knowledge and Tradition (IKAT) Center and the Community Extension and Services Center (CESC) in August 2019 eventually established the so-called Lingkod Maria Community Development and Advocacy Center (LMCDAC). This was primarily done to consolidate all Saint Mary's University community extension services. Lingkod Maria highlights Saint Mary's University's (SMU) brand identity under the Congregatio Immaculati Cordis Mariae (CICM). The term "advocacy" somehow embraces SMU's apostolate for the indigenous peoples – one of the Congregation's priority concerns. Before the merging, the CESC was under Mrs. Alicia Z. Jubay, and the IKAT was under Dr. Darwin Don M. Dacles.

The merging transpired with the solidification of the Vice President for Mission and Identity (VPMI) in CICM Philippine educational institutions, which articulated the desire to come as one body, as one Congregation. It underscores the need to surface in all the activities of CICM institutions the very reason for its existence. The LMCDAC is directly supervised by the Vice President for Mission and Identity. Therefore, the VPMI, through the LMCDAC, ensures the promotion of living out the CICM Catholic Identity and missionary spirituality in the various communities that SMU serves.

The LMCDAC serves as the clearinghouse of all outreach and community extension services of the six major schools and their flagship programs in the University, namely: School of Accountancy and Business (*PABookaS and Entrep sa Barangay*); School of Engineering, Architecture and Information Technology (*Tulungan sa Teknolohiya*); School of Health and Natural Sciences (Jesus Mobile Clinic); School of Teacher Education and the Humanities (*Nanumo nga Pagadalan*); School of Graduate Studies (The GIFTED Program); and the College of Law (Peace, Justice, and Human Rights Program). The apostolate for the indigenous peoples is interwoven in the University's outreach and extension flagship programs. These were the extension flagship programs until AY 2020-2021.

The challenges posed by the covid-19 pandemic brought to life a new extension program in 2020-2021. This program aims to address these challenges ranging from the safety of the front liners and elders to the learning of students/pupils. It is called the *Saranay* Program, which aims to provide aid and assistance. The program's four components are the Mobile Market, *Talged ken Salun-at*, *Tarigagay*, and *Tulong-Dunong*



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Projects. These are innovations to the flagship programs of each School. Henceforth, each project's activities were added to each extension program's portfolio to ensure sustainability. This program was one of the top three finalists during the *Gawad Edukampyon 2021*, organized by the Commission on Higher Education (CHED), Rex Education, and the Philippine Business for Social Progress.

There were changes and realignments in the advocacy and extension flagship programs of different schools/units/departments in 2021. The *Nanumo nga Pagadalán* was turned over to the Grade School Department, which they combined with AKLAT-their existing extension flagship project. The School of Teacher Education and Humanities crafted a new extension flagship project. It is the SILAWAM Project, which stands for Socio-Pastoral Integral Life and Wellbeing Advocacies and Ministry. The extension flagship project of the Junior High School Department is still the Marian Service-Learning System, and the Senior High School Department will lead the Disaster Risk Reduction Program of the University. Hence, the latter's extension flagship project is the KALASAG Project, which stands for *Kaagapay Laban sa Sakuna at Gabay sa Paghahanda*. The Center for Natural Sciences will lead in implementing Sustainable Environment Advocacy. The project is called the Marian Green Service Towards Environmental Protection and Sustainability or the Marian Green STEPS Project. Lastly, the I.P. Advocacy and Development Program is currently led by the IKAT Desk of LMCDAC through the *Dinnāda* Project.

Saint Mary's University has eight advocacy programs with 11 projects with all the above advancements. The eight advocacy programs are I.P. Advocacy and Development (*Dinnāda* Project), Hunger Alleviation (Feed My Lambs Project), Sustainable Environment (Marian Green STEPS), Disaster Risk Reduction (KALASAG Project), Health and Wellbeing (Jesus Mobile Clinic Project), Poverty Alleviation (*Tulungan sa Teknolohiya*, and *PABookAS and Entrep sa Barangay* Projects, Socio-Pastoral Ministry and Evangelization (SILAWAM Project), and Education for All (AKLAT, Marian Service Learning, and GIFTED Projects). The College of Law coordinates with the School of Teacher Education and Humanities for the Peace, Justice, and Integrity of Creation, and at the same time leads in the implementation of their extension flagship project which is the Legal Clinic. These advocacy programs were finalized during the Directorship of Dr. Christopher Allen S. Marquez, and the Research and Community Development Council officially approved these in AY2021-2022, and the Legal Clinic of the College of Law was introduced during the First Semester, 2023-2024.



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Personnel

| Name | Designation | Highest educational attainment |
|-------------------------------------|------------------------------------|---------------------------------------|
| <i>Christopher Allen S. Marquez</i> | <i>Director</i> | <i>PhD Educational Management</i> |
| <i>Vince Errol Lucas</i> | <i>In-Charge, IP Services Unit</i> | <i>MAT English</i> |
| <i>Heidee P. Liclican</i> | <i>Secretary</i> | <i>BS in Public Administration</i> |



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PART 1: HIGHLIGHT ACCOMPLISHMENT

I. Excellence

A. Marian Achievers

a. Professional Leadership

| Name | Agency/Organization | Nature of Involvement/ Appointment | Date |
|------------------------------|---------------------|---|-------------------|
| Christopher Allen S. Marquez | PAASCU | Chairperson (External Relations Area) Resurvey Visit to the Arts and Sciences, Elementary & Secondary Education, Business Education Programs of the University of La Salette, Inc., Santiago City, Isabela | October 2-3, 2023 |

II. Innovation

A. Research Initiatives

a. Research Production

| Name/s | Title of Research | Status |
|--|---|-----------|
| Christopher Allen S. Marquez, Vince Errol J. Lucas, Rodora P. Tipay, Candido Joseph T. Rosario Jr., Robert S. Aceret, Laurice Kaye P. Laguinday, Allan S. Guiab, | Presence, Implementation, Outcomes and Effectiveness of Community Development and Advocacy Programs of a Private Higher Education Institution | Completed |



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| | | |
|--|--|-----------|
| Heidee P. Liclican | | |
| Felipe V. Nantes, Jr. Haydee D. James, Sherwin A. Marciano Christopher Allen. Marquez | Project GREEN: The Marian Experience | Completed |
| Christopher Allen S. Marquez, Vince Errol J. Lucas, Rodora P. Tipay, Candido Joseph T. Rosario Jr., Robert S. Aceret, Laurice Kaye P. Laguinday, Allan S. Guiab, Heidee P. Liclican | Gender-Responsiveness of the Community Development Programs of a Private Catholic Educational Institution in the Philippines | Ongoing |

b. Research published in International / National Journals

**Kindly indicate if Scopus, ISI-indexed, Web of Science/Clarivate*

| Author/s | Title | Journal |
|---|--|---|
| Vince Errol J. Lucas Marites B. Querol | Lesson Videos as Multimodal Materials in SHS Online Classes Using English as MOI | <i>International Forum on Cultural Studies</i> , 3, 95-111. |

c. International and National Research Presentations

| Name/s | Title | Nature of Participation | Level | Organizer | Date |
|--|---|-------------------------|---------------|--|---------------|
| Mark C. Balonquita Haydee D. James Sherwin A. Marciano Christopher Allen S. Marquez Felipe V. Nantes | The Ecopedagogical Competence of Marian Educators: Prospect for Ecoliteracy, Ecophilia and Green Campus | Presenter | International | Huachiew Chalemprakiet University (10 th International Conference: Research to Serve Society) | June 29, 2023 |

B. Faculty, Staff and Student Development



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a. Faculty and Staff Activities

a.1 International Trainings/Seminars

| Name | Activity | Organizer | Nature of Participation | Date |
|------------------------------|---|------------------|-------------------------|--------------------------------|
| Christopher Allen S. Marquez | P2A Virtual Mobility: The United Nations Sustainable Development Goals 2023 | Passage to ASEAN | Coordinator | September 6 – October 11, 2023 |

a.2 National Trainings/Seminars

| Name | Activity | Organizer | Nature of Participation | Date |
|------------------------------|---|-----------|-------------------------|---------------------|
| Christopher Allen S. Marquez | 2023 Future Science Leaders' Forum | DOST-NAST | Participant | November 9-10, 2023 |
| | IP Solidarity Night: <i>Isang Puso para sa Katutubo</i> | CBCP-ECIP | Facilitator | December 13, 2023 |
| Vince Errol J. Lucas | IP Youth Summit | CBCP-ECIP | Co-organizer | October 25, 2023 |
| | IP Solidarity Night: <i>Isang Puso para sa Katutubo</i> | CBCP-ECIP | Facilitator | December 13, 2023 |

a.3 Regional Trainings/Seminars

| Name | Activity | Organizer | Nature of Participation | Date |
|------------------------------|--|----------------------|-------------------------|------------------|
| Christopher Allen S. Marquez | Lakbay Aral Tungo sa Kamalayan Cagayan Valley: Paralegal Session and Dialogue with Civil Society Organizations | CHR R2 | Participant | August 17, 2023 |
| Vince Errol J. Lucas | Capacity cum Training- | Commission on Higher | Participant | December 5, 2023 |



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| | | | | |
|--|---|-----------------------|--|--|
| | Workshop for CHRE Partners and Human Rights Advocates | Education Region 2 | | |
|--|---|-----------------------|--|--|

a.4 Institutional Trainings/Seminars

| Name | Activity | Organizer | Nature of Participation | Date |
|------------------------------|---|------------------------|-------------------------|-------------------|
| Christopher Allen S. Marquez | PANAGSAGANA 2023-2024 | SMU Junior High School | Resource Speaker | August 14, 2023 |
| | I-CARE: IFSU-Potia for Collaborative, Active, and Research-based Extension Services | IFSU-Potia | Resource Speaker | October 20, 2023 |
| | Seminar on IP Rights and Self-Determination | SMU LMCDAC SMU SSPD | Organizer | October 24, 2023 |
| | CHSF Week 2023: #BeatThePlasticPollution | SMU SCC | Speaker | November 22, 2023 |
| Vince Errol J. Lucas | Seminar on IP Rights and Self-Determination | SMU LMCDAC SMU SSPD | Organizer | October 24, 2023 |
| Heidee P. Licican | Document and Records Control Training | IDQAO | Participant | October 18, 2023 |
| | Environmental Awareness and Social Responsibility Webinar | ODSAS, SCC | Participant | November 22, 2023 |

b. Student Activities

| Name | Activity | Organizer | Nature of Participation | Date |
|--|---|------------------|-------------------------|----------------------------------|
| Christian Dave R. Menguis, Renee Dwi Permata Messakaraeng, Jerry G. Felix, Shane B. Donato, Joshe Gabriel P. Pablo, Junmark M. Carbonel, | P2A Virtual Mobility: The United Nations Sustainable Development Goals 2023 | Passage to ASEAN | Participant | September 6- October 11, 2023 |



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| | | | | |
|--|--|--|--|--|
| Valmin Joy B. Basilio, Marielle Angelique A. Catap, Kenneth R. Pasamonte | | | | |
|--|--|--|--|--|

C. Creative Works

a. Creative works exhibited/performed

| Name | Involvement | Creative Work |
|--|-----------------------|---|
| Zemaia Sen M. Paulino (Faculty) Marielle Camonayan (Student) Jay Khimlee Cacal (Student) John Lord Gaspar (Student) | Scriptwriters | Dalaydayan: A Musical Stage Play |
| Vince Errol Lucas (Faculty) | Composer and Arranger | Aagos din, San Agustin – Original music for the Dalaydayan Stage Play |
| | Composer and Arranger | Hilahil – Original music for the Dalaydayan Stage Play |
| | Composer and Arranger | Nahan – Original music for the Dalaydayan Stage Play |
| | Arranger | Ilog sa Langit – Original music for the Dalaydayan Stage Play |
| | Composer and Arranger | Along – Original music for the Dalaydayan Stage Play |
| Cherryenze Cutillon (Student) | Composer | Ilog sa Langit – Original music for the Dalaydayan Stage Play |

III. Communion

A. Linkages

a. Local Partnerships

a.1. LGU

| Partner/s | Nature of Partnership | Date Effectivity of | Duration of Partnership |
|--------------------------------------|-----------------------|---------------------|-------------------------|
| BLGU Communal, Solano, Nueva Vizcaya | Extension | August 11, 2023 | 5 years |



| | | | |
|---|------------------------|-------------------|---------|
| Baguingey Elementary School | | | |
| BLGU Masoc, Bayombong, Nueva Vizcaya, Sitio Pawak and Pawak Elementary School | Extension | August 23, 2023 | 5 years |
| Our Lady of Fatima Parish, Ibung, Villaverde | Extension | November 6, 2023 | 3 years |
| Kalahan Educational Foundation, Inc | Research and Extension | November 25, 2023 | 5 years |

B. Institutional Facts and Figures (3-year comparisons)

a. Impact Study Results (c/o LMCDAC or the academic deans)

Outcomes and Effectiveness of Extension Services

Mean per Levels of Evaluation According to Type of Respondents

| | | N | Mean | Std. Deviation |
|------------------|-----------------------------|-----|--------|----------------|
| Overall Reaction | Students/Alumni | 89 | 3.6242 | High Impact |
| | Faculty/Staff | 80 | 3.8389 | High Impact |
| | Community Residents/Trainee | 86 | 3.5749 | High Impact |
| | Total | 255 | 3.6749 | High Impact |
| Overall Learning | Students/Alumni | 89 | 3.6367 | High Impact |
| | Faculty/Staff | 80 | 3.8167 | High Impact |
| | Community Residents/Trainee | 86 | 3.5620 | High Impact |
| | Total | 255 | 3.6680 | High Impact |
| Overall Behavior | Students/Alumni | 89 | 3.6376 | High Impact |
| | Faculty/Staff | 80 | 3.7719 | High Impact |
| | Community Residents/Trainee | 86 | 3.6076 | High Impact |
| | Total | 255 | 3.6696 | High Impact |
| Overall Result | Students/Alumni | 89 | 3.5820 | High Impact |



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| | | | | |
|--------------|-----------------------------|-----|--------|-------------|
| Overall Mean | Faculty/Staff | 80 | 3.7950 | High Impact |
| | Community Residents/Trainee | 86 | 3.5000 | High Impact |
| | Total | 255 | 3.6212 | High Impact |
| | Students/Alumni | 89 | 3.6185 | High Impact |
| | Faculty/Staff | 80 | 3.8125 | High Impact |
| | Community Residents/Trainee | 86 | 3.5615 | High Impact |
| | Total | 255 | 3.6601 | High Impact |

Legend: 1.00-1.49=very low impact; 1.50-2.49=low impact; 2.50-3.49=moderate impact; 3.50-4.00=high impact

Mean per Level of Evaluation on each Extension Flagship Program

| | | N | Mean | QD |
|------------------|---------------------------------|-----|--------|-------------|
| Overall Reaction | Entrep sa Barangay (SAB) | 53 | 3.7317 | High Impact |
| | Medical Mission (SHANS) | 57 | 3.7544 | High Impact |
| | Tulungan sa Teknolohiya (SEAIT) | 45 | 3.5975 | High Impact |
| | Socio-Pastoral (STEH) | 54 | 3.6420 | High Impact |
| | Project GIFTED (SOGS) | 46 | 3.6256 | High Impact |
| | Total | 255 | 3.6749 | High Impact |
| Overall Learning | Entrep sa Barangay | 53 | 3.7107 | High Impact |
| | Medical Mission | 57 | 3.7661 | High Impact |
| | Tulungan sa Teknolohiya | 45 | 3.5852 | High Impact |
| | Socio-Pastoral | 54 | 3.5988 | High Impact |
| | Project GIFTED | 46 | 3.6594 | High Impact |
| | Total | 255 | 3.6680 | High Impact |
| Overall Behavior | Entrep sa Barangay | 53 | 3.7170 | High Impact |
| | Medical Mission | 57 | 3.7807 | High Impact |
| | Tulungan sa Teknolohiya | 45 | 3.5833 | High Impact |
| | Socio-Pastoral | 54 | 3.6250 | High Impact |
| | Project GIFTED | 46 | 3.6141 | High Impact |
| | Total | 255 | 3.6696 | High Impact |
| Overall Result | Entrep sa Barangay | 53 | 3.6604 | High Impact |
| | Medical Mission | 57 | 3.6632 | High Impact |
| | Tulungan sa Teknolohiya | 45 | 3.6400 | High Impact |
| | Socio-Pastoral | 54 | 3.5704 | High Impact |



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| | | | | |
|--------------|-------------------------|-----|--------|-------------|
| Overall Mean | Project GIFTED | 46 | 3.5652 | High Impact |
| | Total | 255 | 3.6212 | High Impact |
| | Entrep sa Barangay | 53 | 3.7089 | High Impact |
| | Medical Mission | 57 | 3.7393 | High Impact |
| | Tulungan sa Teknolohiya | 45 | 3.6032 | High Impact |
| | Socio-Pastoral | 54 | 3.6155 | High Impact |
| | Project GIFTED | 46 | 3.6139 | High Impact |
| | Total | 255 | 3.6601 | High Impact |

Legend: 1.00-1.49=very low impact; 1.50-2.49=low impact; 2.50-3.49=moderate impact; 3.50-4.00=high impact

IV. Christ's Mission

A. Christian Formation

a. Mass sponsorships

| Activity | Date |
|--|-------------------|
| Mass for the International Day of the World's Indigenous Peoples | August 9, 2023 |
| Simbang Gabi | December 19, 2023 |
| Ethnicity Mass | October 23, 2023 |

b. Liturgical activities/involvements

| Activity | Date |
|---|-------------------|
| Feast of the Nativity of the Blessed Virgin Mary | September 8, 2023 |
| <i>Bisita ni Inang</i> Maria and Feast of the Holy Rosary | October 11, 2023 |

B. Community Extension Services

a. Flagships Programs

- a.1.PABookaS and Entrep sa Barangay (SAB)
- a.2. Tulungan sa Teknolohiya (SEAIT)
- a.3. Marian Green STEPS (SHANS-CNS) & Jesus Mobile Clinic (SHNS)
- a.4. Nanumo nga Pagadalan (STEH)
- a.5. The GIFTED Program (SoGS)
- a.6. Legal Clinic (College of Law)
- a.7. KALASAG (Senior High School)
- a.8. Marian Service Learning (Junior High School)
- a.9. AKLAT (Grade School)



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C. Outreach Activities

| Activities | Organizer | Type of Beneficiaries | Total Number of Beneficiaries | Total Number of Donors | Type of Donation | |
|---|--|---|-------------------------------|------------------------|---------------------|-------------------------|
| | | | | | Cash (total amount) | In-kind (kind/quantity) |
| IP ADVOCACY AND DEVELOPMENT PROGRAM | | | | | | |
| 1. IP Scholarship | SMU CBCP-ECIP | IP Students | 11 | Three agencies | - | - |
| 2. Ethnicity and Museum Week Celebration | LMCDC IP Services Unit In-Charge | - | - | - | - | - |
| 3. Inter-Cultural Sharing cum Ethnic Attire Showcase | CFED | SMU students | - | - | - | - |
| HUNGER ALLEVIATION PROGRAM | | | | | | |
| 4. NAP Feeding Program | NAP | Residents of Prk. Gonggongob, Cabuluan, Villaverde, N.V | 50 | 84 | - | Healthy snacks |
| SUSTAINABLE ENVIRONMENT PROGRAM | | | | | | |
| 5. SHS One Tree, One Student Agro-forest Project (Tree Planting Activity) | SHS | - | - | - | - | - |
| 6. MedTechs Go Green | SHANS Philippine Society of MedTech Students-SMU Chapter | - | - | - | - | Bamboo trees |
| 7. CHSF Brigade August 12, 2023 | LMCDAC | Marian community | - | - | - | - |
| 8. JHS CHSF Brigade | JHS | Marian community | - | - | - | - |
| 9. SHS Brigada Eskwela | SHS | Marian community | - | - | - | - |
| 10. SAB Tree Planting and Clean-up drive at Masoc | SAB | - | - | - | - | 150 seedlings |
| 11. Tree Planting at Masoc (NSTP w/ SEAIT- | NSTP SEAIT- | - | - | - | - | 200 seedlings |



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| Activities | Organizer | Type of Beneficiaries | Total Number of Beneficiaries | Total Number of Donors | Type of Donation | |
|--|--|--|-------------------------------|------------------------|------------------|---|
| SEAIT students) | MICRO Junior Philippine Computer Society | | | | | |
| 12. Site Clearing at Masoc, Bayombong, N.V | NSTP | - | - | - | - | - |
| DISASTER RISK REDUCTION PROGRAM | | | | | | |
| 13. Ligtas na Barangay Project (DRRM Signages Posting along the Barangay Road) | SHS- Research and DRR Depat. | Residents of Brgy. Ipil-cuneg | - | - | - | Safety signages |
| 14. Tulong Maria: GSD Giving of Donations for the Victims of Typhoon Egay | GSD | Victims of Typhoon Egay | - | - | - | Clothes goods |
| HEALTH AND WELL-BEING PROGRAM | | | | | | |
| 15. 4th Bayongyong Festival Fun Run, Fun Bike, Zumba, and BINGO Bonanza | AAO | Scholars of SMUHSGSA AI | 5 | - | - | - |
| 16. World Pharmacist Day Celebration with Community Extension Service (OTC Medicine Distribution) - SMU and Solano and Bayombong Public Market | SHANS- Pharmacy Dept. | SMU-LDRs, Security Guards and people of Solano Public Market | 300 | 31 | - | 300 packs of OTC medicines |
| 17. Medical, Dental, Optical Mission at Bonfal West, Bayombong | SHANS- Pharmacy Dept. | Residents of Bonfal West, Bayombong, N.V. | - | | - | Medicines, vitamins, and pain killers for dental procedures |
| 18. Jesus Mobile Clinic 2023: Medical Mission for Prk. Gonggongob residents | SHANS LMCDAC | Residents of Prk. Gonggongob, Cabuluan, Villaverde, N.V. | 50 | - | - | Medicines and vitamins |
| 19. San Nicolas Medical Mission | SHANS- Pharmacy Dept. | Residents of San Nicolas, Bayombong, N.V. | - | - | - | Free medicines and free check-up |



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|---|---------------------------------------|--|-------------------------------|------------------------|------------------|------|
| POVERTY ALLEVIATION PROGRAM | | | | | | |
| 20. CICT- Worskshop on Roadmap Formulation and Capacity Development | CICT | Employees of LGU Dupax del Norte-ICT Office | - | - | - | - |
| 21. Pawak Needs Assessment | JHS | Community of Pawak, Bayombong, N.V. | - | - | - | - |
| 22. Livelihood Training on Wine and Vinegar Making for Sitio Masina | SAB SHANS-CNS SEAIT-TTBDO SoGS LMCDAC | women of Sitio Masina, Baretbet, Bagabag, N.V. and TIBIK, Inc. | 26 | - | - | - |
| 23. Collaborative Seminar on Entrepreneurship, Marketing Management and Business Organization and Management - for Sitio Masina | SoGS SAB | women of Sitio Masina, Baretbet, Bagabag, N.V. and TIBIK, Inc. | 26 | - | - | - |
| 24. Livelihood Training on Chayote Pickles Production for Prk. Gonggongob | SAB SHANS-CNS SEAIT-TTBDO SoGS LMCDAC | Residents of Prk. Gonggongob, Cabuluan, Villaverde, N.V | 15 | - | - | - |
| 25. Collaborative Seminar on Entrepreneurship, marketing Management and Business Organization and Management - for Purok Gonggongob | SoGS SAB | Residents of Prk. Gonggongob, Cabuluan, Villaverde, N.V | 15 | - | - | - |
| 26. Livelihood Training on Miki and Siomai Making for TIBIK, Inc. | SAB | TIBIK-NV, Inc. | - | - | - | - |
| 27. Outreach Activity | STEh | Poblacion | 40 | | - | Rice |



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|--|----------------|---|-------------------------------|------------------------|------------------|-----------------------------|
| with Financial Literacy Seminar - Poblacion Farmer Laboreres Association | SAB NAP | Farmer Laborers' Association- Villaverde, N.V | | | | (4cavans) Noodles, snacks |
| 28. Food Safety Seminar | SAB-HTM Dept. | SMU canteen staff and vendors | - | - | - | - |
| 29. Entrepreneurs for the Environment: Leading the Green Revolution | SAB SoGS | MSMEs SMU-students vendors | 107 | - | - | - |
| 30. Adopt a Tourist Spot: Mangkeleb Hill | SAB | - | - | - | - | - |
| 31. Adopt a Tourist Spot: Batad, Benguet | SAB | - | - | - | - | - |
| 32. Seminar on Information Security: A Community Services Learning Activity (F2F) | SoGS | MIT and IT students from SMU, AC, NVSU | 29 | - | - | - |
| 33. Turn-over of Seed Money to Prk. Gonggongob Farmers Association | SAB | Prk. Gonggongob Farmers Association | - | - | 10,000.00 | - |
| 34. Livelihood Skills Training on Bookkeeping (PaBOOKas) and Fishball Making | SAB-HTM Dept. | TIBIK-NV, Inc. members | - | - | - | - |
| 35. Seminar on Software Development: Its issues, problems, and challenges (online) | SoGS | MIT and IT students from SMU, AC, NVSU | 51 | - | - | - |
| 36. Food Safety Seminar (Part 2) with examination and certification | SAB-HTM Dept. | SMU canteen staff and vendors | - | - | - | - |
| 37. Electrical Wiring Installation | SEAIT | Residents of Sitio Masina, Beretbet, Bagabag, N.V | 5 households | - | - | Installed electrical wiring |
| SOCIO-PASTORAL MINISTRY AND EVANGELIZATION PROGRAM | | | | | | |
| 38. SHS-SEAIT Presentation of Floorplan and | SHS SEAIT STEH | Residents of Pawak, Bayombong, | - | - | - | - |



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|---|------------------------------|--|-------------------------------|------------------------|------------------|-----------------------------|
| perspective of the Chapel for the Help Build the Church Project | LMCDAC | N.V | | | | |
| 39. SHS Sunday Fellowship at Ipil-Cuneg | SHS | Residents of Ipil-cuneg, Bayombong, N.V. | - | - | - | - |
| 40. KATATAGAN: Psychoeducation Resilience Program for Persons Deprived of Liberty | STEh- Psychology Dept. | PDLs of NVPJ | 44 | - | - | - |
| 41. Giving of Cash Donations for the Feast of St. Vincent de Paul of St. Damien De Molakai Parish | GSD | St. Vincent de Paul | - | - | 3,600.00 | - |
| 42. 38. Giving of Cash Donations for St. Dominic Parish Gymnasium | GSD | St. Dominic Parish Gymnasium | - | 33 | 2,800.00 | - |
| 43. Help Build the Church Project: Turnover of Cash Donation | SHS | Residents of Pawak, Masoc, Bayombong, N.V | - | - | 100,500.00 | - |
| 44. SK Capacitation Seminar and Forum | STEh-SSPD Dept. | SK candidates | 82 | - | - | - |
| 45. STEh-CJED Jail Visitation | STEh-SSPD, CJED & PE Dept. | PDLs of Solano District Jail | 300 | - | - | - |
| 46. SHS Ground Breaking at Pawak, Masoc, Bayombong, N.V: Help Build the Church Project | SHS JHS STEh LMCDAC | Residents of Pawak, Masoc, N.V | - | - | - | - |
| 47. Prison Awareness Month-Gift-Giving | GSD | PDLs of NVPJ | 62 | - | - | Toiletries and hygiene kits |
| 48. Takbokasyon | CFED | - | - | - | - | - |
| EDUCATION FOR ALL PROGRAM | | | | | | |
| 49. Donation of ABM Books (used books) and Magazine | SAB | Senior High School Students of Our Lady of | - | - | - | 200 pcs. Of books |



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| Activities | Organizer | Type of Beneficiaries | Total Number of Beneficiaries | Total Number of Donors | Type of Donation | |
|---|-----------------------------------|--|-------------------------------|------------------------|------------------|-----------------|
| | | Fatima, Villaverde | | | | |
| 50. DOST Back-to-School Project | DOST-SEI SoGS LMCDAC | Pupils of Sitio Masina, Baretbet, Bagabag, N.V. | 30 | 22 | - | School supplies |
| 51. Seminar-Workshop on Pantayong-Pananaw: Foundation in Fostering Cultural Understanding and Unity | STEH SoGS LMCDAC | Filipino and Araling Panlipunan teachers | - | - | - | - |
| 52. Literacy Activities | STEH-CFED Dept. MSO CCMV | Children of Prk. Gonggongob, Cabuluan, Villaverde, N.v | 20 | - | - | - |
| OTHER OUTREACH ACTIVITIES | | | | | | |
| 53. Pamaskong Handog | | | | | | |
| a. GSD | GSD | Pupils of Baguingey ES, Solano, N.V | 154 | - | - | School supplies |
| b. JHS -Pawak community -Pawak ES | JHS | Residents of Pawak, Masoc, N.V Pupils of Pawak ES | 117 96 | - | - | Gift packs |
| c. SHS | SHS | Residents of Ipil-Cuneg, Bayombong, N.V | 200 households | - | - | Gift packs |
| d. SAB | SAB | Residents of Lupa, Kasibu, N.V | 53 | - | - | Gift packs |
| e. SEAIT | SEAIT | Residents of Sitio Masina, Baretbet, Bagabag, N.V | 30 households | - | - | Gift packs |
| f. SHANS & SoGS | SHANS SoGS | Elementary learners of | 110 | - | - | Gift packs |



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| Activities | Organizer | Type of Beneficiaries | Total Number of Beneficiaries | Total Number of Donors | Type of Donation | |
|--|-------------------------|---|--------------------------------|------------------------|------------------|--|
| | | Imugan Sta. Fe, N.V | | | | |
| g. STEH | STEH | Residents of Prk. Gonggongob, Cabuluan, Villaverde, N.V | 59 households | - | - | Gift packs |
| h. CJED | CJED | Residents of Sitio Kakilingan, Buenavista, Bayombong , N.V. | 43 children 67 households | - | - | Gift packs |
| i. NSTP | NSTP | Learners of Bansing ES and Ammococan ES; | 182 learners 142 households | - | - | Gift packs and school supplies |
| j. NAP | NAP | SMU Security Guards, Coop Personnel, Project Employee | 80 | 106 | - | Gift packs |
| k. SCC & DOST Scholars | SCC DOST | St. Damien Church, Ambaguio | 25 families 50 children | - | - | Noche Buena package and school supplies |
| l. Inang Maria Ladies Dormitory | Inang Maria Ladies Dorm | Indigent children of Upper Magapoy, Bayombong, N.V | 18 | - | - | Christmas gifts |
| m. NSTP-LMCDAC Donation of Bags and School Supplies/Action Planning & Data Gathering | NSTP LMCDAC | Learners of Villa Par Pale ES, Villaverde, N.V | 55 | - | - | School supplies |
| n. Feeding Program and Gift Giving for Malnourished Chikdren at Beti, | SHANS-Pharmacy Dept. | Malnourished Children of Beti, Aritao, N.V aged 3 to 7 yrs. old | 44 | - | - | Nutritious meals, MV and ascorbic acid and gifts |



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| Activities | Organizer | Type of Beneficiaries | Total Number of Beneficiaries | Total Number of Donors | Type of Donation | |
|--|---------------------------|--|-------------------------------|------------------------|------------------|------------------------|
| Aritao, N.V | | | | | | |
| o. Pawak ES Outreach | JHS-STAR Dept. & MST Club | Pupils of Pawak Elementary School | 94 | - | - | School supplies |
| p. GSD Giving of School Supplies to pupils of Baguingey ES | GSD | Pupils of Baguingey Elementary School | 154 | - | - | Books 712 pcs. pencils |
| q. JHS Caroling for a Cause | JHS | Pawak ES and Community, PDLs | - | - | | - |
| r. SCC & SSPD Outreach at Belet Day Care Center | SCC STEH-SSPD LMCDAC | Pupils of Belet Day Care Center, Kasibu, N.V | 30 | - | - | School supplies, boots |
| s. SHS Gift-giving to PDLs of NVPJ | SHS | PDLs of NVPJ | 61 | - | - | giftpacks |

D. Engagements with the Diocese of Bayombong

a. POPSAD

IV. Other Highlights

A. Alumni Involvements, Projects, and Activities

| Title of Activity | Date |
|--|----------------|
| Bayongyong Festival Fun Run, Fun Bike, Zumba and Bingo ng Bayan 2023 | August 5, 2023 |



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PART 2: OFFICE ROUTINE WORK

Requests from External Partners/Agencies

| Name of External Partner/ Agency | Request | Cooperating Unit | Number of Recipients |
|---|---------------------------------------|-------------------------|-----------------------------|
| Belet Child Development Center | School supplies, umbrellas, raincoats | STEH-SSPD & SCC | 30 pupils |



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PART 3: MONITORING REPORT

Goal 1: Fortified Catholic Identity and CICM Mission

Strategic Objective 1.1: The university manifests holistic development of employees and students.

| Strategic Activity | Year 3 Target | Tactical Activity | Culmination Date | Accomplishment Status (Accomplished, Ongoing, Not Accomplished) | Major Contributing Factors (if accomplished) | Major Hindering Factors (if not accomplished) | Area of Improvement | Evidence |
|---|--|---|------------------|--|---|--|---------------------|----------------------|
| Christian Formation Program 1) Faith Celebration (Meaningful Liturgical Celebrations) a. Marian feasts and solemnities | At the end of A.Y. 2023-2024, LMCDAC staff shall have participated in at least one Marian feasts and solemnities | Attending scheduled Marian feasts and solemnities | May 2024 | Accomplished | Invitation from the Campus Ministry | | | Communication Letter |



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| b. Novena Mass | A.Y. 2023-2024, LMCDAC staff have attended at least one novena masses | Attending scheduled Novena mass | May 2024 | Accomplished | Invitation from the Campus Ministry | | | Communication Letter |
| c. Misa de gallo | At the end of A.Y. 2023-2024, LMCDAC staff have participated in at least 1 <i>misa de gallo</i> | Attending scheduled <i>misa de gallo</i> | December 2023 | Accomplished | Invitation from the Campus Ministry | | | Communication Letter |
| d. Stations of the Cross | At the end of A.Y. 2023-2024, LMCDAC staff have participated | Attending the scheduled Station of the Cross | April 2023 | | | To be scheduled by Campus Ministry | | |



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| | in at least 1 Station of the Cross during the Lenten Season | | | | | | | |
| e. Mass of the Holy Spirit | At the end of A.Y. 2023-2024, LMCDAC staff have participated in 1 Mass of the Holy Spirit | Attending the Scheduled Mass of Holy Spirit | August 2023 | Accomplished | Invitation / Memo from the Campus Ministry | | | Communication Letter |
| f. <i>Bisita ni Inang Maria</i> | At the end of AY 2023-2024, LMCDAC staff have attended in 1 <i>Bisita ni Inang Maria</i> | Attending the scheduled <i>Bisita ni Inang Maria</i> | October 2023 | Accomplished | Invitation from the Campus Ministry | | | Communication Letter |



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| | (Rosary) | | | | | | | |
| g. Recollection | At the end of AY 2023-2024, LMCDAC staff have attended 1 recollection | Attending the scheduled recollection | May 2024 | | | To be scheduled by the Campus Ministry | | |
| 2. Faith Formation (Relevant Religious Education) a. Interreligious dialogue/interfaith dialogue | At the end of AY 2023-2024, LMCDAC staff have attended 1 interreligious / interfaith dialogue | Attending the scheduled interreligious / interfaith dialogue | May 2024 | | | | | |



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| 3. Faith Com muni ty (Ani mati ng Com muni ty) | At the end of AY 2023- 2024, 2 LMCDAC organized masses shall have been attended by employees and students | Organizin g the Internatio nal Day of the World's Indigeno us Peoples Mass | August 2023 | Accomplished | Scheduling and announcing of the schedule thru a circular | | | Poster |
| | | Organizin g the Ethnicity Mass | October 2023 | Accomplished | Scheduling and announcing of the schedule thru a circular | | | Narrativ e and Docume ntation Report |

Goal 2: Intensified SMU's culture of academic excellence

Strategic Objective 2.1: The university manifests academic excellence and prestige.

| Strategic Activity | Year 3 Target | Tactical Activity | Culmination Date | Accomplishment Status (Accomplished, Ongoing, Not Accomplished) | Major Contributing Factors (if accomplished) | Major Hindering Factors (if not accomplished) | Area/s of Improvement | Evidence |
|-----------------------|------------------|----------------------|---------------------|---|--|---|--------------------------|----------|
| Staff Developmen | | | | | | | | |



| | | | | | | | | |
|--|--|-------------------------------------|-----------------|---------------------|---------------------------------|--|--|-----------------------------|
| <p>Program</p> <p>1) ICT trainings for staff</p> <p>2) Public relations / Personality enhancement trainings for staff</p> <p>3) Occupational health and safety trainings</p> <p>4) Job-Related Trainings</p> | <p>At the end of AY 2023-2024, LMCDAC staff attended at least 1 training/seminar</p> | <p>Attending scheduled training</p> | <p>May 2024</p> | <p>Accomplished</p> | <p>Invitation from the HRDO</p> | <p>To be scheduled by HRDO</p> <p>To be scheduled by HRDO</p> <p>To be scheduled by HRDO</p> | | <p>Communication Letter</p> |
| <p>SMU Integral Growth & Lifestyle Advocacy (SIGLA) Program</p> <p>1) SMU</p> | <p>At the end of</p> | <p>Scheduled</p> | <p>May 2024</p> | | | <p>To be scheduled by</p> | | |



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|---|---|---|----------|--|--|-------------------------|--|--|
| Integral & Lifestyle Advocacy (SIGLA) Program | AY 2023-2024, LMCDAC staff participated in at least one sports or cultural activity | SIGLA activity | | | | HRDO | | |
| 2. Personal Development Trainings | AY 2023-2024, LMCDAC staff attended at least one personal development training | Scheduled personal development training | May 2024 | | | To be scheduled by HRDO | | |

Specific Objective 2.2: The University provides upgraded, adequate, accessible, and structurally sound physical facilities and teaching learning areas.

Strategic Outcome 2.2.1: Conducive learning environment is ensured.



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| Strategic Activity | Year 3 Target | Tactical Activity | Culmination Date | Accomplishment Status (Accomplished, Ongoing, Not Accomplished) | Major Contributing Factors (if accomplished) | Major Hindering Factors (if not accomplished) | Area/s of Improvement | Evidence |
|---|---|--|------------------|--|--|--|-----------------------|----------------------------|
| CHSF Program 1) Green Campus Project (Planting of ornamental trees on campus / landscaping) | At the end of AY 2023-2024, 20 trees on campus should have been planted | Organizing an on-campus tree planting (ornamental plants) activity | May 2024 | | | | | |
| 2. Environmental Education Project | At the end of AY 2023-2024, one environmental education activity has been conducted | Organizing an environmental education forum/symposium | May 2024 | Accomplished | It was included in the utilization of faculty research | | | Narrative Report / Program |
| 2. Facilities | At the end | Reporting | May 2024 | Accomplished | All office | | | Request |



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| s Issues / Concern Reporting Program | of AY 2023- 2024, LMCDAC shall have reported and endorsed office facility concerns and issues. | and submittin g office facility concerns and issues | | | concerns related to facilities etc were reported to corresponding offices | | | letters / Google forms submitte d to PPPDMO, CETSO and CICT |
|---|---|--|--|--|---|--|--|--|

Specific Objective 2.2: The University provides upgraded, adequate, accessible, and structurally sound physical facilities and teaching learning areas.

Strategic Outcome 2.2.2: Excellent learners' service is assured

| Strategic Activity | Year 3 Target | Tactical Activity | Culmination Date | Accomplishment Status (Accomplished, Ongoing, Not Accomplished) | Major Contributing Factors (if accomplished) | Major Hindering Factors (if not accomplished) | Area/s of Improvement | Evidence |
|--|------------------|----------------------|---------------------|---|--|---|--------------------------|----------|
| Facilities and Teaching Learning | | | | | | | | |



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| Areas Upgrade Program 1) Enhanced Records Management Program campus / landscaping | At the end of AY 2023-2024, LMCDAC shall have operationalized the system produce by BSIT thesis writers/ systems developers | Deploying and installing the system in the LMCDAC computer units | May 2024 | Ongoing | The system is currently being re-developed by the University's programmer | The IT students who designed the system already graduated from SMU | | |
|---|---|--|----------|---------|---|--|--|--|

Specific Objective 2.2: The University provides upgraded, adequate, accessible, and structurally sound physical facilities and teaching learning areas.

Strategic Outcome 2.2.3: Physical facilities are adequate, accessible, and structurally sound.



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| Strategic Activity | Year 3 Target | Tactical Activity | Culmination Date | Accomplishment Status (Accomplished, Ongoing, Not Accomplished) | Major Contributing Factors (if accomplished) | Major Hindering Factors (if not accomplished) | Area/s of Improvement | Evidence |
|--|--|---|------------------|--|--|---|-----------------------|--------------------------------|
| Physical Plant and Facilities Development Program 1) Revitalizing the University Museum a) Fund Drive | At the end of AY 2023-2024, at least one fund drive has been conducted | Organizing the <i>Teatro Katutubo</i> as a fundraising activity | October 2023 | Accomplished | The Teatro Katutubo staged <i>Dalaydayan</i> as a fundraising activity | | | Narrative Report |
| b. Creating the University Museum | At the end of AY 2023-2024, have been | Renovation of <i>Museo de Maria's</i> first | May 2024 | Ongoing | A design plan and cost estimates were already provided by | The actual renovation may be implemented in different | | Design plan and cost estimates |



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| | 75% completed | floor | | | the contractor | phases | | |
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Goal 3: SMU's transformative engagement with the local and global communities

Specific Objective 3.3: The University enhances social benefits derived through mobilization of research knowledge, creative endeavors and inventions for community development.

| Strategic Activity | Year 3 Target | Tactical Activity | Culmination Date | Accomplishment Status (Accomplished, Ongoing, Not Accomplished) | Major Contributing Factors (if accomplished) | Major Hindering Factors (if not accomplished) | Area/s of Improvement | Evidence |
|--|--|--|--------------------------------|--|---|--|-----------------------|----------|
| 1) Community Profiling Project a) Community Profiling | At the end of AY 2023-2024, three adopted communities have been profiled | Signing of MOA Conducting community | September 2023 May 2024 | Accomplished Ongoing | Coordination with the partner community / agency The community profiling and | The manuscript is | | MOA |



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| | | ty profiling activity | | | needs assessment were done altogether | currently being prepared by the Junior High School Department | | |
| b. Needs Assessme nt | At the end of AY 2023- 2024, three identified needs have been assessed | Conducti ng communi ty needs assessme nt activities | May 2024 | Ongoing | The needs assessment was already conducted | The manuscript is currently being written by the Junior High School Department | | |
| c. Project Proposal | At the end of AY 2023- 2024, 2 project proposals have been crafted | Crafting project proposals | December 2023 | Accomplished | Collaboration among different units/departm ents | | | Project proposal s |
| d. Social Auditing /Accounti ng | At the end of AY 2023- 2024, one outcome / impact | Conducti ng a review of related literature and | September 2023 | Accomplished | It was submitted as evidence for CHED Autonomous Status | | | Research Manuscri pt |



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| | assessment has been conducted | studies on the effectiven ess and responsiv eness of extension Programs Gathering , analyzing, and interpreti ng data on the effectiven ess and responsiv eness of extension programs | | | Application | | | |
| 2) Research- Based | | | | | | | | |



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| Linkage Projects a) Utilizing project WEALTH and other research outputs in the community | At the end of AY 2023-2024, 5 research outputs have been utilized | Coordinating with URC for the identification and monitoring of the utilization of Project WEALTH researches in the community Designing and implementing a collaborative framework | May 2024 May 2024 | Accomplished | The research dissemination of community-based researches was scheduled on in November 2023 | | | List of disseminated researches from URC |
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| | | between URC and LMCDAC to maintain and monitor the conduct and utilization of extension research results. | | | | | | |
| b) Undertaking joint researches (outside Project WEALTH) | At the end of AY 2023-2024, LMCDAC shall have produced and disseminated one research | Conducting a review of literature and studies on gender responsiveness of extension services | May 2024 | Ongoing | | The research proposal is currently being written | | |



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| | undertaking | Gathering , analyzing, and interpreting data on gender responsiveness of extension services | | | | | | |
| 3) Extension-Based Linkage Projects | At the end AY 2023-2024, at least two extension programs have been forged and operationalized. | Coordinating with URC regarding the utilized research outputs Monitoring the implementation of the extension | May 2024 | Accomplished | The research dissemination of community-based researches was scheduled on in November 2023 | | | List of disseminated research er from URC |



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| | | based linkage projects | | | | | | |
| 4) IP Development and Advocacy Program a) Providing scholarships for IP Students (funded by CBCP ECIP) | At the end of AY 2023-2024, 11 IP scholars have been enrolled | Assisting the five new IP scholars and the six continuing scholars | May 2024 | Ongoing | The 6 old and continuing IP Scholars are being assisted in an academic year basis | The CBCP-ECIP did not send IP scholars, and mentioned that the 5 new IP scholars | | Billing Statement |
| b. Partnering with NCIP and ICC Leaders on IKSPs and Customary | At the end of AY 2023-2024, at least 2 FPIC processes have been facilitated | Consulting and meeting with NCIP (and FPIC Focal Persons) for the | May 2024 | Accomplished | The NCIP RO-2 mentioned that the third and final reading of the new guidelines in conducting IKSP | | | Communication letter |



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| Laws (to facilitate the FPIC process) | | Memorandum of Agreement | | | researches is yet to be scheduled | | | |
| c. Conducting Ethnicity and Museum Week Celebration | At the end of AY 2023-2024, one ethnicity and museum week has been conducted | Organizing the Ethnicity and Museum Week celebration | October 2023 | Accomplished | Collaboration among different schools / units | | | Narrative Report |
| d. Conducting IPED Training and Capacitation | At the end of AY 2023-2024, one IPED training/capacitation has been conducted | Organizing an IPED training / capacitation (Training Workshop for Indigenous Peoples' | May 2024 | | | | | |



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| | | (IP) Educators in Compliance with CHED Memorandum Order No. 2, s. 2019: Integration of Indigenous Peoples' (IP) Studies/Education into the Relevant Higher Education Curricula) | | | | | | |
| e) Operationalizing international | At the end of AY 2023- | Collaborating with | May 2024 | Accomplished | Communication between PERIO and | | | Narrative Report |



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| nal extension collaborat ions | 2024, one internationa l extension collaboratio n has been operationali ze d | PERIO for the operation alization n of MOA relative to extension and communi ty developm ent | | | LMCDAC | | | |
| f. Developin g a (curriculu m or subject) on Indigenou s Peoples Education | At the end of year 3, 25% of the curriculum developmen t process have been accomplishe d | Preparing the CHED requirem ents to offer IP Education / Studies Benchma rking in partner HEIs that offer | May 2024 | | | | | |



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| | | IP Education / Studies | | | | | | |
| g) Document ing the communit y developm ent activities of LMCDAC in the partner communit ies | At the end of AY 2023- 2024, two coffee table books and 1 video describing the community developmen t activities in the partner communitie s have been produced | Consolida ting all communi ty developm ent activities Writing of script and stories Producin g coffee table books and a video | May 2024 | | | | | |
| Service- Learning Paradigm 1) | At the end | Identifyin | May 2024 | | | | | |



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| Incorporating community immersion in the course objectives / community-related researches as references in the course syllabi | of year 3, 5 course syllabi have been updated | g conducted community based researches Identifying course syllabi to update based on the community based research Updating the course objective or reference of the identified | | | | | | |
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| | | course syllabi | | | | | | |
| CICM Advocacy Programs 1) Hunger Alleviation Program a) Feed My Lambs Project | At the end of AY 2023-224 5 Marian students are recipients of the Feed My Lambs Project | Collaborating and partnering with concessionaires for the provision of food to five identified recipients | May 2024 | Ongoing | Students are currently availing the meal assistance. | | | List of Feed My Lambs scholars |
| b) Feeding Program | At the end of AY 2023-2024, 2 | Organizing feeding activities | May 2024 | | | | | |



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| | feeding activities have been conducted in the two partner communities / other communities | in the two partner communities | | | | | | |
| 2) Sustainable Environment Program a) One student/employee, one tree Project | At the end of AY 2023-2024, there are 1000 trees planted and maintained by students | Organizing tree planting activities | May 2024 | | | | | |



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| b) Environm ental Education Project | At the end of AY 2023- 2024, two environmen tal education activities have been conducted | Organizin g environm ental education forum / seminars | May 2024 | Accomplished | It was included in the utilization of faculty research | | | Narrativ e Report / Program |
| 3) Disaster Risk Reduction Program a) DRRM Trainings / Capacitati on | At the end of AY 2023- 2024, one DRRM Training / Capacitatio n has been organized | Organizin g DRRM Training / Capacitati on | May 2024 | | | | | |
| 4) Health and | | | | | | | | |



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| Wellbeing Programs a) Medical Mission | At the end of AY 2023-2024, two medical mission activities have been conducted | Organizing medical mission activities at the partner communities Conduct water content analysis at Sitio Masina, Baretbet, Bagabag | May 2024 | | | | | |
| 5) Poverty Alleviation Program a) Entrepreneurial Skills Development | At the end of AY 2023-2024, two entrepreneurial | Organizing entrepreneurial activities / | May 2024 | Accomplished | Collaboration among units together with the partner communities | | | Narrative report |



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| | activities have been conducted | livelihood trainings with the residents of Gonggong ob, Cabuluan, Villaverde and Sitio Masina, Baretbet, Bagabag | | | | | | |
| b) Technical / Technological Skills Development | At the end of AY 2023-2024, two technical / technological skills development have been conducted | Developing / building a water reservoir at Gonggong ob, Cabuluan, Villaverde | May 2024 | Ongoing | | The community is currently working on the base where the water tank will be installed | | |



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| 6) Socio-Pastoral Ministry and Evangelization Program | At the end of AY 2023-2024, two socio-pastoral ministry and evangelization have been conducted | Conducting socio-pastoral ministry and evangelization (interfaith sharing) activities | May 2024 | | | | | |
| | | Coordinating with the quasi parish of La Torre and supervising the construction of the Pawak | May 2024 | Accomplished | Collaboration between the quasi parish of La Torre and SMU | | | Narrative Report |
| | | Coordinating with OLF | May 2024 | Accomplished | There was coordination | | | |



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| | | Villaverde for the construction of St. Francis of Assisi Chapel at Gonggongob, Villaverde | | | between SMU and OLF Villaverde. The construction will take place once needed documents are completed by OLF Villaverde | | | |
| 7) Education-for-All Program | At the end of AY 2023-2024, four education-for all activities have been conducting | Organizing literacy and donation (school supplies) activities | May 2024 | | | | | |
| Outreach Activities 1) Pamaskong handog | At the end of | Organizing gift | December 2023 | Accomplished | Units / schools | | | Narrative Report |



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| | AY 2023-2024, four dole-out activities have been implemented / conducted | giving activities Processing outreach requests of external partners | | | organized pamaskong handog activities | | | |
| 2) Tulong Maria Project | At the end of AY 2023-2024, one <i>Tulong Maria</i> project has been organized | Responding / Providing assistance to disaster-afflicted communities | May 2024 | Accomplished | Responding to the request of Belet Child Development Center | | | Narrative Report |
| 3) Sagip Maria Project | At the end of AY 2023-2024, one <i>Sagip Maria</i> has been organized | Responding to requests for assistance from Marian students and | May 2024 | | | | | |



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| | | employee s | | | | | | |
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Specific Objective 3.4: The University expands and sustains transformative collaborations with local and international partners.

| Strategic Activity | Year 3 Target | Tactical Activity | Culmination Date | Accomplishment Status (Accomplished, Ongoing, Not Accomplished) | Major Contributing Factors (if accomplished) | Major Hindering Factors (if not accomplished) | Area/s of Improvement | Evidence |
|---|--|-------------------------|------------------|--|---|--|-----------------------|----------|
| Local and International Linkage Program 1) Crafting a linkage implementation plan on instruction, research, and extension | At the end of AY 2023-2024, one unit with linkages have crafted a linkage implementation | Coordinating with PERIO | May 2024 | Ongoing | | | | |



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| | plan and updated annually | | | | | | | |
| 2) Monitorin g the implemen tation of local and internatio nal partnershi p agreemen ts | At the end of AY 2023-2024, 100% of the partnership agreements have been monitored | Coordinat ing with PERIO | May 2024 | Ongoing | | | | |

Specific Objective 3.6: The University optimizes and sustains alumni support.

| Strategic Activity | Year 3 Target | Tactical Activity | Culmination Date | Accomplishment Status (Accomplished, Ongoing, Not Accomplished) | Major Contributing Factors (if accomplished) | Major Hindering Factors (if not accomplished) | Area/s of Improvement | Evidence |
|---------------------------------------|---------------|-------------------|------------------|---|--|---|-----------------------|----------|
| Alumni Relations Program 1) Alumni | At the end | Coordinat | May 2024 | Accomplished | Coordination | | | Commun |



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| Involvement Project | of AY 2023-2024, the alumni association should have involved itself in 1 major extension project | ing with AAO | | | between the Alumni Affairs Office Head and Alumni organization. A response is yet to be received. | | | ication Letter |
|---------------------|--|--------------|--|--|---|--|--|----------------|



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PART 4: APPENDICES

Annex A: Faculty, Staff and Student Trainings/Seminars



HUACHIEW CHALERMPRAKIET UNIVERSITY

10th International Conference

Theme: Research to Serve Society

CERTIFICATE OF PRESENTATION

This certificate is awarded to

Mark C. Balonquita, Haydee D. James, Sherwin A. Marciano Christopher Allen S. Marquez,

Felipe V. Nantes, Jr.

for presenting the paper titled

**The Ecopedagogical Competence of Marian Educators: Prospect for Ecoliteracy, Ecophilia ad
Green Campus**

Given this 29th day of June in the year two thousand and twenty-three


Chairman


President



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BAYOMBONG, NUEVA VIZCAYA
JUNIOR HIGH SCHOOL AND SCIENCE HIGH SCHOOL

This

Certificate of Appreciation

is presented to

Dr. Christopher Allen S. Marquez


for his utmost dedication in sharing his knowledge and expertise during the PANAGSAGANA 2023-2024 with his topic, "Cross-Cultural Integration."

Given this 14th day of August in the year of our Lord Two thousand and Twenty-three
at Saint Mary's University Junior High School & Science High School
Bayombong, Nueva Vizcaya.



DR. ZAYDA S. ASUNCION
Principal

Inspired by Mission, Driven by Excellence




CERTIFICATE OF RECOGNITION

is awarded to

Christopher Allen S. Marquez, Ph.D.

for his invaluable contribution as a Resource Speaker during the Seminar-Workshop on writing Extension and Training Proposals with the theme "**I-CARE: IFSU-Potia for Collaborative, Active, and Research-based Extension Services**" held on October 19-20, 2023 at Ifugao State University-Potia Campus.

Given this 20th day of October 2023 at IFSU-Potia, Potia, Alfonso Lista, Ifugao.



JOCELYN T. SALVIEJO
Campus-Executive Director



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COMMISSION ON HUMAN RIGHTS
HUMAN RIGHTS EDUCATION AND PROMOTION OFFICE

hereby awards this

CERTIFICATE OF PARTICIPATION

for his/her invaluable contribution as a **Participant** during the

LAKBAY KARAPATAN TUNGO SA KAMALAYAN CAGAYAN VALLEY

PARALEGAL SESSION AND DIALOGUE WITH CIVIL SOCIETY ORGANIZATIONS

Held at Pulsar Hotel, Allimannao Hills, Peñaflanca, Cagayan
on 17 August 2023.

ATTY. JIMMY BALIGA, CPA
Regional Director, CHR RO2

ATTY. FRANCIS TOM TEMPROSA
Director, CHR-HREPO



DEPARTMENT OF SCIENCE AND TECHNOLOGY
NATIONAL ACADEMY OF SCIENCE AND TECHNOLOGY, PHILIPPINES

CERTIFICATE OF PARTICIPATION

is hereby granted to

Christopher Allen S. Marquez

for his/her attendance to the

2023 FUTURE SCIENCE LEADERS' FORUM

held on 09-10 November 2023 in Acacia Hotel, Alabang, Muntinlupa City

CARMENCITA D. PADILLA, MD, MAHPS
National Scientist
Focal Person, FSLF





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b. Student Activities P2A Virtual Mobility 2023

P2A Virtual Mobility 2023 in the United Nations Sustainable Development Goals SMU Student Participants



STEh



JUNMARK M. CARBONEL
Bachelor in Forensic Science 4
ECSTEh Governor



VALMIN JOY B. BASILIO
BSED Math 3
SUM President

SCC



RENEE DWI PERMATA L. MESSAKARAENG
BS Nursing 3
SCC Executive Secretary

SHANS



JOSHE PABLO
BS Pharma 4
HNSCC Governor



KHAILA MAE BARCELA
BS Pharma 3
HNSCC Treasurer

SEAIT



MARIELLE ANGELIQUE A. CATAP
BS Civil Engineering 3
SEAIT Governor



KENNETH R. PASAMONTE
BS Architecture 5
Architecture Liaison

SAB



CHRISTIAN DAVE MENGUIS
BS Tourism Management 4
SCC Governor



JERRY G. FELIX
BS Accountancy 4
SCC Secretary for Finance



SHANE B. DONATO
BS Hospitality Management 4
SABCC Governor



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ANNEX B: IP ADVOCACY AND DEVELOPMENT PROGRAM

IP Scholarship

CBCP-ECIP Education Scholars

Billings Statement

First Semester, S.Y. 2023-2024

| No. | ID No. | Name of Scholar | Program | Tuition Fee | Miscellaneous Fees | Other Fees | TOTAL |
|-----|----------|--------------------------|---------------------|------------------|--------------------|-----------------|-------------------|
| 1 | 39642220 | Basug, Kathleen Kate | BSED Social Studies | 13,208.00 | 5,340.00 | 645.00 | 19,193.00 |
| 2 | 39905220 | Calinggangan, Wilhelm Jo | BSED | 11,684.00 | 5,340.00 | 645.00 | 17,669.00 |
| 3 | 39640220 | Juan, Claodenjay D. | BPE | 13,208.00 | 5,340.00 | 645.00 | 19,193.00 |
| 4 | 37947210 | Lunag, Charlene B. | BSED English | 12,954.00 | 5,340.00 | 795.00 | 19,089.00 |
| 5 | 39125220 | Nazaria, Angel Veah | BSED Science | 11,684.00 | 5,340.00 | 3,943.00 | 20,967.00 |
| 6 | 38167210 | Paculla, Descel Faith G. | BSED Social Studies | 12,954.00 | 5,340.00 | 795.00 | 19,089.00 |
| | | | | | | | |
| | | | TOTAL | 75,692.00 | 32,040.00 | 7,468.00 | 115,200.00 |

Prepared by:

(Sgd.)Miss Godette Jann A. Galicia
Staff Accountant

Checked
by:

(Sgd.)Mrs. Leila A. Navarro, CPA
Chief Accountant

Noted by:

(Sgd.)Mrs. Venica S. Acosta, CPA
V.P. for Finance/Treasurer



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Ethnicity and Museum Week 2023

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| Project Title: | Ethnicity Mass and Opening of the Ethnicity and Museum Week |
| Date: | October 23, 2023 |
| Time: | 8:00am to 10:00am |
| Team Composition: | LMCDAC, VPMI, all schools, BIBAK, SCC. CCF, CBCP-ECIP |
| Project Leader: | |
| Project Staff/Members: | Dr. Christopher Allen S. Marquez Vince Errol J. Lucas Heidee P. Liclican Rodora P. Tipay Engr. Candido Joseph T. Rosario Jr. Robert S. Aceret Laurice Kaye P. Laguinday Joy D. Balawa Jojilyn L. Anoché Pedelina A. Bulligan Kenneth L. Maslang Sr. Aileen Adjaro Sherween Jerry Paul V. Saquing Zemaia Sen M. Paulino CBCP-ECIP led by Rev. Fr. Earl Alan Cura CCF VPMI BIBAK SCC |

Narrative

SMU-LMCDAC Celebrates IP Youth as Agents of Change for Self-Determination

Saint Mary's University celebrated the Ethnicity and Museum Week last October 23-28, 2023, with the theme: "IP Youth as Agents of Change for Self-Determination." The event started with the Ethnicity Mass at the Tonus Gymnasium, co-sponsored by the School of Accountancy and Business (SAB) Week. Rev. Fr. Crispin A. Costales, the IP Director of the Diocese of Bayombong, was the celebrant, and he emphasized in his homily connectedness and unity amidst cultural diversity.

The opening program was held at the Marian Park, and the blessing of the Museo de Maria was held after the eucharistic celebration on October 23. Dr. Christopher Allen S. Marquez formally opened the week, and Fr. Costales led the blessing of the Museo de Maria. A community dance, led by the BIBAK members, came after the formal opening. Present during the blessing of the Museo de Maria were Dr. John Octavious S. Palina (University



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President), Dr. John G. Tayaban (VP for Administration), Rev. Fr. Philip A. Yu, Jr. (VP for Mission and Identity), Dr. Moises Alexander T. Asuncion (VP for Academic Affairs), the different administrative personnel, faculty, staff, and students.

There were contested activities participated in by the students. In the afternoon of October 23, the painting competition was judged and Miss Erika Noelle A. Lunag emerged as the champion, receiving the grand prize of Php 7,500.00. The essay writing contest in English and Filipino organized by the Junior High School Department. An intercultural and cultural quiz bee was also administered last October 26, 2023, at the San Pedro Calungsod Hall, where participants from SHANS emerged as champions of the two contests. The Languages, and Social Sciences and Philosophy Departments administered the event.

An IP Rights and Self-Determination seminar was held at the Sacred Heart Center last October 24, 2023 hosted by the Social Sciences and Philosophy Department and co-sponsored by the Commission on Human Rights Region 2 (CHR02). The speakers during the seminar were Atty. Marie Grace Marcos (CHR02) and Atty. Joyce D. Bunnag (SMU Alumna). An IP Youth Summit was co-hosted with the Catholic Bishops' Conference of the Philippines Episcopal Commission on Indigenous People (CBCP-ECIP). Nineteen delegates from the different dioceses of the Sierra Madre and other representatives across the Philippines joined. Among the participants were from Malolos (6), Nakar (3), Bayombong (1), Zambales (2), and Mindoro (7). During the summit, Rev. Fr. Earl Alan Cura discussed matters on Laudato Si, Mr. Tony Abuso, and Mr. Red Salonga. Meanwhile, the Senior High School Students conducted a Cultural Sensitivity Seminar, and the invited resource speaker was Mrs. Mikara J. Dulay on October 25.

The premiere of the Teatro Katutubo's musical production entitled *Dalaydayan* was staged at the Sacred Heart Center and continued until October 27.

The Ethnicity and Museum Week's end was celebrated with a Community Feast last October 27, 2023, at the Tonus Gymnasium. Different presentations from BIBAK, SMU Chorale, and Dance Troup were showcased during the event. A *Laga* show was also facilitated by the School of Teacher Education and Humanities (STEH). Meanwhile, the Grade School and Junior High School Departments concluded their Ethnicity Week Celebration with a parade of national costumes and ethnic attire. Also included in the activities was the ground-breaking ceremony of the St. Anthony de Padua on October 28 at Sitio Pawak, Masoc, Nueva Vizcaya. It was presided by Fr. Evedi Avidan and attended by the residents and representatives from Junior and Senior High School and Teacher Education and Humanities Departments.

The Lingkod Maria Community Development and Advocacy Center (LMCDAC) led the week-long event.

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|------------------------|----------------------|
| Prepared by: | Vince Errol J. Lucas |
| Date Submitted: | January 18, 2024 |



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STEH-CFED Inter-Cultural Sharing cum Ethnic Attire Showcase

| | |
|--|---|
| Project Title: | Inter-Cultural Sharing cum Ethnic Attire Showcase |
| Date: | December 13, 2023 |
| Time: | |
| Team Composition: | |
| Project Leader: | Jonathan Vergara |
| Project Staff/Members: | Laurice Kaye Laguinday Judith Ricardo |
| Narrative | |
| <p>On December 13, 2023, the Christian Faith Education Department (CFED) faculty, led by Mr. Jonathan Vergara, organized an inter-cultural sharing event at Saint Mary's University. Representatives from various ethnic groups in Nueva Vizcaya, including En. P. Daniel Pasigian for the Bugkalot groups, Dr. Fe Yolando G. Del Rosario for the Gaddang groups, Mrs. Judith P. Daguio, MAED for the Kankanaey groups, and two individuals from the Isinay groups, served as sharers. Students from Saint Mary's University, regardless of their own ethnicity, actively participated in the program. Beyond donning their respective cultural attires, they engaged in an exploration of diverse cultures to enhance their understanding and appreciation for both their own heritage and that of others. The overarching goal was to expand their perspectives, fostering respect for the myriad diversities within their community. This event aimed to facilitate an exchange of ideas and broaden perspective, nurturing a diverse cultural understanding within the SMU community. As students immersed themselves in various traditions, they not only celebrated their individual heritages but also cultivated a profound respect for the multicultural fabric that binds them together.</p> | |
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Prepared by: Laurice Kaye Laguinday

Date Submitted: January 10, 2024



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Annex C: HUNGER ALLEVIATION PROGRAM**NAP Feeding Program**

| | |
|---|--|
| Project Title: | NAP Feeding Program |
| Date: | November 25, 2023 |
| Time: | 10:00 A.M. |
| Team Composition: | |
| Project Leader: | Allan S. Guiab |
| Project Staff/Members: | Heidee P. Liclican Maria Kristina Meneses Charo Dacles Queen Nesselyn Galicia |
| Narrative | |
| <p>Last November 20-25, 2023, the University celebrated the Clean, Healthy, Safe, and Friendly Environment Week with the theme: SMU Beats Plastic Pollution. A lot of schedules activities were conducted during this weeklong celebration.</p> <p>November 25, 2023 was the schedule day of the Medical Mission and Feeding Program for the residents of Prk. Gonggongob, Cabuluan, Villaverde, Nueva Vizcaya--one of the University's partner communities. . The Non-Academic Personnel (NAP), headed by Mr. Allan S. Guiab and other NAP through the Feed My Lambs Project, conducted a Feeding Program. They ordered and prepared lugaw with egg and juice for 150 persons.</p> <p>The feeding program started after the medical mission where the residents were had their free check-ups and medicines and vitamins. There were 50 recipients from Prk. Gonggongob and the rest were the organizers, participants, and volunteer doctors of the Medical Mission.</p> <p>The NAP will continue to conduct various activities that support the FML Project that aims to alleviate hunger.</p> | |
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|-----------------|-------------------|
| Prepared by: | Heidee P. Licican |
| Date Submitted: | November 27, 2023 |



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Annex D: SUSTAINABLE ENVIRONMENT PROGRAM**SHS One Tree, One Student Agro-forest Project (Tree Planting Activity)**

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|---|---|
| Project Title: | One Tree, One Student Project Part 2 |
| Date: | June 3, 2023 |
| Time: | 8:00AM |
| Team Composition: | Pupils, School personnel, Barangay Officials and Representative from the Barangay Guest Participants: PNP Bayombong, Red Cross Nueva Vizcaya Chapter |
| Project Leader: | |
| Project Staff/Members: | Christian Nel Dominguez Michelle Bernardino Czerilou Quibuyen Eloisa Barbieto Rachille Francis Ma. Danica Subia |
| Narrative | |
| <p>On May 20, 2023, a tree planting activity was conducted at Purok 3, Barangay Ipil-Cuneg in Nueva Vizcaya, Philippines. The activity was organized by the the RDRRR Department and was participated in by Grade 12 III students, SMUSHS teachers and administrators, and Ipil-Cuneg Barangay Council. The main objective of the tree planting activity was to help address the problem of deforestation in the area and promote environmental awareness among the youth.</p> <p>The participants planted rambutan seedlings, which are known for their economic and ecological value. Rambutan trees bear fruit that is rich in vitamins and minerals, and their leaves and branches provide shade and shelter to local wildlife. The activity started with a short program, where the III teachers gave speeches to encourage everyone to participate and highlight the importance of the event. Fr. Bitoy led a prayer before the start of the activity. After the program, the participants proceeded to the designated planting area. The students were divided into groups, each supervised by a teacher, and were given shovels and rambutan seedlings to plant.</p> <p>On June 3, 2023, another tree planting activity was conducted in Barangay Ipil-Cuneg at IES area. The activity was participated in by Grade 12 III students, SMUSHS teachers, Ipil-Cuneg Elementary School Pupils, Barangay Council, and IES administrators, with guest</p> | |



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participants, PNP Bayombong and Red Cross Nueva Vizcaya Chapter. The Barangay Council provided the necessary tools and equipment for the planting of Rambutan seedlings. The students were taught how to properly plant the seedlings, and were encouraged to monitor their growth.

Overall, the tree planting activity was a success. It provided an opportunity for the students to learn about environmental conservation and take an active role in addressing environmental issues in their community. It also fostered cooperation among different organizations and stakeholders in the community, as everyone worked together towards a common goal.

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| Prepared by: | |
| Date Submitted: | June 3, 2023 |




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MedTechs Go Green

| | |
|---|----------------------------|
| Project Title: | Med Techs Go Green |
| Date: | June 25, 2023 |
| Time: | 8:00 A.M |
| Team Composition: | |
| Project Leader: | Melvin Jhon B. Alcalde |
| Project Staff/Members: | Jerick Dela Cruz (Adviser) |
| Narrative | |
| <p>The participants were gathered at LGU Bayombong in preparation to go to Brgy. Busilac, Bayombong, Nueva Vizcaya. Upon arriving at the tree planting site, a brief orientation was made by a DENR officer, Engr. Lensy Bunuen. There were over 50 bamboo tree seedlings planted along the area. The activity was also guided by the MENRO Bayombong Staff, Judy Puno.</p> | |
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Prepared by:

Date Submitted:



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JHS CHSF Brigade

| | |
|-------------------------------|----------------------------|
| Project Title: | CHSF BRIGADE (JHS) |
| Date: | August 3, 2023 |
| Time: | 8:00 AM – 5:00 PM |
| Team Composition: | JHS |
| Project Leader: | Mr. Junior-Van B. Paritang |
| Project Staff/Members: | JHS faculty and Staff |

Narrative

• Panagsagana 2023 – CHSF Brigade Part 1

The spirit of revitalization at the SMU Junior High School and Science High School were done last August 3, 2023. The yearly Clean, Healthy, Safe, and Friendly (CHSF) Brigade, led by Mr. Junior-Van B. Paritang, the DRRM-SS PC Coordinator JHS, was bustling with activity from 8:00 AM to 5:00 PM.

The faculty and staff were enthusiastic. There was not a trace of dust from the previous year in any of the offices or classrooms. Under their vigilant watch, the school's gardens and grounds, which had been left for how many days, came to life once more. A total of thirty-six (36) faculty and staff extended assistance. The sound of laughter resonating through the hallways, brooms sweeping, and brushes dancing across walls was like a symphony. Every action is like a paintbrush stroke on the canvas of an improved school.

The accounting office also stepped in to support this labor of love, contributing a budget of 4,030 pesos for the purchase of paintbrushes, stick brooms, white paints, floor wax, muriatic acid and powder detergents. However, the CHSF Brigade was evidence of something more than just cleaning and remodelling.

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| | |
|------------------------|-----------------------------------|
| Prepared by: | <i>Mr. Junior-Van B. Paritang</i> |
| Date Submitted: | <i>August 6, 2023</i> |




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CHSF Brigade 2023

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|--|--|
| Project Title: | CHSF Brigade |
| Date: | August 12, 2023 |
| Time: | 8:00 A.M - 12:00 P.M. |
| Team Composition: | |
| Project Leader: | |
| Project Staff/Members: | Mrs. Rodora Tipay Miss Laurice Kaye Laguinday Engr. Joseph Candido Rosario, Jr. Mr. Robert Aceret Dr. Christopher Allen S. Marquez Mr. Vince Errol Lucas Miss Heidee P. Liclican |
| Narrative | |
| <p>Last August 12, 2023, SMU employees and some student leaders participated in the CHSF Brigade held at the University campus. The brigade started at 8:00 in the morning until 12:00 noon. The employees worked together in cleaning their respective areas-- the grounds and their offices.</p> <p>The CHSF Brigade 2023 aimed to provide a clean, healthy, safe and friendly learning environment to all students, faculty and staff and to prepare the campus for the beginning of 1st Semester of Academic Year 2023-2024.</p> | |
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| Prepared by: | Heidee Licican |
| Date Submitted: | September 4, 2023 |



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SHS Brigada Eskwela

| | |
|-------------------------------|---|
| Project Title: | BRIGADA ESKWELA 2023 |
| Date: | August 19,2023 |
| Time: | 8:00 am to 12:00 nn and 1:00 pm -5:00 pm |
| Team Composition: | SMUSHS Faculty and Staff |
| Project Leader: | Mrs. Michelle B. Pagaduan |
| Project Staff/Members: | Mrs. Pedelina D. Bulligan Mr. Rudolph C. Benito Faculty and staff of SMUSHS |

Narrative

Brigada Eskwela was conducted to ensure that the school facilities of the Senior High School campus are ready and in good condition for the opening of classes. The said activity includes cleaning the of classrooms by the advisers and offices for the office personnel /staff. Before proceeding to the assigned task of every faculty and staff the activity started by a simple program. A prayer that was led by a Sir Charles Ron V. Capin. The prayer was followed by a simple exercise / warm up led by Sir Adrian Flores then a message from Ma'am Michelle Pagaduan.

In the morning the assigned areas were in the stairs, ramps, connecting ramp, open area and other areas which is not Infront or adjacent to the classrooms which were assigned to the class advisers. While in the afternoon was allotted for offices and classrooms.

A total of 29 employees attended and participated in the said activity. Other than the paint and paint brushes for the SMUSHS signage there were no other expenses. All of the other materials and expenses like soap, brush, mop, brooms, wax and so on are donated by the employees assigned in their areas.

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Teachers cleaning the areas assigned to them and doing the tasks that is needed.



Teachers cleaning the classrooms and offices assigned to them,

| | |
|------------------------|----------------------------|
| Prepared by: | <i>Michelle B. Pagduan</i> |
| Date Submitted: | <i>September 7,2023</i> |



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SAB Tree Planting and Clean-up Drive

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|--|--|
| Project Title: | <i>Tree Planting Activity and Clean-Up Drive in celebration of the 34th National Statistics Month and Consumer Welfare Month</i> |
| Date: | October 6, 2023 |
| Time: | 6:00 – 11:00am |
| Team Composition: | |
| Project Leader: | Mrs. Angela C. Garra |
| Project Staff/Members: | Mr. Michael Dominique G. Magaway Mrs. Loreta V. Garlitos 14 students of Sales and Distribution Management (class codes: 3563 & 3566) |
| Narrative | |
| <p>On October 6, 2023, a Tree Planting Activity and Clean-Up Drive was organized by the Philippine Statistics Authority (PSA) in celebration of the 34th National Statistics Month and Department of Trade and Industry's (DTI) Consumer Welfare Month. The activity was held at the Jamboree Site, Masoc, Bayombong, Nueva Vizcaya. It was attended by over 150 participants from various partner agencies and organizations, including the Department of Trade and Industry (DTI), the Department of Environment and Natural Resources (DENR), the Department of Health (DOH), the Armed Forces of the Philippines (AFP), the Philippine National Police (PNP), DeltaCom Philippines, Zonta Club of Nueva Vizcaya, Saint Mary's University (SMU), and Nueva Vizcaya State University (NVSU). The participants were also members of the Consumer Network, an initiative of the DTI to promote consumer rights and welfare.</p> <p>The activity started with a Zumba dance to warm up the participants. Then, they proceeded to plant 150 seedlings provided by the DENR and to clean up the area. The activity aimed to reduce pollution, carbon footprint, and soil erosion, as well as to improve the air quality, climate, and wildlife habitat. The activity also aimed to raise awareness and inspire the participants, especially the students, to take care of Mother Earth as responsible citizens.</p> <p>Among the participants were students from Sales and Distribution Management of SMU, who were invited to join the event as DTI's Consumer Network member. They were accompanied by their teachers, Mr. Michael Dominique Magaway and Mrs. Angela Crisostomo Garra. The students expressed their gratitude and appreciation for the opportunity to join the activity.</p> | |
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Prepared by:

Michael Dominique G. Magaway
Assistant Instructor, BOAE

Date Submitted:

November 13, 2023



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NSTP Site Clearing at Masoc, Bayombong, Nueva Vizcaya

| | |
|--|---|
| Project Title: | SMU-NSTP Students Conduct Site-Clearing Activity at Brgy Masoc, Bayombong, Nueva Vizcaya |
| Date: | October 21 & 28, 2023 |
| Time: | 7:30-10:30 am Saturday |
| Team Composition: | |
| Project Leader: | Mr. Domingo Guntalilib, Jr. |
| Project Staff/Members: | Christian Jos De Jesus Christian Nel Dominguez Renz Gabriel Jubay Rosemarie R. Paned Arlene R. Querol Bryan Ricardo Rodora Tipay Miguel John Tolentino |
| Narrative | |
| <p>The Masoc forest site clearing is multifaceted; it is part of the planned activities of the National Service Training Program, considering ecological sustainability, biodiversity conservation, economic development, and community engagement. A commitment to responsible land management and a deep respect for the delicate balance between human development and environmental preservation guides the activities.</p> <p>On October 21 and 28, 2023, CWTS and LTS students from Saint Mary's University (SMU) conducted a site-clearing activity at Barangay Masoc, Bayombong, Nueva Vizcaya. This activity was part of the SMU-National Service Training Program.</p> <p>The students were led by their NSTP Facilitators. They cleared the area for an upcoming tree-planting activity, removing weeds, debris, and other unwanted materials from the lot. Mr. Demy Villegas, General Services Office (GSO) Staff, assisted the different classes in site-clearing the area.</p> <p>The site-clearing activity was a success, and the SMU-NSTP students are commended for their hard work and dedication under the able leadership of Mr. Domingo T. Guntalilib,</p> | |



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Jr., SMU-NSTP coordinator."

Documentation



Prepared by: DOMINGO T. GUNTALILIB JR.

Date Submitted: January 12, 2024



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NSTP-SEAIT MICRO Tree Planting Activity

| | |
|---|---|
| Project Title: | Tree Planting Activity |
| Date: | November 25 2023 |
| Time: | 7:30 am to 12:00 noon |
| Team Composition: | |
| Project Leader: | Domingo T. Guntalilib Jr. |
| Project Staff/Members: | Hansen Villanueva C/COL Valienmae T Orani 1CL C/LTC Basilio T Dulnuan III 1CL C/LTC Jesmith C Onsat 1CL C/LTC Crizelle Erene N Birco 1CL C/LTC Ryan Hector B Mangaoang 1CL C/LTC Mark Hector B Mangaoang 1CL C/LTC Shannelle Alexis Andres 1CL C/LTC Minerva Pearl Yvonne D Conciso 1CL |
| Narrative | |
| <p>The SMU Reserve Officers Training Corps Unit conducted a Tree Planting activity as their 14th Training Day held at the SMU Executive Village, Brgy. Paray, Masoc, Bayombong last November 25, 2023. At 7o'clock in the morning, the ROTC Cadets with the supervision of the NSTP Coordinator, Mr Domingo T Guntalilib Jr., along with the training staff of the SMU ROTC Unit firstly assembled at the SMU Ground for the checking of attendance of the participants. Upon arrival at the location, Pfc Jessie P Pasamonte PA (RES) demonstrated to the cadets and Information Technology Students from SEAIT on how to properly plant in order for the seedlings to have higher possibility of living. A total of 500 various fruit-bearing seedlings, provided by LMCDAC and SPCO were planted including Rambutan, Guyabano, Jackfruit and more.</p> <p>Fortunately, there were no challenges or problems encountered during the said activity as it transpired smoothly. After the activity, the cadets once again assembled at the SMU Grounds for re-checking of attendance. MSg Val Menardo D Basilio PA (RES) and Pfc Jessie P Pasamonte PA (RES), to end the activity, gave a speech of appreciation to the cadets for participating in the conducted activity.</p> <p>MSg Val Menardo D Basilio PA (RES), Pfc Jessie P Pasamonte PA (RES), Sgt Learn Stephanie T Agraam PA (RES), Sgt Robeliza B Gullunan PA (RES), Sgt Michelle B Ongat PA (RES) and Sgt Yvanna Jean A Roldan PA (RES), as part of the Training Staffs of the SMU ROTC Unit, participated in the said tree planting activity.</p> | |



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ROTC Cadets assembled at the SMU grounds for the checking of attendance before proceeding to the location of the activity.



Pfc Jessie P Pasamonte PA (RES) giving a brief introduction and demonstration on how to properly plant the seedlings.



ROTC cadets participating the tree planting activity.



| | |
|------------------------|----------------------------------|
| Prepared by: | <i>Domingo T. Guntalilib Jr.</i> |
| Date Submitted: | <i>24 January 2024</i> |



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Annex E: DISASTER RISK REDUCTION PROGRAM

SHS Ligtas na Barangay Project (DRRM Signages Posting along the Barangay Road)

| | |
|---|--|
| Project Title: | Ligtas na Barangay: A DRRM Signage Posting Project |
| Date: | June 3, 2023 |
| Time: | 8:00AM |
| Team Composition: | SHS Faculty and Grade 12 Students |
| Project Leader: | |
| Project Staff/Members: | Christian Nel Dominguez Michelle Bernardino Czerilou Quibuyen Eloisa Barbieto Rachille Francis Ma. Danica Subia |
| Narrative | |
| <p>On June 3, 2023, an extension activity of the RDRR (Risk Disaster Reduction and Response) Department was conducted in cooperation with the III (Grade 12) teachers and students at Barangay Ipil-Cuneg in Nueva Vizcaya. The activity was entitled "Ligtas na Barangay" (Safe Barangay): A DRRM Signage Posting along the Barangay road, and focused on promoting road safety and environmental conservation. The main objective of the activity was to raise awareness among the community about the importance of road safety and environmental conservation, particularly in the Barangay Ipil-Cuneg. To achieve this objective, the III students were tasked to craft signages that highlighted messages on road safety and environmental conservation. The RDRRR Department provided the necessary guidelines for the signages, while the III teachers supervised the students in their creation. On May 20, 2023, the signages were posted along the Barangay road of Ipil-Cuneg. On June 3, 2023, part two of the posting of the signages was done with the help of the Barangay Council and IES teachers.</p> <p>The signages were strategically placed in areas where they would be most visible to motorists, pedestrians, locals and pupils. The messages on the signages included reminders to obey traffic rules and regulations, reminders to be alert and cautious when driving, and reminders to properly dispose of waste and conserve the environment.</p> <p>Overall, the "Ligtas na Barangay" extension activity was a success. It provided an opportunity for the III students to learn about road safety and environmental conservation,</p> | |



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and to use their creativity to promote these messages to the community. It also fostered cooperation among different organizations and stakeholders in the Barangay, as everyone worked together towards a common goal of promoting safety and conservation

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Prepared by:

Date Submitted:

June 3, 2023



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Tulong Maria: GSD Giving of Donations for the Victims of Typhoon Egay

| | |
|-------------------------------|---|
| Project Title: | Giving of Donations for the Relief Operations (Victims of Typhoon Egay) |
| Date: | August 2023 |
| Time: | |
| Team Composition: | SMU Grade School Faculty and Staff |
| Project Leader: | Dacles, Delano Rod M. |
| Project Staff/Members: | All faculty and staff of SMUGS (donors) |

Narrative

Saint Mary's University Grade School takes earnestly in steering and being actively involved in building vibrant Christian communities and in reaching out to the needy and marginalized members of the communities through works of charity and development. Hence, the SMU Grade School faculty and staff donated old clothes (10 boxes, 11 bags), noodles (1 box), canned goods (1 box), and powdered soap (6 dozen sachet) for the victims of Typhoon Egay in Cagayan and Abra. The collected donations were handed to the office of the Boy Scout of the Philippines-Nueva Vizcaya Council.

Documentation



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| Prepared by: | JOY D. BALAWA |
| Date Submitted: | January 9, 2024 |



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Annex F. HEALTH AND WELL-BEING PROGRAM

4th Bayongyong Festival Fun Run, Fun Bike, Zumba, and BINGO Bonanza

| | |
|---|--|
| Project Title: | Bayongyong Festival Fun Run, Fun Bike, Zumba and Bingo ng Bayan 2023 |
| Date: | August , 2023 |
| Time: | 5:30 a.m. and 8 a.m. |
| Team Composition: | |
| Project Leader: | Sherween Jerry Paul V. Saquing |
| Project Staff/Members: | Peter-Tom A. Callang Queen Nessellyn D. Galicia |
| Narrative | |
| <p>With the aim of raising funds for its scholars, the Saint Mary's University Grade School High School Alumni Association, Inc (SMUHSGSAAI) in collaboration with the Local Government Unit of Bayombong organized the 4th Bayongyong Festival Fun Run, Fun Bike, Zumba and Bingo ng Bayan 2023 which was held on August 5, 2023 and kicked off at the Bayombong Municipal Hall, Bayombong, Nueva Vizcaya.</p> <p>Hundreds of Marian students, employees, alumni, and friends joined said activity. There were running events, biking events, and a Zumba competition. Prizes awaited the participants of the different events.</p> <p>The Bayongyong Festival, is a local event that celebrates the town's culture, tradition, and unity. The festival typically showcases a variety of activities that highlight the unique identity of Bayombong and its locals.</p> <p>According to Dr. Patrice Gay Marcos-Pagtulingan, president of the SMUHSGSAAI, the fundraising activity is for the five scholars of the association.</p> <p>The association also thanked the Bayombong Municipal Mayor TonyG. Bagasao, SMU Alumni Batch 1975, for supporting their cause in changing lives through education.</p> | |



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Mr. Peter-Tom A. Callang, head of the SMU Alumni Affairs, pointed out that, “The success of the BINGO ng Bayan, Fun Run, and Zumba events, skillfully organized and facilitated by the SMUHSGSAAI BOT, is a testament to your dedication and passion for supporting the student scholars of our Alumni Organization.”

Callang also congratulated the association for its remarkable initiatives.

“Rest assured that the SMU Alumni Affairs Office and Saint Mary's University as a whole will always be by your side, extending our support and collaborative spirit, as we work together to create a brighter future for our scholars,” Callang said.

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Peter-Tom A. Callang, head of the SMU Alumni Affairs with the SMUHSGSAAI BOT and Officers





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Snapshots during the Bayongyong Festival fun Run, Fun Bike, Zumba and
Bingo ng Bayan

Prepared by: Queen Nessellyn D. Galicia

Date Submitted: January 31, 2024



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World Pharmacist Day Celebration with Community Extension Service (OTC Medicine Distribution)

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|-------------------------------|--|
| Project Title: | Free OTC Medicines for SMU LDRs, Security Guards, Contract Workers and Tertiary Students |
| Date: | September 25, 2023 |
| Time: | 7:00 am-9:30 am |
| Team Composition: | Department of Pharmacy Faculty and Students |
| Project Leader: | Melchora M. Bautista |
| Project Staff/Members: | Dr. Joman J. Baliton Mr. Robert Aceret Ms. Yka U. Habawel |

Narrative

The extension service provided by the Pharmacy Department is in celebration of the World Pharmacists Day. The theme of the event (WPD) is, "Pharmacy Strengthening Health Systems", to support this, SMU SHANS Pharmacy Department's faculty and students distributed free OTC medicines. Medicines were given to the LDRs, security guards, contract workers and tertiary students in the campus, providing medication counseling as these medicines are given to them. The celebration started with a Mass at the Mary Seat of Wisdom Chapel at 7:15 am, attended by the faculty members of Pharmacy with students from year levels 2, 3 and 4. Dr. Joman Baliton, Dean of SHANS also joined the Eucharistic celebration. A short opening program was held at the UB Park after the mass before the distribution of medicines. The venue for the SMU group is within the university campus.

The activity aims to promote health through rational use of medicines and to provide medicines that will strengthen recipients' immune system amid flu season. The OTC medicines given to the recipients is a ten day supply of MV and ascorbic acid and the paracetamol can be a year supply if this will not be used. The challenge is the sustenance of the MV and ascorbic acid as these medicines should be maintained to ensure better health amongst workers of SMU.

The donors of the medicines were the 31 Junior Pharmacy students. Three hundred packs of the OTC medicines were prepared. Each pack contains 10 tablets of paracetamol, ascorbic acid and multivitamins. The distribution was participated by the 31 Junior Pharmacy students and 44 Sophomore Pharmacy students. Medication counseling was provided as these medicines are given to recipients. Extensionists went around the campus and personally handed the prepared packs of medicines to identified recipients. Total amount of medicine purchased was 6,730.00 (donated by students). Other expenses were



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on the tarpaulin and balloons which amounts to 1,010.00 (c/o project leader).

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Eucharistic Celebration (Pharmacy Faculty and Students with Dr. Baliton, Dean of SHANS)



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Packed medicines (300 packs)



Distribution of packed medicines



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| Prepared by: | Melchora M. Bautista |
| Date Submitted: | September 28, 2023 |




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Medical, Dental, Optical Mission at Bonfal West, Bayombong

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|---|-------------------------------------|
| Project Title: | Bonfal West Medical, Dental Mission |
| Date: | September 30, 2023 |
| Time: | 7:30-11:30 A.M. |
| Team Composition: | |
| Project Leader: | Melchora M. Bautista |
| Project Staff/Members: | Joman J. Baliton |
| Narrative | |
| <p>The Pharmacy Department of Saint Mary's University was invited by the Nueva Vizcaya Pharmacists Association and Mason District IV to help with a free medical, dental and optical mission for the people of Brgy. Bonfal West. Mrs. Melchora Bautista led the extension service with Dr. Joman Baliton as the project sub-leader.</p> <p>During the event, volunteer doctors from various fields of expertise, including Gynecologists, Ophthalmologists, Pediatricians, Dentists, and Medical Doctors, were brought in by the Masons. The Pharmacy Department took charge of medicine counseling and dispensing with the help of three officers of NVPHA, Mrs. Luningning Malabanan, Melchora Bautista, and Concepcion del Mundo, along with volunteers of Marian Pharmacy senior students and PLT students.</p> <p>All the medicines that were dispensed were donations from the Mason District IV organization. At the end of the activity, certificates of appreciation and participation were awarded to everyone who helped and assisted in the medical mission.</p> | |
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| Prepared by: | Melchora Bautista |
| Date Submitted: | January 27, 2024 |



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Jesus Mobile Clinic 2023: Medical Mission for Prk. Gonggongob residents

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|---|--|
| Project Title: | Jesus Mobile Clinic 2023: Medical Mission for Prk. Gonggongob Residents |
| Date: | November 25, 2023 |
| Time: | 10:00 A.M to 12:00 P.M. |
| Team Composition: | |
| Project Leader: | Melchora Bautista |
| Project Staff/Members: | Dr. Joman J. Baliton Dr. Sherylou Benig Mr. Robert Aceret Maria Shiela M. Ramos, RMT Cathelyn C. Mariano |
| Narrative | |
| <p>The School of Health and Natural Sciences participated in the weeklong celebration of CHSF, along with other activities from different schools in the university. As part of the celebration, SHANS provided health care to the residents of Brgy. Gonggongob by offering free medical consultations and medicines. Volunteer physicians were sought out and faculty members from every department shared their health expertise in collaboration for better health outcomes for Gonggongob residents.</p> <p>The event started with messages from Dr. Joman J. Baliton, the Dean of SHANS, and Dr. Christopher Allen Marquez, the Director of LMCDC. A councilor from Brgy. Gonggongob also responded. Fifty residents, including adults and children were the beneficiaries of the extension service. The nursing department's faculty members and students assessed them, and the filled out assessment forms were submitted to volunteer physicians for recommendations regarding laboratory tests. The Department of Medical Laboratory Science conducted the tests as advised, and the results were then sent back to the physician for prescription. The Pharmacy Department provided counseling and dispensing of medication to the residents with prescriptions.</p> <p>The Department Heads of the different programs of SHANS led each area, Dr. Sherylou A. Benig (Nursing), Melchora M. Bautista (Pharmacy) and Maria Shiela M. Ramos (Medtech) as each department's faculty members and students worked in collaboration in bringing health to the community.</p> <p>The activity concluded with the awarding of tokens and certificates of appreciation to volunteer doctors presented by Dr. Joman Baliton and Dr. Christopher Allen Marquez. An over all "very satisfied" feedback were the response of the residents who received the health services.</p> | |
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Date Submitted: January 27, 2024




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San Nicolas Medical Mission

| | |
|--|---|
| Project Title: | San Nicolas, Bayombong Medical Mission |
| Date: | December 5, 2023 |
| Time: | |
| Team Composition: | |
| Project Leader: | Veronica Pauline R. Belen |
| Project Staff/Members: | Yka U. Habawel Krizelle Xyra T. Paguirigan |
| Narrative | |
| <p>Bringing Healthcare Closer to the Community!</p> <p>During the patronal fiesta of Barangay San Nicolas, Bayombong, Nueva Vizcaya, the pharmacy senior students, alongside their dedicated instructors, played a vital role in the recent medical and dental mission. This successful event was made possible by the collaborative efforts of the Philippine Pharmacist Association Nueva Vizcaya Chapter, the Provincial Health Unit, and generous sponsors. Together, we celebrated health and community spirit, making a positive impact on the well-being of all involved.</p> | |
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Prepared by:

Date Submitted:

December 05, 2023



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NSTP Blood Donation Activity with R2TMC

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|--|--|
| Project Title: | Blood Donation Activity with R2TMC |
| Date: | December 2, 2023 |
| Time: | 8:000-3:00 am Saturday |
| Team Composition: | |
| Project Leader: | Domingo T. Guntalilib Jr. |
| Project Staff/Members: | All NSTP Instructors and MERT students |
| Narrative | |
| <p>Donating blood is a generous thing to do; it helps people in need and contributes to the well-being of a community. When you give, others live. Donors, especially those who donate regularly, play a crucial role in keeping our nation's blood supply stable. Although many people donate blood after disasters, the reality is that blood is needed every day of the year. There is no substitute for blood, and donors provide the only supply of life-saving blood for those in need. Donating is simple, fast, and convenient. The donation process can take as little as 45 minutes of your time but can make a lifelong difference for someone else.</p> <p>The National Service Training Program (NSTP) of Saint Mary's University (SMU), together with the R2TMC, conducted a blood donation program on December 02, 2023, with the theme "Donate Blood, Save Lives: Dugong Maria, Alay sa Mamamayan," held at the Fr. Tonus Gymnasium. This bloodletting program was attended by NSTP teachers, SMU-NSTP students, and others. The blood donation started at 8:00 am and continued until 3:00 pm. Participants' names; ages, weights, blood pressure, and pulse rates were assessed and recorded. Each participant underwent assessment by a medical doctor before being eligible to donate blood. The donors, who made the activity a huge success, learned that frequent blood donation can help reduce iron excess.</p> | |
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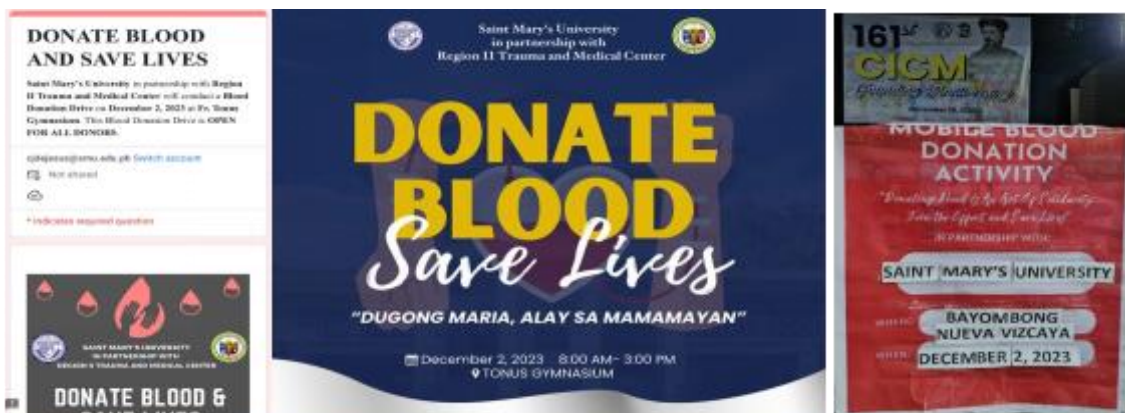


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Prepared by: DOMINGO T. GUNTALILIB JR.

Date Submitted: January 17, 2024



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Annex G: POVERTY ALLEVIATION PROGRAM

CICT- Worskshop on Roadmap Formulation and Capacity Development

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|--|---|
| Project Title: | Workshop on Roadmap Formulation and Capacity Development |
| Date: | June 28-30. 2023 |
| Time: | 8:00 AM to 5:00 pm |
| Team Composition | |
| Project Leader: | Essel T. Cañaberal |
| Project Staff/Members: | Julius Aggasid Mark Anthony Fadulla Wilbert Sadangsal |
| Narrative | |
| <p>The Roadmapping Activity for the Smart Community Project in Dupax del Norte which aims to automate current processes in the LGU and provide constituents ease of access to government services. Transform the town into a smart, sustainable, and highly advanced technological community. The Smart Community Project of the Department of Science and Technology aims to innovate communities by means of information and communication technologies (ICTs) and other means to improve quality of life, efficiency of operation and services, and competitiveness, while ensuring that it meets the needs of present and future generations with respect to economic, social and environmental aspects. Dupax del Norte is the pilot testing Municipality in the entire Province of Nueva Vizcaya to implement the project named "Smarter Community Program for Sustainable Dupax del Norte". The Center of Information and Communication Technology was requested t for Technical Assistance.</p> <p>June 28, 2023- This is the day where each office of the LGU was given the task for the SWOT Analysis.</p> <p>June 29, 2023- Ms. Raquel B. Santos the Smart City Focal Person of DOST RO2 discussed the Formulation of Stakeholder's need and expectations. Where, Dr. Betchie Aguinaldo, Dean CCSIT of ISU discussed the Sustainable Development Goal Center. Atty . Reina Santos conducted a workshop on the formulation of Gap for Smart Municipality Services. The CICT helped each unit to formulate their Gap analysis.</p> <p>June 30, 2023 – Each unit of the LGU presented outputs. The CICT critique the outputs of each unit. Afterwards CICT helped in the crafting of their policy and plans for the LGU.</p> | |
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Prepared by:



Essel T. Cañaberal

Date Submitted:

August 3, 2023



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JHS Pawak Needs Assessment

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| Project Title: | Community Needs Assessment – Sitio Pawak, Masoc, Bayombong |
| Date: | September 24, 2023 |
| Time: | 8:00 AM – 12:00 NN |
| Team Composition: | Junior High School Employees and PTA |
| Project Leader: | Agnes Madamba Armely Morales Audrey Bruno |
| Project Staff/Members: | Vemelyn De Guzman Weyalein Balonquita Judy ann Sunday Jimmy Valdez Jojilyn Anoché Frederick Butic Shairene Napaod Mayne Madiwo Christian Jos De Jesus Romalyn Bacsá Teresa Rose Ramirez Junior Van Paritang John Ray Yea |
| Narrative | |
| <p>Saint Mary's University Junior High School, with the school's Parent-Teacher Association (PTA), conducted a community needs assessment survey to Sitio Pawak, Masoc, Bayombong, Nueva Vizcaya on September 24, 2023. This is in response to their commitment to the university's core values of communion and passion for Christ's mission.</p> <p>The objective of the activity was to determine the current needs of the community as basis for community extension services that the school may hold in the future. Using standard survey questionnaires from the Lingkod Maria Community Development Advocacy Center (LMCDAC), the employees and parent-representatives conducted one-on-one structured interviews with the head of each household in the community.</p> <p>Dr. Christopher Allen S. Marquez, Director of LMCDAC, was also present to ensure the conduct of standard operational procedures in assessing the needs of the target community.</p> | |
| Documentation | |



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Prepared by: *Agnes Madamba*

Date Submitted: *October 2, 2023*



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Livelihood Training on Wine and Vinegar Making for Sitio Masina and TIBIK, Inc.

| | |
|-------------------------------|---|
| Project Title: | Livelihood Training on Wine and Vinegar Making for Sitio Masina and TIBIK, Inc. |
| Date: | September 30, 2023 |
| Time: | 8:00am-12:00 noon |
| Team Composition: | School of Accountancy and Business |
| Project Leaders: | Mrs. Mayvelyn S. Covita and Dr. Harrison T. Villanueva |
| Project Staff/Members: | Dr. Regina D. Ramel Mrs. Rodora P. Tipay |

Narrative

Saint Mary's University, School of Accountancy and Business has led in the provision of opportunities for the income generating activities and livelihood skills training to the 26 members of the adopted women's group, the Sitio Masina Women's Organization of Barangay Baretbet, Bagabag, Nueva Vizcaya and the Timpuyog Iti Babbalasang Idi Kalman, Inc. (TIBIK, Inc) of the Province of Nueva Vizcaya, and with them is Hon. Roland Carub, Board Members of the North District of the Province of Nueva Vizcaya and the Founder of TIBIK, Inc.

On September 30, 2023, the Seminar on How to Start a Business and the Wine and Vinegar Making was conducted at the Debuscherre Hall from 8 o'clock in the morning until 12:20 in the afternoon. Mrs. Mayvelyn S. Covita, Graduate Program Cluster Department Head Business and Accountancy, and Dr. Harrison T. Villanueva, organized the said seminar. Dr. Regina D. Ramel, CPA, delivered her very warm welcome and opening remarks. Dr. Allen Christopher S. Marquez delivery his very inspiring message to everyone – the SMU and to our community partners, that we need to strengthen our partnerships through defining our roles as partners, and mostly sharing our resources and capacities to satisfy our partnerships. Mrs. Angela C. Garra, a Ph.D, 1 student was the Resource Speaker on How To Start a Business and Mr. Neil Jansen O. Reginalde, MBA 1 Student, was the speaker on How to Market Product: The Ps of Marketing.

Training on Wine and Vinegar making was facilitated just after the Seminar on How to Start a Business. Mr. Robert S. Aceret, Mr. Jerome A. Cabanag, Mr. Olivar Reimus Barroga, Mr. Vincent Carlo C. Boniol, of the CNS Department were the trainers on how to make wine and vinegar out of the *rambutan* and *lansones* fruits, with their Director, Dr. Elsa Cajucom.

The Seminar-Training ended with the Closing Ceremony. Trainees' representatives, Masina Group and TIBIK, Inc., gave their impressions. Hon. Roland Carub delivered



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his response in behalf of the women's group. It was followed by the awarding of certificates to the speakers, facilitators, trainers and to the trainees. Mrs. Loreta V. Garlitos formally closed the program thanking everyone for the very fruitful engagements, the SAB in coordination with the LMCDAC and SHANS, particularly, the CNS, and the community partners.

"Not every difficult and dangerous thing is suitable for training, but only that which is conducive to success in achieving the object of our effort." — Epictetus

Documentation





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Prepared by:

RODORA P. TIPAY, Extension Coordinator-SAB

Date Submitted:

November 10, 2023



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Collaborative Seminar on Entrepreneurship, Marketing Management and Business Organization and Management for Sitio Masina

| | |
|--|--|
| Project Title: | Collaborative Seminar on Entrepreneurship, Marketing and Business Organization & Management |
| Date: | September 30, 2023 |
| Time: | 8:00 AM-1:00PM |
| Team Composition: | MBA Students from MMBA 203 (Marketing Management) course PhD Commerce students from COMF 312 (advance Studies in Business Organization & Management) and COM 338 (Advance Studies in Entrepreneurship) courses Faculty Members in the Business and Accountancy Cluster |
| Project Leader: | Dr. Mayvelyn S. Covita |
| Project Staff/Members: | Jerome Cabanag Geover Martinez Neil Jensen Reginalde Frances Ann Abriam Mariela Angela Calderon Lyra Lenn Causarin Selle B. Dela Cruz Joyce Ann Galamay |
| Narrative | |
| <p>The objective of this activity or seminar is to plan, coordinate, and manage a seminar on Entrepreneurship Marketing Management and Business Organization for identified participants who are members of Timpuyog ti Babbalasang idi Kalman, Nueva Vizcaya (TIBIK-NV) Inc, an NGO, and Masina Women's Organization. This seminar will be integrated with their developed products. The seminar on Livelihood and Skills Training on Wine and Vinegar Making aims to educate, engage, and inspire participants to apply the learning and insights they gain to their product development.</p> <p>The seminar is expected to achieve the following outcomes: presenting and discussing the basics of entrepreneurship, particularly "How to Start a Business" and "Entrepreneurial Competencies"; presenting and discussing fundamental marketing management concepts, especially the 4Ps, for integration into the marketing of participants' products; and providing information on Business Organization & Management that participants can apply to their entrepreneurial endeavors.</p> <p>MBA students from MMBA 203 (Marketing Management) class were divided into two</p> | |



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groups, each consisting of nine (9) members. One group facilitated the seminar on "Livelihood and Skills Training on Wine and Vinegar Making," which took place on September 30, 2023, at Debuscherre Hotel Function Hall, Saint Mary's University, Bayombong, Nueva Vizcaya. The other group is for the October 1 activity on Chayote Quash Pickles livelihood activity.

The group had the opportunity to sponsor the outreach by contributing P200.00 each, for a total of P1,800.00 for the snacks and sharing their knowledge of basic marketing principles. Mr. Neil Jansen O. Reginalde served as the lecturer for the seminar, covering the topic "How to Market a Product: The Ps of Marketing."

In total, there were twenty-six (26) participants, including 11 women from Sitio Masina and 15 women from TIBIK, Inc.

Overall, the participants engaged with the lectures and all were satisfied and happy about the extension program provided.

Extension Program Evaluation and Analysis

A 5-Scale Rating Surveys were distributed to twenty-six participants to know their feelings towards the extension program, with 1 as the lowest and 5 as the highest.

Table 1 presents the total number of participants' rating from each criterion.

| Criteria | 1 | 2 | 3 | 4 | 5 |
|--|---|---|---|---|----|
| A. Relevance of the Topics | | | | | |
| A.1 How To Start a Business | | | | 9 | 17 |
| A.2 How to Market a Product: The Ps of Marketing | | | | 6 | 20 |
| B. Effectiveness of the Speakers | | | | | |
| B.1 Mrs. Angela C. Garra | | | 1 | 8 | 17 |
| B.2 Mr. Neil Jansen O. Reginalde | | | | 8 | 18 |
| C. Effectiveness of the Facilitators | | | | | |
| C.3 Promptness | | | | 6 | 20 |
| C.3 Friendliness | | | | 5 | 21 |
| D. Effectiveness of Events Logistics | | | | | |



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| | | | | | |
|---|---|--|--|---|----|
| D.1 Venue or Online Platform | | | | 4 | 22 |
| D.2 Meals | | | | 4 | 22 |
| D.3 Time Management | | | | 4 | 22 |
| D.4 Transportation (for cultural site visit participants) | 4 | | | 4 | 18 |
| E. Overall Impression | | | | 2 | 24 |

Table II presents the computed amount and average for each criterion.

| CRITERIA | 1 | 2 | 3 | 4 | 5 | TOTAL | AVERAGE |
|---|---|---|---|----|-----|-------|-------------|
| A. Relevance of the Topics | | | | | | | |
| A.1 How To Start a Business | | | | 36 | 85 | 121 | 4.65 |
| A.2 How to Market a Product: The Ps of Marketing | | | | 24 | 100 | 124 | 4.77 |
| B. Effectiveness of the Speakers | | | | | | | |
| B.1 Mrs. Angela C. Garra | | | 3 | 32 | 85 | 120 | 4.62 |
| B.2 Mr. Neil Jansen O. Reginalde | | | | 32 | 90 | 122 | 4.69 |
| C. Effectiveness of the Facilitators | | | | | | | |
| C.3 Promptness | | | | 24 | 100 | 124 | 4.77 |
| C.3 Friendliness | | | | 20 | 105 | 125 | 4.81 |
| D. Effectiveness of Events Logistics | | | | | | | |
| D.1 Venue or Online Platform | | | | 16 | 110 | 126 | 4.85 |
| D.2 Meals | | | | 16 | 110 | 126 | 4.85 |
| D.3 Time Management | | | | 16 | 110 | 126 | 4.85 |
| D.4 Transportation (for cultural site visit participants) | 4 | | | 16 | 90 | 110 | 4.23 |
| E. Overall Impression | | | | 8 | 120 | 128 | 4.92 |
| TOTAL AVERAGE | | | | | | | 4.73 |

For each criterion on the evaluation, the amounts presented were computed by multiplying the total number of responses for each criterion by the rate value (1, 2, 3, 4, 5). Then averages were calculated by dividing the TOTAL by the total number of respondents which is 26.

The table shows that the Overall Impression of participants had the highest rating of 4.92 which means that the speakers and the trainer were effective and the participants liked the



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overall activities held. Transportation of Participants had the lowest rate of 4.23 because there were some delays and issues in the transport of some participants since they came from a remote barrio where communication is unstable but they were immediately fetched. The total average of all criteria shows a high rate of 4.73 which signifies that participants were all satisfied and happy about the overall extension program provided.

According to the comments collected from twenty-six participants, they liked all the activities provided and commended the topic about the 7 Ps of Marketing. Participants suggested more Entrepreneurship training and seminars specifically Mushroom Processing, Packaging, Bookkeeping and Costing.

Documentation



Ms. Dhona Marie Dima for the Opening Prayer



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Mrs. Rodora Tipay on the acknowledgement of the Participants (Women of Sitio Masina and TIBIK, Inc.) and the Statement of Purpose



Dr. Regina Ramel giving her Welcome and Opening Remarks and Introduction to the women of Sitio Masina



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Dr. Christopher Allen S. Marquez giving a short message



Dr. Mayvelyn Covita on the Introduction of Lecturers



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Mrs. Angela Garra, PhD Commerce 1 student with her lecture on



"How to start a Business"

Mr. Neil Jensen Reginalde's lecture on "How to Market a Product: The Ps of Marketing"



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Mr. Robert Aceret on the Orientation to the Participants



Livelihood Training Proper Wine and Vinegar Making



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Awarding of Certificates

| | |
|------------------------|---|
| Prepared by: | <i>Mariela Angela Q. Calderon</i> <i>MBA Student</i> |
| Date Submitted: | |



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Livelihood Training on Chayote Pickles Production for Prk. Gonggongob

| | |
|-------------------------------|--|
| Project Title: | Seminar on How to Start a Business and Chayote Squash Production |
| Date: | October 1, 2023 |
| Time: | 9:00am – 5:30 pm |
| Team Composition: | School of Accountancy and Business |
| Project Leaders: | Mrs. Mayvelyn S. Covita and Dr.. Harrison T. Villanueva |
| Project Staff/Members: | Dr. Regina D. Ramel Mrs. Rodora P. Tipay |

Narrative

Saint Mary's University, School of Accountancy and Business has led in the provision of opportunities for the income generating activities and livelihood skills training to the 15 members of the adopted women's group, the Gonggongob Farmers' Association, Barangay Cabuluan, Villavede, Nueva Vizcaya.

On October 1, 2023, the Seminar on How to Start a Business and Chayote Pickles Production was conducted at the De Buscherre Hall from 8 o'clock in the morning until 5:30 in the afternoon. Mrs. Mayvelyn S. Covita, Graduate Program Cluster Department Head Business and Accountancy, and Dr. Harrison T. Villanueva, organized the said seminar. Dr. Harrison T. Villanueva, delivered her very warm welcome and opening remarks. Dr. Allen Christopher S. Marquez delivery his very inspiring message to everyone – the SMU and to our community partners, that we need to strengthen our partnerships through defining our roles as partners, and mostly sharing our resources and capacities to satisfy our partnerships. Mrs. Sheryl A. Baria, a Ph.D, 1 student was the Resource Speaker on How To Start a Business and Ms. Lovely Grace M. Paulino, MBA 1 Student, was the speaker on How to Market Product: The Ps of Marketing, fully supported by the School of Graduate Studies doctoral and masteral students.

Chayote squash production was conducted just after the Seminar on How to Start a Business. Mr. George Rawson A. Guiab, Laboratory Assistant, HTM Department and Mr. Tristan Jay C. Cabreros, President, JTHMAP, were the trainers on how to produce Chayote Squash Pickles, with the supervision of Mr. John Michael C. Ibarra, Head, HTM Department.

The Seminar-Training ended with the Closing Ceremony. Trainees' representative, Hon. Marcelino Tayaban, Sector Kagawad of Purok Gonggongob, gave his impression in behalf of the group participants. It was followed by the awarding of certificates to the speakers, facilitators, trainers and to the trainees by Dr. Regina D. Ramel, CPA, Dean, SAB. Mr. John Michael C. Ibarra, Head, HTM Department, formally closed the program thanking everyone for the very fruitful engagements with the SAB.



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"Not every difficult and dangerous thing is suitable for training, but only that which is conducive to success in achieving the object of our effort." — Epictetus

Documentation



Prepared by:

RODORA P. TIPAY, Extension Coordinator-SAB

Date Submitted:

November 10, 2023



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**Collaborative Seminar on Entrepreneurship, marketing Management and Business
Organization and Management for Purok Gonggongob**

| | |
|--|--|
| Project Title: | Collaborative Seminar on Entrepreneurship, Marketing Management and Business Organization & Management |
| Date: | October 1, 2023 |
| Time: | 8:00 AM – 12:00 NN |
| Team Composition: | School of Graduate Studies Business and Accountancy Cluster (MBA) |
| Project Leader: | Dr. Mayvelyn S. Covita |
| Project Staff/Members: | MMBA 203 (Marketing Management) Students Jess Cacho, Carlyn Claire Cera, Eufrecia Lucas, Kyla Padilla, Lovely Grace Paulino, Glovin Reyes, Jenelyn Toluan, Czarina Gaye Tubaran COM 338 (Advanced Studies in Entrepreneurship) Students Ms. Sheryl A. Baria, Mrs. Angela C. Garra and Professor Dr. Harrison T. Villanueva |
| Narrative | |
| <p>This activity was conducted to successfully plan, coordinate, and manage a seminar on Entrepreneurship, Marketing Management and Business Organization among identified participants, particularly the Gonggongob Community Partners, which will be integrated to their developed product which is the Chayote Squash Pickles. The seminar serves as a platform to educate, engage, and inspire participants to deploy learning and insights gained for their developed products.</p> <p>This activity's target or expected outputs are as follows:</p> <ul style="list-style-type: none">• Present and discuss the basics of entrepreneurship particularly on: "How to Start a Business" and "The Entrepreneurial Competencies";• Present and discuss basic marketing management concepts, particularly on the 4Ps, for integration to the marketing of products developed by the target participants/clients; and• Present and discuss information on Business Organization & Management that participants would be able to employ on their entrepreneurial engagement. <p>The activity started with the registration of the fifteen (15) and eighteen (18)</p> | |



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recipients/trainees and extensionists/facilitators, respectively. A total of ₱1,600 was donated by the MBA Project Members, which was spent on snacks distributed before the lectures began.

The program was opened by a prayer from Ms. Wendy Vallejo, a BSA-MM 3 student, followed by the Welcome and Opening Remarks from Dr. Harrison T. Villanueva, an SoGS Professor and at the same time the Assistant Director of IDQAO. The acknowledgement of participants and the Statement of Purpose was given next by Mrs. Rodora P. Tipay, the Community Development & Advocacy Coordinator of the School of Accountancy and Business. For the last part of the preliminaries, Dr. Christopher Allen S. Marquez, the Director of LMCDAC, delivered his message to the group.

The seminar proper was conducted with the lecture on “How to Start a Business” given by Mrs. Sheryl A. Baria, a PhD Commerce 1 student, followed by the talk on “How to Market a Product: The Ps of Marketing” as delivered by Ms. Lovely Grace M. Paulino, an MBA 1 student.

As a practice of the University, an evaluation of the collaborative seminar was accomplished by the household parents of Purok Gonggongob after listening to the two aforementioned speakers before the group had their lunch.

Documentation



Registration of participants/trainees from Purok Gonggongob, Brgy. Cabuluan, Villaverde.



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Opening prayer by Ms. Wendy Vallejo.



Dr. Harrison T. Villanueva giving his Welcome and Opening Remarks



Mrs. Rodora P. Tipay in her acknowledgement of participants and delivery of the Statement of Purpose



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Dr. Christopher Allen S. Marquez imparting his message to the Community Recipients



First lecture on "How to Start a Business" given by Mrs. Sheryl A. Baria, PhD Commerce 1 Student



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Ms. Lovely Grace M. Paulino delivering her lecture on "How to Market a Product: The Ps of Marketing"



Post-evaluation by the participants assisted by the MBA facilitators.



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Photo ops of the participants and facilitators.



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TRAINEES

| Revision No. | Approval Date | Effectivity Date | Amendment |
|--------------|-------------------|-------------------|------------------|
| 00 | July 1, 2022 | July 1, 2022 | Initial Issue |
| 01 | November 17, 2022 | November 17, 2022 | Change in header |

Extension/Outreach Attendance/Participation Report

Project/Activity Title:

ENTREPRENEURSHIP AND LIVELIHOOD SKILLS TRAINING ON CHAYOTE SQUASH PICKLES PRODUCTION

Unit/Department/School: SAR, SEAIT, SoGS
Venue: Debuscherre Function Hall and 80V Laboratory
Date: OCTOBER 1, 2023

| | Name | Participant Type (Employee/Student/Alumnus) | Nature of Involvement (Project Leader/Sub-leader/Facilitator/Participant/Donor) | Hrs. | Signature |
|----|------------------------|---|---|------|------------------------|
| 1 | Jesseline T. Ambat | | | | Jesseline T. Ambat |
| 2 | Maria Theresa T. Ambat | | | | Maria Theresa T. Ambat |
| 3 | Marlene Cabalun | | | | Marlene Cabalun |
| 4 | MARY CABREROS | | | | MARY CABREROS |
| 5 | FELEA BACAU | | | | FELEA BACAU |
| 6 | ANITA ONGALON | | | | ANITA ONGALON |
| 7 | YAREB VAND | | | | YAREB VAND |
| 8 | NARCINIA OMBONGAN | | | | NARCINIA OMBONGAN |
| 9 | Margie Tancasa | | | | Margie Tancasa |
| 10 | Anita Pingitan | | | | Anita Pingitan |
| 11 | Alpa Man Cabrera | | | | Alpa Man Cabrera |
| 12 | Daisy Palagona | | | | Daisy Palagona |
| 13 | Resma Ogalon | | | | Resma Ogalon |
| 14 | Valyn T. Chayote | | | | Valyn T. Chayote |
| 15 | Benjie T. Chayote | | | | Benjie T. Chayote |
| 16 | | | | | |
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| 21 | | | | | |
| 22 | | | | | |

Total number of recipients/participants/trainees.



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FACILITATORS

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| 00 | July 1, 2022 | July 1, 2022 | Initial Issue |
| 01 | November 17, 2022 | November 17, 2022 | Change in header |

Extension/Outreach Attendance/Participation Report

Project/Activity Title:
ENTREPRENEURSHIP AND LIVELIHOOD SKILLS TRAINING ON CHAYOTE SQUASH PICKLES PRODUCTION

Unit/Department/School: SAB, SEAIT, SoGS
Venue: Debuscherre Function Hall and 80th Laboratory
Date: OCTOBER 1, 2023

| No. | Name | Participant Type (Employee/Student/Alumni) | Nature of Involvement (Project Leader/Sub-leader/Facilitator/Participant/Donor) | Hrs. | Signature |
|-----|---------------------------|--|---|------|-----------|
| 1 | DR. BENEDICTO, DR. JASMIN | Professor | | | |
| 2 | DR. A. ARNOLD-BARBA | Professor | Teacher | | |
| 3 | Geoffrey T. Tiburan | Faculty/Student | Facilitator | | |
| 4 | John Nika Jay V. Rella | Student | Facilitator | | |
| 5 | John E. Tuman | Student | Facilitator | | |
| 6 | MARQUEL S. GONZA | Student | Facilitator | | |
| 7 | Jenly Grace M. Paulino | Student | Facilitator | | |
| 8 | Jessy P. Cacho | Student | Facilitator | | |
| 9 | Garvin Wernar Reyes | Student | Facilitator | | |
| 10 | Warren T. Valayon | Student | Facilitator | | |
| 11 | Carlo Alan Can | Student | Facilitator | | |
| 12 | Shane B. Jomb | Student | Facilitator | | |
| 13 | Eustacia C. Lucas | Student | Facilitator | | |
| 14 | Wendy L. Nalejo | Student | Facilitator | | |
| 15 | Angela Borda | Student | Facilitator | | |
| 16 | JOHN V. GARCIA | Student | Facilitator | | |
| 17 | MICHAEL MARGARIT | Student | Facilitator | | |
| 18 | RODOLFO P. DAPAY | Student | Facilitator | | |
| 19 | | | | | |
| 20 | | | | | |
| 21 | | | | | |
| 22 | | | | | |

EVALUATION FOR THE SEMINAR "CHAYOTE SQUASH PICKLES"

| Criteria | 1 | 2 | 3 | 4 | 5 | N/A |
|---|---|---|---|---|---|-----|
| A.Relevance of the Topics | | | | | | |
| 1.How to start a business | | | | | | 12 |
| 2.How to Market a Product:The P's of Marketing | | | | | | 12 |
| B.Effectiveness of speakers | | | | | | |
| 1.Ms. Sheryl A. Baria | | | | | | 12 |
| 2. Ms. Lovely Grace M. Paulino | | | | | | 12 |
| C.Effectiveness of the Facilitators | | | | | | |
| 1.Promptness | | | | | | 12 |
| 2.Friendliness | | | | | | 12 |
| D.Effectiveness of Event Logistics | | | | | | |
| 1.Venue or Online Platform | | | | | | 12 |
| 2.Meals | | | | | | 11 |
| 3.Time Management | | | | | | 11 |
| 4.Transportation (for cultural site visit participants) | | | | | | 5 7 |
| E.Overall Impression | | | | | | 12 |

II. Comments and Suggestions

1. What part of the conference/seminar/training/workshop is the most valuable to you?
Kasino ni nga itako diay produkto ni.
How to start a Business
All parts
How to manage our product (business) and how to improve
Kung paano magbusiness
Lahat ng sinabi at tinuro para magbusiness
The most valuable topic is number 1

2. What did you like the most about the conference seminar/training/workshop?
Help in livelihood
Yung pangalawang turo sa chayote squash pickles maganda ang pagdiscuss naintindihan namin
Explaining about business
Mang improve na kas ano nga mapasayat ti mayna negosyo
To prove our business and how to manage our product
Over all seminar
Effectiveness of the speakers

3. What did you like the least about the conference/seminar/training/workshop
All answers are none

4. What other comments and suggestions do you have about the seminar?
Have another seminar/training

5. What theme would you like to attend to in the same or a different seminar?
Same similar topic about business
Pag isipan muna pagkatapos malprocess ang chayote squash pickles
To attend another seminar for other livelihood products

Total number of extensionists/facilitators.

Prepared by:

Jenelyn R. Toluan, MBA 1 Student

Date Submitted:

October 17, 2023



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Livelihood Training on Miki and Siomai Making for TIBIK, Inc.

| | |
|---|--|
| Project Title: | NOODLE AND SIOMAI SKILLS TRAINING (TIBIK-NV) "Beyond 2025, Forging Community Partners-Centered Resilient and Future" |
| Date: | October 4, 2023 |
| Time: | 8:00 – 5:00 pm |
| Team Composition: | Mrs. Rodora P. Tipay, SAB-CDA Coordinator, Dean Dr. Regina D. Ramel, Dr. Christopher Allen S. Marques, LMCDAC Director, and Mr. John Michael C. Ibarra, HTM Dept. Head |
| Project Leader: | Mrs. Rodora P. Tipay, SAB-CDA Coordinator |
| Project Staff/Members: | Mrs. Rodora P. Tipay, SAB-CDA Coordinator Mr. John Michael C. Ibarra – HTM Dept. Head HTM Faculty & Staff Student Leaders of PASOA-SMU Chapter & JTHMAP-SMU Chapter |
| Narrative | |
| <p>On October 4, 2023, a skills training session was conducted at the Georges De Buscherre building with the recipients from the Timpuyug Iti Babblasang Idi Kalman, organization founded and led by board member, Mr. Roland Carub. This skills training would not be possible without the initiative and leadership of Mrs. Rodora P. Tipay, SAB-CDA Coordinator, Dean, Dr. Regina D. Ramel, CPA, and Dr. Allen Marques, LMCDAC Director. This session was conducted to help the recipients gain knowledge and experience through the training demonstration that will help them gain income in the business that they will pursue someday.</p> <p>The session started with a seminar with Mr. George Rawson A. Guiab, Ms. Ana Victoria Celestine R. Belen, HTM laboratory assistants and Mrs. Jesusa Ana Mara F. Jacalne, HTM faculty as the resource speakers. The seminar talked about the importance of product innovation and how this will help their organization learn and earn income that will be beneficial for them. After the seminar, immediately they went on to the actual training demonstration wherein first hand they learned the proper way of kneading, rolling, and cutting dough into shaping it as a product. After the demonstration, the recipients took their turn in making the products that was discussed and shown to them by our trainers. Alongside our trainers is the dedicated student officers of the JTHMAP-Chapter and PASOA-SMU Chapter.</p> | |
| Documentations | |



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| | |
|------------------------|---|
| Prepared by: | <i>JOHN MICHAEL C. IBARRA – HTM DEPARTMENT HEAD</i> |
| Date Submitted: | <i>November 12, 2023</i> |



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SAB Outreach Activity with Financial Literacy Seminar - Poblacion Farmer Laborers' Association

| | |
|---|---|
| Project Title: | Outreach Program and Seminar on Financial Literacy |
| Date: | October 15, 2023-Sunday |
| Time: | 1:00-5:00pm |
| Team Composition: | |
| Project Leader: | Mr. Samuel B. Damayon |
| Project Staff/Members: | Mrs. Rodora P. Tipay-SAB Mr. John Lindy R. Soriano-SAB Mrs. Sheryl A. Baria-SAB Mr. Brian Baristo-STEh Mr. Shane B. Donato-SABCC Governor Mr. Kerwin Bayot-STEh Mrs. Pearl A. Coballes-STEh |
| Narrative | |
| <p>LOOK: Candidates for the Search for Mr. and Ms. School of Accountancy and Business joined an Outreach Program and Seminar on Financial Literacy 🍕</p> <p>Beauty pageants have a long tradition of being related with extravagant dress, superb stage performances, and a focus on their physical features. However, in recent years, several pageants have included social concerns in their contests, and these initiatives can have a significant effect on communities. The candidates' presence and influence can have a huge impact on society and inspire others to take action as well.</p> <p>Thus, the candidates and the School of Accountancy and Business, the four (4) faculty members of the School of the Teacher Education and Humanities headed by Mr. Samuel T. Damayon, visited one of the adopted communities, the of Saint Mary's University, which is Poblacion, Villaverde, Nueva Vizcaya.</p> <p>Together with the candidates are the School of Accountancy and Business, HBO Class Code 3535, SABCC officers, the School of Teacher Education and Humanities, the Lingkod Maria Community Development and Advocacy Center, and the Barangay Local Government Unit of Poblacion particularly had an outreach program to the Poblacion Farmer Leaders Association (PFLA).</p> <p>The flow of the activities was done first, with an opening program and a seminar on Financial Literacy. Kgd. Leny P. Tolentino delivered her welcome and opening remarks. Mr. John Lindy R. Soriano, Department Head, Accountancy Department, did a very comprehensive lecture on Financial Literacy. Mrs. Sheryl A. Baria, SABCC Adviser and SAB Research Coordinator,</p> | |



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facilitated the open forum. Mr. Samuel B. Damayan, Dean of Student Affairs and Services, facilitated the awarding of certificate to the lecturer/speaker. Second, was the parlor games for the PFLA members and their children, facilitated by the candidates of the SAB Mr. and Ms. Campus Personality 2023, the SABCC Officers, and the HBO class code 3535. Third, was the distribution of prizes and love gifts to the 45 members of the PFLA. Lastly, was the response and closing remarks from Mrs. Lyza Parocha, President of the PFLA.

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Prepared by:

RODRIGUEZ, Extension Coordinator-SAB

Date Submitted:

August 15, 2023



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SAB Food Safety Seminar

| | |
|-------------------------------|--|
| Project Title: | SEMINAR ON FOOD SAFETY AND SANITATION |
| Date: | October 28, 2023 |
| Time: | 8:00 – 11:30 am |
| Team Composition: | Hospitality and Tourism Department Faculty, JTHMAP-SMU Chapter Officers |
| Project Leader: | Mr. John Michael C. Ibarra, HTM Dept. Head, |
| Project Staff/Members: | Mrs. Jesusa Ana Maria F. Jacalne HTM Faculty, Mr. Tristan Jay C. Cabrerros, JTHMAP-SMU Chapter Governor |

Narrative

JTHMAP-SMU Chapter Officers facilitates the seminar regarding food safety and sanitation to raise awareness about the importance of food safety practices and proper sanitation in the food industry. The seminar brought together professionals and students from the field of Hospitality industry shares their knowledge and experiences in ensuring the safety and quality of food products.

The participants gained knowledge about the proper techniques to prevent cross-contamination like the proper way in separating raw and foods, using separate utensils, and maintaining clean workspaces to prevent the spread of bacteria. The seminar also discusses the role of personal hygiene in food safety. Participants were educated in on the significance of regular hand washing, wearing appropriate protective gear, and maintaining clean and well-maintained facilities. After which, a discussion about menu planning was presented by Mrs. Jesusa for the concessionaires to be aware of the costing, preparation of meals, and portions of the food being served in the canteen. The highlight of this seminar is orient and give feedbacks to the concessionaires of the university and a form of survey was given to them with specific questions addressed to the concerns of their establishments and with a open-ended question asking what do they want to learn more that they would want to implement during their next operations.

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Prepared by:

JOHN MICHAEL C. IBARRA – HTM DEPARTMENT HEAD

Date Submitted:



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Entrepreneurs for the Environment: Leading the Green Revolution

| | |
|-------------------------------|---|
| Project Title: | Webinar on Entrepreneurs for the Environment: Leading the Green Revolution |
| Date: | November 10, 2023 |
| Time: | 1:30-4:30 PM |
| Team Composition: | Ms. Sheryl A. BariaMrs. Loreta V. Garlitos |
| Project Leader: | Dr. Harrison T. Villanueva |
| Project Staff/Members: | Mrs. Rodora P. Tipay Dr. Mayvelyn S. Covita Mrs. Angela C. GarraDr. Regina D. Ramel |

Narrative

The previous research on the MSMEs green business practices revealed that they display very good practices in the reduction of power waste and energy saving despite their limited awareness and waste sorting practices and needs further awareness and practice on the following specifically on usage of renewable and natural ingredients and products; green packing, green packaging, and eco-labeling; green building; eco-cleaning; less usage of paperless printing; usage of public transport; and spreading awareness about "green business". The challenges on green business practices also showed that MSMEs have limited knowledge, weak implementation of environmental policies, and expensive cost of adopting green business practices.

Green business practices can be promoted through an engagement with the Department of Trade and Industry in conducting information dissemination activities to MSMEs to heighten their green business practices with emphasis on **zero-waste disposal practices and product development, energy saving practices, and inviting an entrepreneur** to share his/her implementation of green business practices.

The project was conducted via Zoom (online), and it was scheduled based on the availability of the MSMEs and resource speakers. The target beneficiaries of the program were MSMEs who are into food and non-food products invited by the Department of Trade and Industry, and it was also suggested by Ms. Lenore Lee Lopez, Business Development Division Chief that it is also better to involve would-be entrepreneurs to attend.

Activity 1: Plan Information-dissemination activities on Green Business Practices with the Department of Trade and Industry and identify resource speakers on green business practices (August to September 2023)



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Dr. Harrison T. Villanueva, lead researcher, visited Ms. Rowena F. Mayangat, Former Division Chief, Consumer Protection of the Department of Trade and Industry on August 22, 2023, to present the findings of the study and present the plan of our project. The activities in the plan included inviting an entrepreneur to share her implementation of green business practices, zero waste disposal practices, product development, and energy saving practices.

A follow-up conversation was done on September 18, 2023 to discuss the roles of DTI and SMU as well as the target participants of the webinar. Ms. Mayangat also proposed that the webinar will be conducted in October in celebration of the Consumer Month since the theme is "Gen S: Generation Sustainable".



Activity 2: Conduct of Webinar on Green Business Practices (Entrepreneurs for the Environment: Leading the Green Revolution)

The researchers in collaboration with the Department of Trade and Industry, SMU School of Accountancy and Business and SMU School of Graduate Studies conducted information dissemination activities specifically highlighting entrepreneurs implementing green business practices and conducted lectures on energy saving practices and zero waste disposal practices and product development. The webinar was attended by 17 MSMEs, 80 students, 2 from DTI, and 8 SMU employees.

Topic 1: Lecture on the Energy Saving Practices

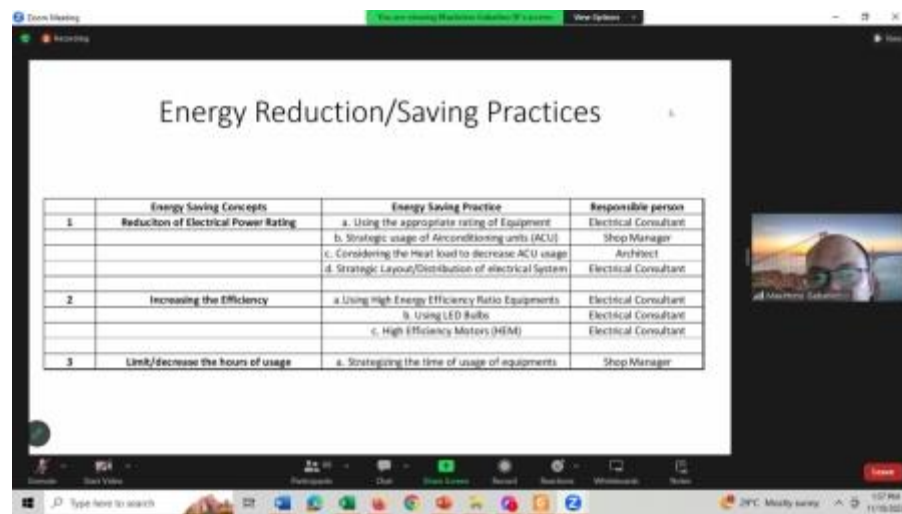
The Lecture on Energy Saving Practices was conducted on November 10, 2023. It was originally scheduled on November 3, 2023 but due to unavailability of the MSME-participants it did not push through. The plan was to conduct the activity in October 2023 but due to the hectic schedule of the Department of Trade and Industry it was proposed



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that if possible it will be scheduled on November 2023 after the Consumer Month celebration in October 2023.

Engr. Maximino C. Gabatino III, Technical Staff, Research and Development, Planning and Energy Trading, Nueva Vizcaya Electric Cooperative (NUVELCO) discussed the topic Energy Saving Practices. His topic covered the breakdown of electric bill, simplified computation for Energy, advocacy on green energy, energy reduction and saving practices, and impact on energy conversation. The lecture also highlighted the essence of energy saving which could reduce our carbon footprint and minimize the effects of global warming.





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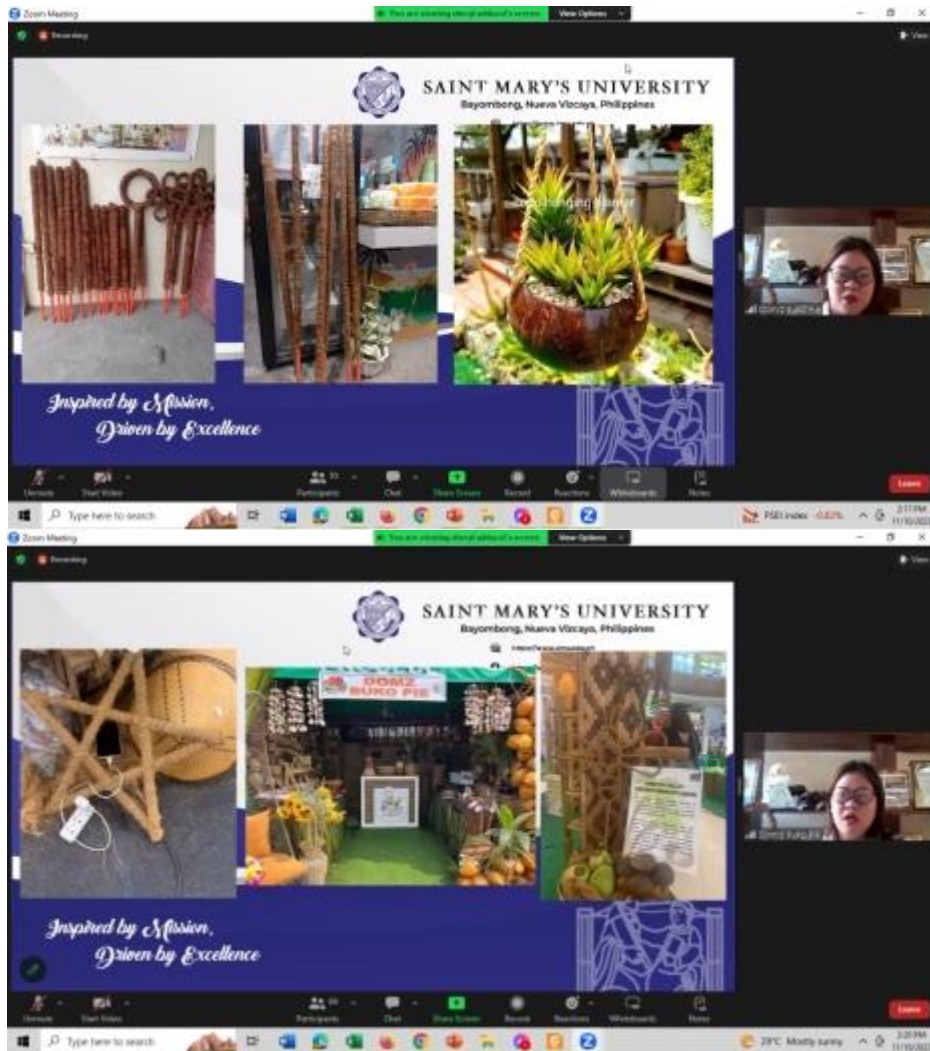
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Topic 2: Conduct Lecture inviting an entrepreneur with Best Green Business Practices and Zero Waste Disposal Practices

Ms. Jennelyn A. Pauig, Owner-Manager, Dom's Buko Pie of Bagabag, Nueva Vizcaya shared her Zero Waste Disposal Practices on November 10, 2023, to MSME and student participants. She shared how she arrived with the idea of using coconut husks and coconut wastes to a more profitable endeavor especially during the height of the pandemic. Her product development of coconut waste is already available in her café. During the open forum, Ms. Cleofe Abiva of CAMJ Food products also shared with the participants on how she utilized each component of the tomatoes to make different products to avoid waste (i.e. tomato gems and tomato jelly).





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Topic 3: Conduct Lecture on Green Manufacturing and Product Development.

Mr. Richard C. Siuagan, Senior Trade Industry Development Specialist, DTI NV Provincial Office conducted a Lecture on Green Manufacturing and Product Development on November 10, 2023. His topic covered Seven Green Waste, transformation to green manufacturing, green manufacturing concept cycle, examples of green initiatives, green product development, green product development cycle, next generation eco-friendly trends.





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The screenshot shows a Zoom meeting interface. The main window displays a presentation slide titled "Examples of Green Initiatives" with the dti logo in the top right corner. The slide is divided into four quadrants, each showing a different green initiative: Solar Panels, Wind Farms, Hydro Electric Plants, and Biomass Fuels. A central circular icon with a lightning bolt and arrows is overlaid on the slide. The Zoom toolbar is visible at the bottom, showing various controls like chat, share screen, and mute. On the right side, there is a video feed of a presenter, a man with glasses, wearing a dark shirt, with the dti logo in the top right corner of his video frame. The status bar at the bottom of the Zoom window shows the time as 3:01 PM and the date as 11/10/2021.



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Topic 4: Sharing of Green Business Practices, Challenges and Prospects: A SMU-DTI Engagement research

Dr. Harrison T. Villanueva presented the research paper on Green Business Practices, Challenges and Prospects: A SMU-DTI Engagement to solicit more inputs from the MSMEs and with the partner agencies (DTI and NUVELCO).



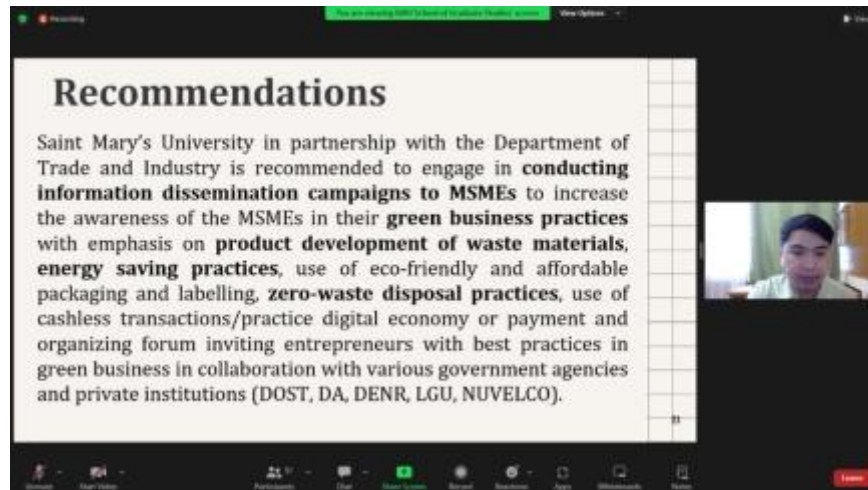


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After the presentation of Dr. Villanueva, Mr. Richard C. Siuagan, Senior Trade Industry Development Specialist, DTI NV Provincial Office expressed his support for this green business initiative. Dr. Villanueva also expressed his intention to conduct seminars, webinars, and trainings to strengthen MSMEs awareness and implementation of Green Business Practices through the School of Accountancy and Business and Business and Accountancy Cluster of the School of Graduate Studies. OIC PD Mayangat also suggested that hands-on trainings on product development/zero waste related to green business practices in the future. Other future plans also include information-dissemination activities to green consumers.



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Dr. Regina D. Ramel, Dean, School of Accountancy and Business highlighted in her welcome remarks on the roles of entrepreneurs in reducing carbon footprint and maintain sustainable environment.



The ever-supportive OIC PD of DTI, NV, Ms. Rowena Mayangat in her message highlighted the alarming issues of global warming, pollution and environmental issues including climate change. She posed a call to action that MSMEs can be pioneers of green business practices that could lead to eco-friendly future. She also mentioned about making sound



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business sense that there are consumers and investors who have positive attitude towards sustainable business.





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The resource speakers of the Webinar on Entrepreneurs for the Environment: Leading the Green Revolution.



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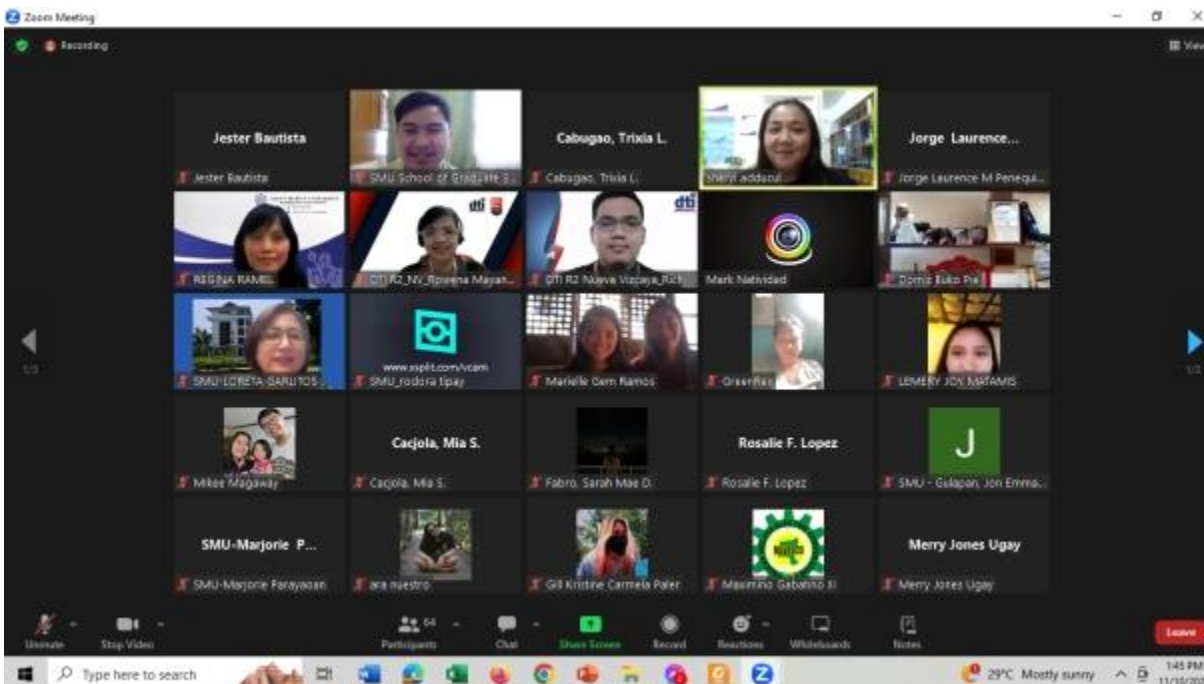
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Mrs. Rodora P. Tipay, CDA Coordinator, SAB delivered the closing remarks during the webinar.



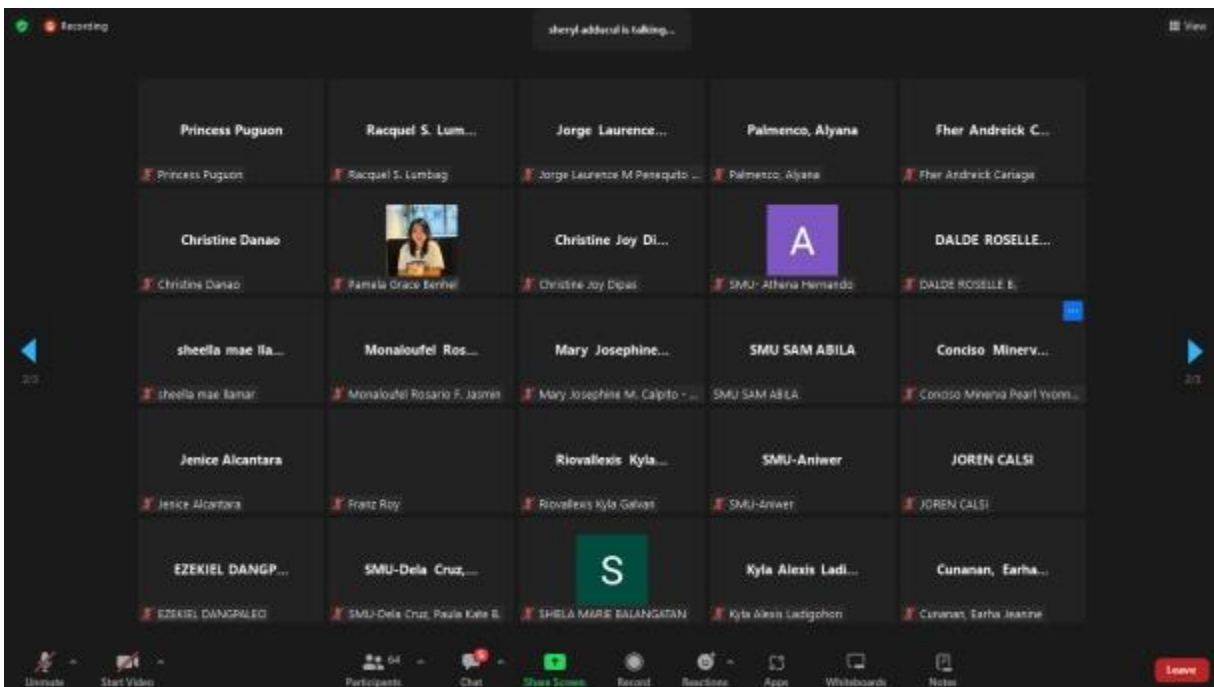
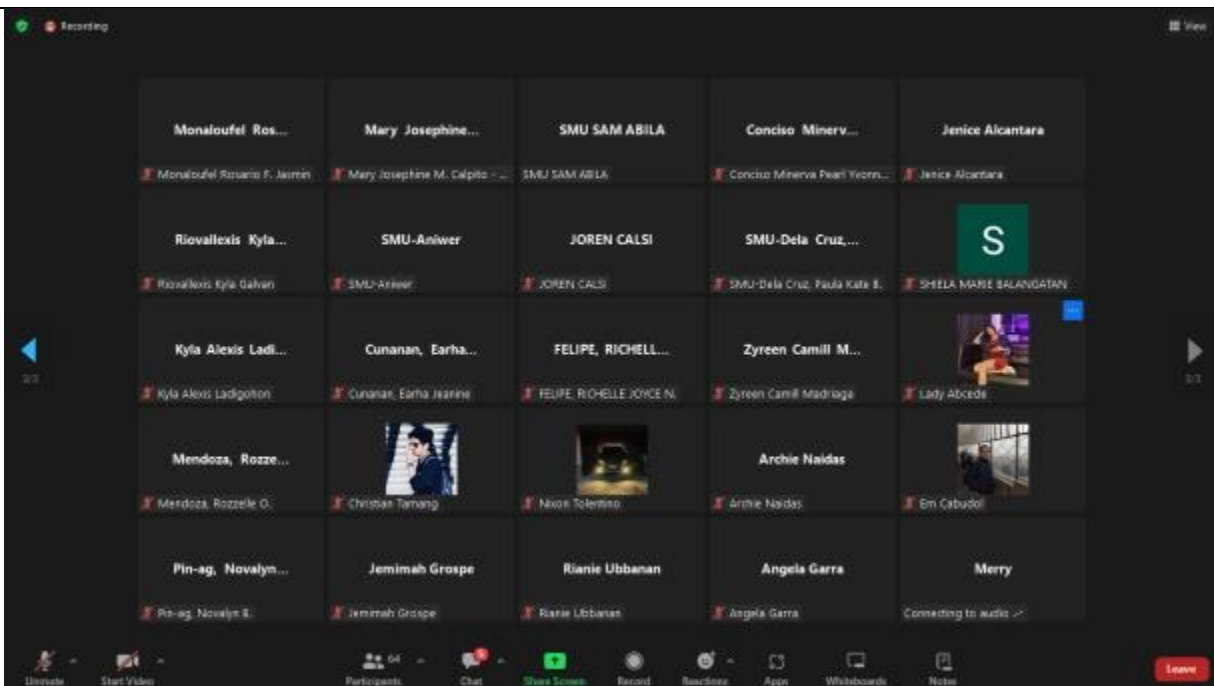


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The webinar was attended by 88 participants including 14 MSME participants.



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PROGRAM OF ACTIVITIES

Opening Prayer
Mrs. Angela C. Garra
Faculty, School of Accountancy and Business and Ph.D. Commerce student

Welcome Remarks
Dr. Regine D. Ramez, CPA
Dean, School of Accountancy and Business

Message
PD Rowena F. Mayangot
OIC Provincial Director, DTI-Nueva Vizcaya

Introduction of the Resource Speaker
Mrs. Loreta V. Garlitos
Department Head, BA, GA, and Entrep

Topic 1: Energy Saving Practices for MSMEs
Engr. Maximino C. Gabatino III
Technical Staff, Research and Development, Planning and Energy Trading
Nueva Vizcaya Electric Cooperative (NUVELCO)

Topic 2: Zero Waste Disposal Practices and Sharing of Green Business Practices
Ms. Jesselyn A. Paulg
Owner-Manager, Dana Bulu Pie (Entrepreneur)

Topic 3: Green Manufacturing and Product Development
Mr. Richard C. Staigon
Senior Trade Industry Development Specialist, DTI-NV

Topic 4: Green Business Practices, Challenges, and Prospects of MSMEs in Nueva Vizcaya
Dr. Harrison T. Villanueva
Asst. Director, IDQAO and Faculty, SAB and Professor, School of Graduate Studies

Open Forum

Virtual Awarding of Certificates to the Resource Speakers

Closing Remarks
Mrs. Rodora P. Tipay
Coordinator, SAB Community Development and Advocacy Center

Master of Ceremonies
Ms. Sheryl A. Baria
Research Coordinator, SAB and Ph.D. Commerce student

in partnership with

Department of Trade and Industry
- Nueva Vizcaya

Webinar on Entrepreneurs for the Environment: Leading the Green Revolution

Friday, November 10, 2023, 1:30 PM-5:00 PM
Via Zoom
Meeting ID: 634 140 3990
Passcode: GreenRev

This serves as an invitation.

Program of the Webinar

| | |
|------------------------|---|
| Prepared by: | Dr. Harrison T. Villanueva Project Leader |
| Date Submitted: | 11/11/2023 |



| | |
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Adopt a Tourist Spot; Mangkeleb Hill

| | |
|---|---|
| Project Title: | ADOPT - A - TOURIST MANGKELLEB HILL (OUR LADY OF VICTORY) |
| Date: | November 4, 2023 |
| Time: | 8:00 – 11:30 a.m. |
| Team Composition: | |
| Project Leader: | Dr. Mayvelyn S. Covita, HTM Faculty, Mr. John Michael C. Ibarra, HTM Dept. Head, & Mr. Mark Ian J. Soriano, HTM faculty |
| Project Staff/Members: | HTM Faculty – Dr. Mayvelyn S. Covita, Mr. Mark Ian J. Soriano HTM Dept. Head – Mr. John Michael C. Ibarra THC 7 (Tourism and Hospitality Marketing), TPC 3 (Sustainable Tourism), TMPE 7 (Ecotourism) Students JTHMAP-SMU Chapter Officers |
| Narrative | |
| <p>November 04, 2023, faculty members and students of the HTM department together with the SAB Dean, Dr. Regina Ramel, and the Community Development and Advocacy Coordinator, Mrs. Rodora Tipay went to Villaverde, Nueva Vizcaya to do a site assessment of the MangKelleb Hill Grotto. This is the preliminary activity to assess the site on the things and areas for improvement as a tourist site being developed by the Parish of Villaverde.</p> <p>After a few minutes of travel from Bayombong, we reached the entrance point to the hill. There we meet Rev. Fr. Crispin A. Costales, the parish priest of Villaverde and the initiator of the development project of MangKelleb. Along with him are his volunteer companions. We greeted each other and had a picture taken before we started climbing the MangKelleb. Fr. Costales mentioned that there is about 200+ steps to reach the cottage area on top. While climbing you can feel the fresh air from nature that touches your skin. Upon climbing we already started observing the place and our instructors have many suggestions about the beautification of this tourist site. When we arrived at the cottage area, you could see the Stone Crafted Image of Our Lady of Victory. While resting we learned stories about MangKelleb and its rich history. MangKelleb opened or started in 1978 and there are many stories of lovers who ended up getting married because they prayed there to Our Lady of Victory. It was mentioned also that it was named after an Ilokano word "Kelleb" which means laid upon or surmounted because of the 2 rocks that were superimposed with each other, which is why they called it MangKelleb. After we get some energy we started climbing again going to the top of this Mountain to see the Cross. While we are climbing we see the majestic view of Villaverde and I can say that Villaverde is the</p> | |



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right name for this Municipality because of its color green environment. After a few hiking steps, we reached the top and here we saw the view of Villaverde and Bagabag. After a few minutes, we decided to go down and at this time we used the second trail which is the hard one. We were on our way down and saw this astonishing spring between the two stones, it's just like a cave that has water inside, it's rare for me. After a few minute walks, the team rested for a while to catch a breath and discussed some recommendations and suggestions that need to be on this site. The students enrolled in Tourism and Hospitality Marketing under Dr. Mayvelyn Covita will be handling the promotion and signage of the site as part of their class project. Meanwhile, the students enrolled in Sustainable Tourism under Mr. Mark Ian J. Soriano will facilitate the improvement of the site. The group together with the students will be going back on November 25, 2023, to conduct the site cleaning and improvement activity.

Documentation



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| Prepared by: | JOHN MICHAEL C. IBARRA – HTM DEPARTMENT HEAD |
| Date Submitted: | |



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Adopt a Tourist Spot: Batad Banaue Ifugao

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|---|--|
| Project Title: | ADOPT – A – TOURIST SPOT - BATAD BANAUE IFUGAO |
| Date: | November 17-19, 2023 |
| Time: | |
| Team Composition: | |
| Project Leader: | Mr. John Michael C. Ibarra |
| Project Staff/Members: | Mr. Mark Ian J. Soriano Windell Marie Colobong Jesusa Ana Maria F. Jacalne |
| Narrative | |
| <p>The JTHMAP-SMU Chapter officers and advisers together with the BS Tourism Management 4; Ecotourism Management Class of Mr. Ibarra and BS Tourism Management 3; Heritage Tourism class of Mr. Soriano, and Tour Guiding Class of Ms. Colobong, and the HTM Faculty and Staff, are all ready as they embark on a 3-day adventure! They're headed to Barangay Batad in Banaue Ifugao for a special site assessment diving into their Adopt-a-Tourist Site project.</p> <p>Under the guidance of Mr. John Michael C. Ibarra, HTM Department Head, together with other HTM Professors, Mr. Mark Ian J. Soriano, Miss Windell Marie M. Colobong, and Mrs. Jesusa Ana Maria F. Jacalne, these enthusiastic students are gearing up to understand and evaluate the charms of Batad, examining its maximum potential as a tourist destination. Over these exciting days, they'll learn, observe, and gather insights to contribute meaningfully to the preservation and promotion of this beautiful locale.</p> <p>From hands-on experiences to discussions in the heart of this stunning province, the students are set to explore, evaluate, and envision ways to support sustainable tourism in Barangay Batad.</p> <p>On November 19, a momentous event happened today. SMU-HTM and LGU Banaue-BLGU of Batad signed a Memorandum of Agreement (MOA) for the project: Adopt-a-Tourist Site, a community extension program of the Hospitality and Tourism Management Department that promotes further development, preservation and sustainability to the adopted site.</p> <p>Present during the signing of MOA are: Barangay Captain of Batad Hon. Romeo P. Heppog, Mr. John Michael C. Ibarra, HTM Dept. Head together with HTM Faculty: Mr. Mark Ian J. Soriano, Ms. Windell Marie M. Colobong, and Mrs. Jesusa Ana Maria F. Jacalne, as well as the JTHMAP-SMU Chapter Governor, Mr. Tristan J. Cabreros and other officers namely: Mr. Jeonard N. Sandoval, Ms. Jemima Faye V. Andres, Ms. Goldwynne Mae Caresse Aquino, and Ms. Jan Cyrel Joy J. Collado. Former Governor of the organization,</p> | |



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Mr. Neil Aldrin Cacal, assisted in the said MOA signing.

SMU-HTM would like to express its heartfelt gratitude to Hon. Mayor Joel B. Bungallon and Mr. Rio Dale T. Humiwat, Supervising Tourism Officer for their assistance and approval for the said project. With this, it marks the fusion of vision and action, where SMU HTM and the LGU of Batad join hands in a pact of sustainable exploration, preserving not just the landscapes but also the culture and traditions. This agreement is not just ink on paper, it's a promise to nurture our environment and cherish the interconnectedness ecotourism sustainability, forging a legacy that echoes the harmony between humanity and the environment.

Documentation





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| Prepared by: | |
| Date Submitted: | Januuuary 17, 2024 |



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Seminar on Information Security: A Community Services Learning Activity (F2F)

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|--|---|
| Project Title: | Seminar on Computer Security: A Community Service Learning Part 1 |
| Date: | November 25, 2023 |
| Time: | 8:00 A.M to 11:00 A.M. |
| Team Composition: | |
| Project Leader: | Dr. Adonis Garces |
| Project Staff/Members: | Dr. Mayvelyn S. Covita Dr. Analyn A. Guevara Dr. Haydee James |
| Narrative | |
| <p>The Seminar on Computer Security: A Community Service Learning was held on November 25, 2023 at AP203 (Face to Face – Part 1) and December 2, 2023 via Gmeet (Part 2). The event aimed to increase the awareness of growing cybersecurity threats and challenges facing by individuals and community as a whole and empower the participants about best practices and strategies to protect themselves against cyber threats.</p> <p>Opening Session:</p> <p>The seminar commenced with an opening address by Dr. Adonis V. Garces who welcomed the participants and highlighted the significance of addressing the issues and challenges regarding computer security in terms of threats and attacks and how to protect data against cybercrimes. The students of MITF 211 – Computer Security, Control and Algorithms serves as speakers. They shared to the participants what they have learned in the classroom via this seminar.</p> <p>On topic 1: The topic commenced with an insightful overview of the current cyber threat landscape. Attendees gained a deeper understanding of various cyber threats, including malware, phishing, and ransomware, through real-world examples of recent cyber-attacks. The session also emphasized fundamental security measures, such as the importance of strong passwords, two-factor authentication, and regular software updates.</p> <p>The topic also presented the fundamentals of access controls. The importance of restricting unauthorized access to sensitive data and systems was emphasized. Participants gained insights into the various types of access controls, such as discretionary access control (DAC), mandatory access control (MAC), and role-based access control (RBAC). Real-world examples illustrated the significance of implementing effective access control measures in different environments.</p> <p>On topic 2: The topic commenced with an exploration of the human factor in security. Presentations highlighted the role of employees as both assets and potential</p> | |



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vulnerabilities in an organization's security posture. Discussions covered the importance of fostering a security-aware culture within the workforce and the impact of employee behavior on overall cybersecurity.

It also focused on the crucial phase of employee onboarding and continuous training in maintaining a secure workplace. Speakers emphasized the need for comprehensive security training programs for new hires, covering topics such as data protection, password hygiene, and recognizing social engineering attempts. Best practices for ongoing education and awareness campaigns were also shared.

It was emphasized that Human Resource Control Security was deemed highly informative and valuable in bridging the gap between HR functions and cybersecurity. It reinforced the idea that human resources are not just personnel management but crucial stakeholders in maintaining a secure organizational environment. As organizations continue to face evolving cyber threats, the seminar served as a catalyst for promoting collaboration between HR and cybersecurity teams. We anticipate that the insights shared will contribute to creating a more resilient and security-aware workforce. Plans for future events and continued collaboration on this critical intersection of HR and security were discussed, reflecting the commitment to ongoing improvement in organizational cybersecurity practices.

On topic 3: The topic began with a comprehensive session on the fundamentals of physical security. Presentations covered the definition of physical security, its objectives, and the role it plays in conjunction with other security domains. Attendees gained insights into the principles of natural surveillance, territorial reinforcement, and access control in the physical security context.

It also explored the role of video surveillance and monitoring in physical security. Attendees learned about the strategic placement of cameras, the integration of surveillance systems with access control, and the use of analytics for proactive threat detection. Discussions also covered the ethical considerations associated with video surveillance in public and private spaces.

On topic 4: The topic began with a foundational session emphasizing the importance of asset management in the context of cybersecurity. Presenters discussed the various types of assets within an organization, ranging from physical devices and infrastructure to digital information and intellectual property. Attendees gained insights into the risks associated with inadequate asset management and the potential impact on overall organizational security.

There was a focused on the process of asset identification and classification. Speakers provided practical guidance on creating and maintaining an inventory of assets, emphasizing the need to categorize them based on their criticality and sensitivity. Discussions covered the challenges associated with asset discovery in dynamic IT environments and strategies to overcome them.

Closing Session:



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The seminar concluded with an open forum to address questions from the participants. The resource speakers provided valuable insights into potential solutions and best practices how to protect from attack and threats (cybedrcrime). The closing remarks expressed gratitude to the speakers, sponsors, and participants for their contributions to a successful and insightful seminar.

Conclusion:

The seminar on Comprehensive Computer Security successfully provided participants with a well-rounded understanding of the multifaceted world of computer security. It underscored the importance of a layered defense approach, encompassing technical measures, user awareness, and incident response strategies. The event concluded with the anticipation that the knowledge shared would empower attendees to contribute to a more secure digital environment.

Documentation

Topic 1: Introduction to Computer Security and Access Controls



Topic 2: Human Resource Control Security





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Topic 3: Physical Security Controls



Topic 4: Asset Management Control Security



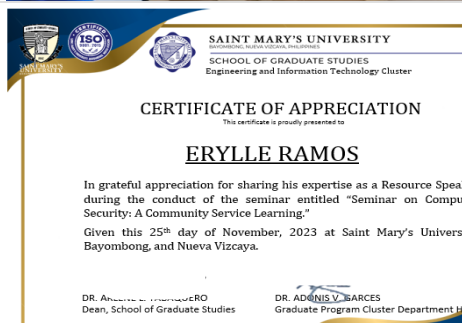


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PROGRAMME Part 2 – Dec 2, 2023 (via Online)

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|---------------|-----------------------------|-----------------------------|
| 7:45 – 8:15 | Registration | |
| 8:15 – 8:30 | Opening Prayer | |
| | National Anthem | AVP |
| | Welcome and Opening Remarks | Dr. Adonis V. <u>Garces</u> |
| | Introduction of the Speaker | Dr. Adonis V. <u>Garces</u> |
| 8:30 – 10:45 | Seminar Proper | |
| 10:45 – 10:55 | Open forum | Ms. <u>Edrylle Ramos</u> |
| 10:55 – 11:00 | Awarding of Certificate | Mr. <u>Mark Ian Billedo</u> |
| | Closing Remark | Ms. <u>Ruzsiel Cuiat</u> |

Master of Ceremony
Reniel Catubay




| | |
|-----------------|--------------------------|
| Prepared by: | <i>Dr. Adonis Garces</i> |
| Date Submitted: | January 18, 2024 |



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Turn-over of Seed Money to Prk. Gonggongob Farmers Association

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|--|---|
| Project Title: | Turn-over of Seed Money to Prk. Gonggongob Farmers Association |
| Date: | November 25, 2023 |
| Time: | |
| Team Composition: | |
| Project Leader: | |
| Project Staff/Members: | Rodora Tipay Regina Ramel |
| Narrative | |
| <p>One of the activities during the last day of the CHSF Week 2023 was the turn over of Seed Money to Prk. Gonggongob Farmers Association amounting to Ten Thousand Pesos (10,000.00). It will serve as their capital to start their business which they learned from the livelihood trainings provided for them.</p> <p>Present during the turn-over from SMU were Mrs. Rodora Tipay, CDA Coordinator, Dr. Regina Ramel, Dean of School of Accountancy and Business, Dr. Christopher Allen S. Marquez, LMCDAC Director; from Prk. Gonggongob, Kgwd. Marcelino Tayaban and the Farmers Association President. It was during the medical mission when it was turned over.</p> | |
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Livelihood Skills Training on Bookkeeping (PaBOOKas) & Fish Ball Making

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|-------------------------------|---|
| Project Title: | Livelihood Skills Training on Bookkeeping (PaBOOKas) and Fish Ball Making |
| Date: | November 27, 2023 |
| Time: | |
| Team Composition: | |
| Project Leader: | John Michael Ibarra John Lindy Soriano |
| Project Staff/Members: | Rodora Tpay Regina Ramel Tristan Jay B. Cabreros Pilar Karthereen Antonino |

Narrative

Bookkeeping Seminar was conducted by Mr. John Lindy R. Soriano, CPA, Dept. Head of Accountancy and Fish Ball Skills training (with food costing) by Mr. John Michael C. Ibarra, HTM Dept. Head with Mr. Tristan Jay B. Cabreros, Governor of JTHMAP-SMU Chapter and Vice Gov. Pilar Karthereen Antonino, commenced today at the Georges De Busschere Hotel-Laboratory (Function Hall and Kitchen respectively). Recipients for this skills training are from our partner: Timpuyug Iti Babbalasang Idi Kalman- Nueva Vizcaya(TIBIK-NV), Inc. A project made possible through the collaboration of HTM, JTHMAP-SMU chapters and SAB-CDA through the leadership of Mrs. Rodora P. Tipay, SAB-CDA Coordinator, Dean Dr. Regina D. Ramel, CPA, and Dr. Christopher Allen S. Marquez, LMCDAC Director.

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Date Submitted:



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Seminar on Software Development: Its issues, problems, and challenges (online)

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|--|---|
| Project Title: | Seminar on Software Development: Its Issues, Problems and Challenges (online via Gmeet) |
| Date: | December 9, 2023 |
| Time: | 8:00 – 11:00 AM |
| Team Composition: | |
| Project Leader: | Dr. Adonis V. Garces |
| Project Staff/Members: | Dr. Mayvelyn S. Covita Dr. Analyn A. Guevara Dr. Haydee James |
| Narrative | |
| <p>Introduction:</p> <p>The Seminar on Software Development: Issues, Problems, and Challenges was held on December 9, 2023 via Online (Gmeet) The event aimed to bring together professionals, experts, students, and enthusiasts in the field of software development to discuss and address the various challenges and issues faced by the industry. This seminar also empower software developer to develop reliable, efficient, and maintainable software in an economical fashion, meeting project schedules and budgets The seminar provided a platform for knowledge sharing, collaborative problem-solving, and fostering a deeper understanding of the rapidly evolving landscape of software development.</p> <p>Opening Session:</p> <p>The seminar commenced with an opening address by Dr. Adonis V. Garces who welcomed the participants and highlighted the significance of addressing the issues and challenges in software development. The keynote speaker, Erwin Exequiel P. Calata, a Software Engineer and a Computer Programmer at the PLGU- Nueva Vizcaya set the tone for the day by discussing the current state of the software development industry and emphasizing the need for continuous adaptation to technological advancements.</p> <p>The resource speaker discussed the concepts of Software development. He stressed that software development is the process of creating, designing, and programming, testing, and maintaining software applications or systems. It involves a systematic series of steps, known as the software development life cycle (SDLC), which encompasses planning, analysis, design, implementation, testing, deployment, and maintenance.</p> <p>Throughout the software development process, collaboration among team members, adherence to coding standards, and the use of project management methodologies (such as Agile or Waterfall) play crucial roles in ensuring the success of a software project.</p> | |



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Software development can range from creating simple scripts for automation to building complex, large-scale applications or systems. It is a dynamic and ever-evolving field, with continuous advancements in technologies, methodologies, and tools.

The resource speaker discussed the software development various domains, each focusing on specific aspects of creating, maintaining, and optimizing software solutions. Here are some key domains within the field of software development:

1. **Web Development: Front-end Development:** Creating the user interface and user experience of websites or web applications using technologies like HTML, CSS, and JavaScript.
2. **Back-end Development:** Building server-side logic, databases, and application architecture to support the functionality of web applications. Common back-end languages include Python, Java, Ruby, and Node.js.
3. **Mobile App Development: OS Development:** Creating applications for Apple's iOS platform using languages like Swift or Objective-C.
4. **Android Development:** Building applications for the Android operating system using Java or Kotlin.
5. **Desktop Application Development:** Developing applications that run on desktop operating systems like Windows, macOS, or Linux. Technologies may include Java, C#, or frameworks like Electron.
6. **Game Development:** Creating video games for various platforms, including consoles, PCs, and mobile devices. Game developers may use engines like Unity or Unreal Engine and languages like C++ or C#.
7. **Embedded Systems Development:** Designing software that runs on embedded systems, such as microcontrollers or custom hardware. Common languages include C and C++.
8. **Data Science and Analytics:** Building software applications that analyze and interpret large sets of data. Programming languages like Python and R are commonly used, along with libraries such as TensorFlow and scikit-learn.
9. **DevOps (Development and Operations):** Focusing on the collaboration between development and IT operations to automate and improve the process of software delivery. It involves practices like continuous integration, continuous delivery, and infrastructure as code.
10. **Cloud Computing:** Developing applications that leverage cloud platforms for storage, processing, and hosting. Familiarity with cloud services such as AWS,



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Azure, or Google Cloud is essential.

11. Artificial Intelligence (AI) and Machine Learning (ML): Creating software solutions that utilize AI and ML algorithms to analyze data, make predictions, or automate tasks. Programming languages like Python and tools like TensorFlow and PyTorch are commonly used.
12. Cybersecurity: Developing software to secure computer systems, networks, and data from unauthorized access, attacks, and vulnerabilities.
13. Augmented Reality (AR) and Virtual Reality (VR) Development: Creating applications that blend digital content with the real world (AR) or immerse users in virtual environments (VR).
14. Blockchain Development: Building decentralized applications (DApps) and smart contracts using blockchain technology. Solidity is a common language for Ethereum-based projects.

These domains often overlap, and professionals in the software development field may specialize in one or more of these areas based on their interests, skills, and career goals. Additionally, new domains and specialties continue to emerge as technology evolves.

The resource speaker discussed and shared various issues, problems, and challenges throughout the development life cycle. Here are some common issues encountered in software development:

1. Changing Requirements: One of the most significant challenges is dealing with changing or ambiguous requirements. Changes in project scope can lead to delays, increased costs, and potential conflicts between stakeholders.
2. Poor Planning and Estimation: Inaccurate project planning and estimation can lead to missed deadlines and budget overruns. Unrealistic expectations or inadequate resource allocation contribute to project failure.
3. Lack of Communication: Poor communication among team members, stakeholders, and different departments can result in misunderstandings, delays, and a lack of alignment between development teams and business objectives.
4. Quality Assurance and Testing Challenges: Inadequate testing and quality assurance processes can lead to the release of software with defects, resulting in user dissatisfaction and increased maintenance costs.
5. Security Concerns: Cybersecurity threats are a growing concern. Developing



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secure software and protecting against vulnerabilities and attacks is a constant challenge, especially as technology evolves.

6. **Technical Debt:** Rushed development or shortcuts to meet tight deadlines may result in technical debt—poorly written code that requires future refactoring, leading to increased maintenance costs.
7. **Team Collaboration Issues:** Problems with team dynamics, collaboration, and coordination can impact productivity and hinder the success of the project. Differences in skills, work styles, or communication styles may contribute to conflicts.
8. **Technology and Tooling Challenges:** Rapid technological advancements and the constant evolution of development tools and frameworks can make it challenging for teams to stay up-to-date and choose the right technologies for a project.
9. **Scalability and Performance:** Ensuring that software can scale with growing user bases and maintaining optimal performance under increasing loads are ongoing challenges, especially for web and mobile applications.
10. **Legacy System Integration:** Integrating new software with existing legacy systems can be complex. Compatibility issues, data migration, and maintaining backward compatibility pose significant challenges.
11. **Regulatory Compliance:** Adhering to industry regulations and compliance standards, such as GDPR or HIPAA, adds complexity to software development, especially in industries like healthcare and finance.
12. **User Experience (UX) Design Issues:** Neglecting user experience design can result in poorly designed interfaces and user dissatisfaction. Balancing functionality with a user-friendly design is crucial for software success.
13. **Globalization and Localization:** Developing software for a global audience requires addressing localization and internationalization challenges, such as adapting to different languages, cultures, and legal requirements.
14. **Project Management Issues:** Ineffective project management practices, including inadequate tracking of progress, resource mismanagement, and poor risk management, can contribute to project failure.

Addressing these challenges often involves a combination of effective project management, communication strategies, continuous learning, and the adoption of best practices and tools within the software development process. Successful projects typically involve a proactive approach to identifying and mitigating these issues



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throughout the development life cycle.

Closing Session:

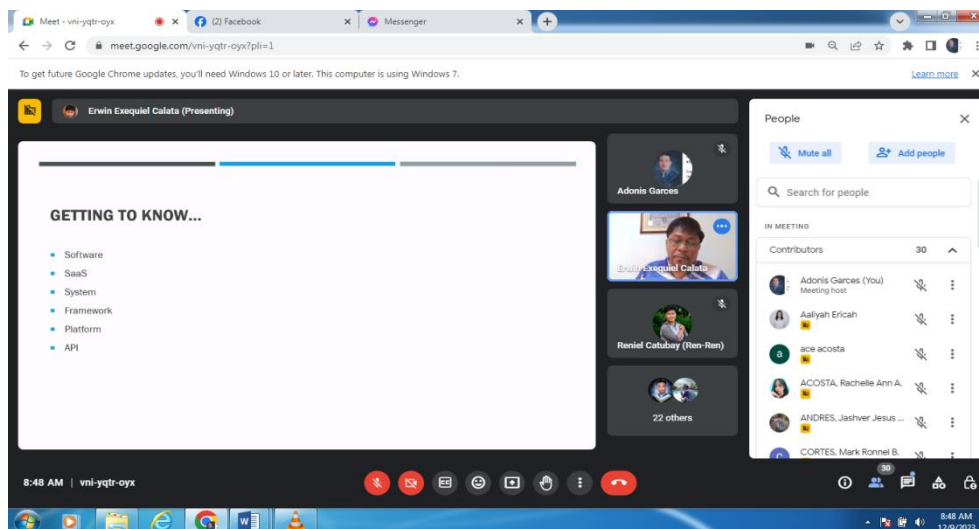
The seminar concluded with an open forum to address questions from the audience. The resource speaker provided valuable insights into potential solutions and best practices for mitigating the identified challenges. The closing remarks expressed gratitude to the speakers, sponsors, and participants for their contributions to a successful and insightful seminar.

Conclusion:

The Seminar on Software Development provided a comprehensive exploration of the issues, problems, and challenges faced by the software development industry. Participants gained valuable insights, shared experiences, and built connections with professionals in the field. The event served as a platform for fostering collaboration and innovation, contributing to the ongoing evolution of the software development landscape.

Documentation

Topic 1: Introduction to Software Development





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Topic 2: Domains of Software Development

The screenshot shows a Zoom meeting interface. The main window displays a presentation slide titled "DOMAINS OF SOFTWARE DEVELOPMENT". The slide lists the following domains:

- Web Development
- Mobile Development
- Software Tool Development
- Application Development
- API Development
- Data Management Software Development
- Security Software Development

On the right side of the Zoom window, there is a grid of participant video feeds. The participants visible are: Erwin Exequiel Calata (Presenting), Reniel Catubay (Re...), Edrylle Jann Ramos, SUAREZ, MARC EDI..., GUTIERREZ, Mark ..., ace acosta, ANDRES, Jashver J..., and NACES, CAI. A message at the bottom right of the participant grid says "You can't unmute someone else".

Topic 3: Issues, Problems and Challenges

The screenshot shows a Zoom meeting interface. The main window displays a presentation slide titled "SOFTWARE DEVELOPMENT ISSUES, PROBLEMS AND CHALLENGES (TECHNICAL ASPECTS)". The slide lists the following issues:

- Managing complexity in distributed development
- Maintaining Quality

On the right side of the Zoom window, there is a grid of participant video feeds. The participants visible are: Erwin Exequiel Calata (Presenting) and Gracias Sadang. To the right of the participant grid, there is a "People" sidebar with options to "Mute all" and "Add people". Below this is a search bar labeled "Search for people". Further down, there is a section titled "WAITING TO JOIN" with a list of people waiting to be admitted. One person, "marife allaga", is listed with an "Admit" button.

Topic 4: Demo on the Use of Github in Software Development

The screenshot shows a Zoom meeting interface. The main window displays a demo of Visual Studio 2022. The demo shows the "Open recent" list and the "Get started" guide. The "Open recent" list includes:

- 1. C:\Users\erwin\Documents\...
- 2. C:\Users\erwin\Documents\...
- 3. C:\Users\erwin\Documents\...
- 4. C:\Users\erwin\Documents\...
- 5. C:\Users\erwin\Documents\...
- 6. C:\Users\erwin\Documents\...
- 7. C:\Users\erwin\Documents\...
- 8. C:\Users\erwin\Documents\...
- 9. C:\Users\erwin\Documents\...
- 10. C:\Users\erwin\Documents\...

The "Get started" guide includes steps like "Clone a repository", "Open a project or solution", "Open a local folder", and "Create a new project".

On the right side of the Zoom window, there is a grid of participant video feeds. The participants visible are: Erwin Exequiel Calata (Presenting), Reniel Catubay (Re...), SUAREZ, MARC EDI..., Gracias Sadang, Edrylle Jann Ramos, N-IZZA NUVA, Raymarco Ramos, GUTIERREZ, Mark ..., Julian Jay, and 23 others. At the bottom of the Zoom window, there is a status bar showing the time as 10:01 AM and the date as 11/16/2023.



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Meet - vni-yqtr-oyx

meet.google.com/vni-yqtr-oyx?pli=1

To get future Google Chrome updates, you'll need Windows 10 or later. This computer is using Windows 7. [Learn more](#)

Erwin Exequiel Calata (Presenting)

ProjectLibre

9:27 AM | vni-yqtr-oyx

People

Mute all Add people

Search for people

IN MEETING

Contributors 39

Adonis Garces (You) Meeting host

A - Guezon, John Reyna...

Aaliyah Erichah

ace acosta

ACOSTA, Rachelle Ann A.

ANDRES, Jashver Jesus ...

Reniel Catubay (Ren-Ren)

35 others

Ador Apply visual effects

9:27 AM 12/9/2023

Meet - vni-yqtr-oyx

meet.google.com/vni-yqtr-oyx?pli=1

To get future Google Chrome updates, you'll need Windows 10 or later. This computer is using Windows 7. [Learn more](#)

Erwin Exequiel Calata (Presenting)

FINAL THOUGHTS

SOFTWARE DEVELOPMENT is a **challenging** and demanding profession. Always keep in mind that in order to overcome **issues, problems and challenges**, stay clear and focused.

9:59 AM | vni-yqtr-oyx

Gracias Sadang

Reniel Catubay (Re...

Edrylle Jann Ramos

NHIZZA NUEVA

Raymarch Ramos

OUTIERREZ, Mark ...

Julius Jay

23 others

Adonis Garces

9:59 AM 12/9/2023



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A. Invitation Program



PROGRAMME

| | | |
|---------------|-----------------------------|----------------------|
| 7:45 – 8:15 | Registration | |
| 8:15 – 8:30 | Opening Prayer | |
| | National Anthem | AVP |
| | Welcome and Opening Remarks | Dr. Adonis V. Garces |
| | Introduction of the Speaker | Edrylle Ramos |
| 8:30 – 10:45 | Seminar Proper | |
| 10:45 – 10:55 | Open forum | Ms. Annah Pugayan |
| 10:55 – 11:00 | Awarding of Certificate | Mr. Samu Komiura |
| | Closing Remarks | Ms. Jamila Tolentino |

Master of Ceremonies
Francis Martinez and Reniel Catubay

B. Attendance (See attached Attendance Sheet)

C. Awarding of Certificate and Token to the Resource Speaker



| | |
|-----------------|-------------------|
| Prepared by: | Dr. Adonis Garces |
| Date Submitted: | December 13, 2023 |



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Food Safety Seminar (Part 2) with Examination and Certification

| | |
|--|--|
| Project Title: | Food Safety Seminar (Part 2) with examination and certification |
| Date: | December 11, 2023 |
| Time: | |
| Team Composition: | |
| Project Leader: | John Michael C. Ibarra |
| Project Staff/Members: | Tristan Jay C. Cabreros Jesusa Ana Maria F. Jacalne Samuel Damayon |
| Narrative | |
| <p>December 11, 2023 marks a significant continuation student leaders and HTM department's commitment to safe and healthy food practices! Hosted at Georges de Busschere Function Hall by the HTM Department, JTHMAP-SMU Chapter Officers, this event extends the previous food safety and menu planning training. It's a valuable opportunity for all university concessionaire owners and cooks to enhance their knowledge.</p> <p>Mr. Tristan Jay Cabreros then shared insights on food safety and sanitation, while Mrs. Jesusa Ana Maria F. Jacalne covered the vital topic of Menu Planning. Mr. Tristan Jay Cabreros and Mrs. Jesusa Ana Maria F. Jacalne, as resource speakers, shared transformative insights that can revolutionize how healthy foods are perceived and prepared. Meanwhile, the HTM Department Head, Mr. John Michael ac Ibarra, supervised the open forum and election of the newly formed organization among the concessionaires. Their wisdom serves as the pathway to a safer, brighter future for all.</p> <p>Examination was given to the attendees for them to implement essential food safety practices effectively, guaranteeing that they can safeguard public health by preventing food borne illnesses in the campus.</p> <p>As it concludes, attendees carry forth these learnings and continue to level up our approach to food safety and menu planning through signing of the Pledge of Commitment to Safe and Healthy foods.</p> | |
| Documentation | |
| | |

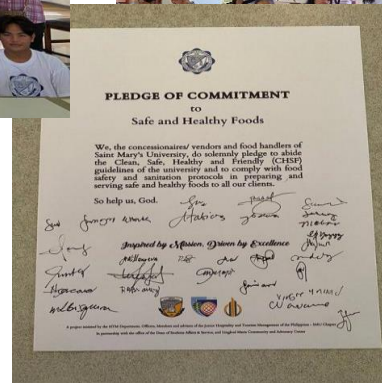


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Prepared by:

Tristan Jay Cabrerros

Date Submitted:



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SEAIT Electrical Wiring Installation

| | |
|-------------------------------|--------------------------------------|
| Project Title: | Electrical House Wiring Installation |
| Date: | December 16, 2023 |
| Time: | 7:30 am (assembly at Gomburza Bldg.) |
| Team Composition: | |
| Project Leader: | Engr. Jojo C. Mariano |
| Project Staff/Members: | Engr. Joseph Candido T. Rosario, Jr. |

Narrative

Rationale

An Outreach Program Project entitled " Electrical Wiring Installation for the Economically Disadvantaged Families of Sitio Masina " is a commendable initiative aimed at addressing the electrical infrastructure needs of underserved and economically disadvantaged Families of Sitio Masina. This project focuses on providing essential electrical wiring installations to improve the living conditions of residents in this area. The primary goal of this outreach program is to enhance the quality of life for individuals and families in depressed communities by ensuring access to safe and reliable electrical connections. House wiring is a crucial aspect of any dwelling, as it facilitates the provision of electricity for lighting, appliances, and other essential devices. Unfortunately, many depressed communities may lack proper electrical infrastructure, exposing residents to safety hazards and limiting their access to basic amenities. The project involves a collaborative effort among the SEAIT Faculty and Staff, Graduating Electrical Engineering Students and it is Spearheaded by Engr. Jojo C. Mariano the Electrical Engineering Department Head and Engr Candido T. Rosario Jr. The CDA Coordinator of SEAIT

Objectives:

- to enhance the quality of life for individuals and families in depressed communities by ensuring access to safe and reliable electrical connections
- to improve the living conditions of residents living in this area

Narrative:

At around 7:30 am last December 16, 2023, our team assembled near the Gomburza Building. The team composed of three faculty, staff and nine electrical engineering students.

Around 9:00 am we arrived at Sitio Masina where residents were waiting. A short introduction of the objective of the project was made by Mr. Vince Jimena Lucas followed



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by an opening remark by Engr. Candido Joseph T. Rosario Jr. After the short introduction, the electrical wiring installation materials were brought to each designated household for the wiring installation.

There were five beneficiary households represented by the following family members:

- Melvin Carriaga
- Myla Soriano
- Laayan Sarawad
- Manuel Family
- Cacho Family

The students were then distributed to each household respectively for the wiring installation

No. of extensionists= 4 faculty and staff

No. of Donors =

No. of Recipients = 5 households

Fund Donor = Students of SEAIT thru LMCDAC

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Prepared by:

*Engr. Candido Joseph T. Rosario Jr.
SEAIT CDA Coordinator*

Date Submitted:

January 12, 2024



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Annex H: SOCIO-PASTORAL MINISTRY AND EVANGELIZATION PROGRAM

Presentation of Floor plan and Perspective of the Chapel for the Help Build the Church Project

| | |
|---|---|
| Project Title: | Presentation of Floorplan and perspective of the Chapel |
| Date: | June 5, 2023 |
| Time: | |
| Team Composition: | |
| Project Leader: | |
| Project Staff/Members: | Engr. Joseph Candido Rosario, Jr. Mrs. Pedelina Bulligan Miss Laurice Kaye Laguinday Arch. Giancarlo Cenon Mendoza |
| Narrative | |
| <p>After the ocular site visit for the Help Build the Church Project of the Senior High School Department last March 23 in Pawak, Masoc, Bayombong, the presentation of floor plan was done last June 1 by the School of Engineering, Architecture, and Information Technology. It was presented by Engr. Rosario (SEAIT Extension Coordinator) and Arch. Mendoza to Fr. Awidan (Parish Priest).</p> <p>Present also during the presentation were Mrs. Bulligan (SHS Extension Coordinator), Mr. Balonquita (SHS Research Coordinator) , Mr. Bernardino (SHS Principal), Dr. Marquez (LMCDAC Director) and two Purok Leaders of Pawak.</p> <p>Next step is the purchase and turn over of the construction material to be assisted by the School of Teacher Education and Humanities</p> | |
| Documentation | |
|  | |



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Prepared by:

Date Submitted:



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SHS Sunday Fellowship at Ipil-Cuneg

| | |
|-------------------------------|--|
| Project Title: | Sunday Fellowship @Ipil-Cuneg Sts. Peter and Paul Chapel |
| Date: | June 18, 2023 |
| Time: | 4:00-5:00pm |
| Team Composition: | CDA SHS Campus ministry |
| Project Leader: | CDA |
| Project Staff/Members: | Faculty and staff |

Narrative

The Senior High School Department of St. Mary's University wish to celebrate the usual 3rd Sunday of the month prayer service with a community fellowship through a Mass. This is to thank God for a successful partnership with the BEC through the Socio-Pastoral Program and also to end the academic year. Before the final blessing since it was Father's Day, the fathers of the family were given a blessing by Fr. Philip.

In collaboration with the Campus Ministry, the mass was presided over by Fr. Philip Yu, Jr. CICM, Vice President of the Mission and Identity. The said activity was participated by the faculty with our principal, Mrs. Judith Daguio, the Department Head of CFED and the BEC of Ipil-Cuneg. After the Mass the group had an early dinner as a thanksgiving fellowship for God's guidance in the said partnership program.

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Blessing of Fathers as head of the Family on Fathers' Day



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SHS SOCIO-PASTORAL EVANGELIZATION

Inspired by Mission, Driven by Excellence



SHS SOCIO-PASTORAL EVANGELIZATION

Inspired by Mission, Driven by Excellence



SHS SOCIO-PASTORAL EVANGELIZATION

Inspired by Mission, Driven by Excellence





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Sharing a meal on Fathers' Day after the Mass at Sts. Peter & Paul Chapel at Ipil-Cuneg

Prepared by: *Pedelina D. Bulligan*



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KATATAGAN: Psychoeducation Resilience Program for Persons Deprived of Liberty

| | |
|-------------------------------|--|
| Project Title: | KATATAGAN: A Psychoeducational Resilience Program for Persons Deprived of Liberty at the Nueva Vizcaya Provincial Jail |
| Dates: | September 14, 21, and 28, 2023 October 5, 12, 19, 26, and 27, 2023 Nov. 9, 2023 |
| Time: | 6:00-7:30 pm |
| Team Composition: | <ul style="list-style-type: none"> ▪ Faculty, Department of Psychology, Social Work, and Human Services, School of Teacher Education and Humanities ▪ Faculty and Students, Teacher Education & Humanities Cluster, School of Graduate Studies ▪ Guidance Counselors, Guidance & Testing Office ▪ IDQAO Personnel |
| Project Leader: | Pearl Via S. Coballes, RGC, RPm |
| Project Staff/Members: | <p>Group Facilitators – Employees and Graduate Students</p> <ol style="list-style-type: none"> 1. Kristine Ann L. Israel, RGC, RPm (Employee) 2. Reiner B. Dulawan, RGC, RPm (Employee) 3. May Juliet S. Palina, RGC, RPm (Employee) 4. Leslie Doris M. Divina, RGC, RPm (Employee) 5. Priscilla Bangad, RGC (Employee) 6. Bryant M. Soliven, RGC (Employee) 7. Ruby Lyn Nuestro, RGC (Employee) 8. Alona C. Costales, RGC (Employee) 9. John G. Tayaban, RPsy, RPm (Employee) 10. Edwin Edilberto N. Mania, RGC (Employee) 11. Florrizza Lorraine B. Galamay, RPm (Employee/MAED GC Student) 12. Galo Augustine R. Nuestro (Employee) 13. Alfredo Julio Montoya (Employee) 14. Decyrie Eve Vilorio 15. Berlyn Pihulon 16. Mayline Limmapa, RPm (Employee/MAED GC student) 17. Richelle Francisco, RPm (Employee/MAED GC student) 18. Marc Gail Cornejo, RPm (Employee/MAED GC student) 19. Karen Taquiling, RPM (MAED GC student) 20. Ivy Cay-uhon (MAED GC student) 21. Earl John Rala (MAED GC student) 22. Jaye Anne Buhle (MAED GC student) 23. Rahmilyne Bumulo (MAED GC student) |



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Support Staff:

24. Harrison Villanueva

25. Pia Kristina Dizon

26. Enryfhel Beleno

Narrative

The Department of Psychology, Social Work, and Human Services of the School of Teacher Education and Humanities conducted a resilience program for the inmates of the Nueva Vizcaya Provincial Jail (NVPJ). This is in response a needs analysis survey which showed that persons deprived of liberty (PDLs) of NVPJ have mild to moderate symptoms of depression. The project proposal entitled, "KATATAGAN: A Psychoeducational Resilience Program for Persons Deprived of Liberty at the Nueva Vizcaya Provincial Jail" was submitted to the NVPJ on August 23, 2024, and endorsed to the Governor's Office on August 24, 2023. The Provincial Governor, Atty. Jose V. Gambito, approved the project on September 5, 2024

After project approval, the project implementers provided NVPJ with a poster and sign-up sheet to allow inmates to freely join the program. Forty-four participants signed up for the project.

The project team conducted a meeting on September 7, 2024, at the Guidance and Testing Office to finalize facilitation assignments. Facilitators worked in pairs and assigned to a group of 5-7 inmate participants, as shown below:

| Facilitator | Co-Facilitator |
|---------------------|--------------------|
| Reiner Dulawan | Mayline Limmapa |
| Leslie Divina | Marc Cornejo |
| Pearl Coballes | AJ Montoya |
| Ruby Nuestro | Bryant Soliven |
| Alona Costales | Galo Nuestro |
| Priscilla Priscilla | Karen Taquiling |
| Julie Palina | Lorraine Galamay |
| Kaye Isarel | Richelle Francisco |

The project began on September 14, 2021 with an orientation and pre-program survey attended by the NVPJ Warden, Retired Senior Fire Officer, Mr. Carmelo Andrada, and the PDLs who signed up for the program. The objectives of the session were to: a) introduce the program, b) conduct rapport building activities and float the pre-survey assessing



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depression, anxiety, stress, and coping.

The session began with an opening prayer by Marc Gail Cornejo, MAED GC, and a welcome message from the provincial warden. Mrs. Pearl Via Coballes, the project leader, then presented the objectives of the project. Mr. Reiner Dulawan then facilitated a group dynamic activity to energize the group. After which, participants were assigned to their groups and facilitators proceeded in conducting their respective rapport building activities. The facilitators then discussed the nature of the program by explaining the content of the Group Consent Form and the implications of joining. After this, the participants answered the pre-survey. Final announcements were given and snacks were served. The session ended with a loving kindness meditation exercise at 7:20pm.

The project then proceeded with the delivery of the resilience modules on the following dates:

| Module | Date |
|--------------------------------|--------------------|
| 1: Kalakasan | September 21, 2023 |
| 2: Katawan | September 28, 2023 |
| 3: Kalooban | October 5, 2023 |
| 4: Kapaki-pakinabang na Gawain | October 12, 2023 |
| 5: Kalutusan at Kaagapay | October 19, 2023 |
| 6: Kabuluhan at Kinabukasan | October 26, 2023 |

These sessions were conducted following the Facilitators' Manual for the resilience program.

On October 27, 2023, the team organized a Graduation Ceremony to honor the participants' accomplishments. Each participant received a certificate of completion. The ceremony featured an inspiring message from Hon. Eufemia Dacayo, Vice Governor of Nueva Vizcaya. Additionally, as a meaningful gesture, the project team donated books to the local jail as part of the graduation festivities. To conclude the celebration, team members gave dinner packs for the participants.

To assess the outcome of the program, the team conducted a post-survey for the project participants on November 9, 2023. Each group facilitator also gave tokens for their participants and provided snacks.

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September 7, 2024: Project Team Meeting to finalize preparations and assignments





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September 14, 2023: Orientation and Pre-program Survey



September 21, 2023: Module 1 (Kalakasan)





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September 28, 2023: Module 2 (Katawan)





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Oct. 5, 2023: Module 3 (Isip at Kalooban)



Oct. 12, 2023: Module 4 (Kapakipakinabang na gawain)





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Oct. 19, 2023: Module 5 (Kalutasan at Kaagay)



Oct. 26, 2023: Module 6 (Kinabukasan)





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Oct. 27, 2023: Graduation Day - PDLs who graduated with the program, with the NVPj Warden (center, in pink), and the program facilitators



Sample certificate of completion





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Graduation Program



KATATAGAN
A Psychoeducational Resilience Program

Congratulations, completers!

This serves as an invitation

Graduation to be held on
Friday, Oct. 27
4:30 pm - 6:00 pm

ORGANIZED BY:
Saint Mary's University-Bayombong
and the Nueva Vizcaya Provincial Jail



GRADUATION PROGRAM

4:30 pm

OPENING PRAYER
Ms. Florizza Lorraine Galamay
SMU Guidance Counselor

MESSAGE
Dr. John Tayaban, RPsy
SMU Vice President for Administration

INTERMISSION NUMBER 1

INSPIRATIONAL MESSAGE
Hon. Jose V. Gambito
Governor, Nueva Vizcaya

INTERMISSION NUMBER 2

GAME 1

INSPIRATIONAL MESSAGE
Hon. Eufemia Ang-Dacayo
Vice Governor, Nueva Vizcaya

INTERMISSION NUMBER 3

GAME 2

MESSAGE
SP04 Carmelo B. Andrada (Ret.)
Warden, Nueva Vizcaya Provincial Jail

AWARDING OF CERTIFICATES

CLOSING REMARKS
Pearl Via Coballes, RGC, Rpm
Project Leader, Katatagan (NVPJ 2023)

CLOSING PRAYER
Ms. Richelle Francisco
SMU Guidance Staff

6:00 pm

DINNER

Master of Ceremony
Reiner Dulawan, RGC, Rpm
SMU Guidance Counselor

List of Book Donations given to the NVPJ on October 27, 2023

| Donor | Book Donation |
|--------------------|--|
| Pia Kristina Dizon | Video Production and Digital Photography for Beginners Technology and Livelihood Education The 21 st Century MAPEH in Action Essential English 8 Kayamanan 8 Science and Technology for the 21 st Century Learners 8 Technology and Livelihood Education 8 Next Century Mathematics 8 Pinagyamang Pluma 8 Carrying on the Mission of God 8 Pinagyamang Pluma 9 Science and Technology for the 21 st Century Learners 9 Next Century Mathematics 9 The 21 st Century MAPEH in Action 9 Paglinang sa Kasaysayan 9 Essential English 9 Carrying on the Mission of God 9 |
| Pearl Via Coballes | Inferno The Kennedy Moment |



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| | |
|--------------------------------|---|
| | Shadow and Bone Red Queen Legend Intimacy: 5 Steps to Bring you closer to God Praying through the Tough Times The Purpose Driven Life Carry On |
| Ruby Lyn Nuestro | Daily Gospel 2020 Pandesal 2015 Story of Hope |
| SMU Junior High School Library | Writers' Choice: Grammar and Composition Grammar Essentials 7 Grammar Essentials 8 Grammar Essentials 9 Grammar Essentials 10 English Communication Arts & Skills 7 English Communication Arts & Skills 8 English Communication Arts & Skills 9 English Communication Arts & Skills 10 Voyagers 7 Voyagers 8 Voyagers 9 Voyagers 10 Sciences and Technology 8 Sciences and Technology 9 Science Fusion: Motion, Forces & Energy Science Fusion: Introduction to Science and Technology Science Fusion: The Diversity of Living Things Science Fusion: Earth's Water and Atmosphere Science Fusion: Space Science Science Fusion: The Dynamic Earth E-Math 7 E-Math 8 E-Math 9 New Syllabus Mathematics 10 Talima: Wika at Panitikan 8 Talima: Wika at Panitikan 9 Talima: Wika at Panitikan 10 Bulwagan: Kamalayan sa Gramatika at Panitikan Technology and Livelihood Education IV Diwa at Panitikan 7 Diwa at Panitikan 8 Diwa at Panitikan 9 Diwa at Panitikan 10 |



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| | |
|---|---|
| | <p>Araling Panlipunan: Araling Asyano 7</p> <p>Araling Panlipunan: Ekonomiks 9</p> <p>Araling Panlipunan: Mga Kontemporaryong Isyu</p> <p>Araling Panlipunan: Daigdig, Kasaysayan at Kabihasnan</p> <p>Araling Panlipunan: Ekonomiks Paguslong at Pagunlad</p> <p>Araling Panlipunan: Pagunawa at Pagpapahalaga</p> <p>Araling Panlipunan: Kasaysayan at Kabihasnan</p> |
| SMU College Library | In a separate list |
| The Marian, The Official Student Publication of SMU | <p>Alpas Loose Ink XV (10 copies)</p> <p>The Marian, Vol. LIX, Issue No. 02, May 2023 (10 copies)</p> |

The donors of the books donated to the NVPJ





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October 27, 2023: Giving of book donations to the provincial warden of NVPJ



October 27, 2023: Team members, with SFO4 Carmelo Andrada (in pink), during the Graduation Day:



October 27, 2023: Hon. Eufemia Dacayo, Vice-Governor of Nueva Vizcay, giving her inspirational message to the PDLs during the graduation ceremony on Oct. 27, 2023.





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November 9, 2023: Post-survey



| | |
|------------------------|------------------------------|
| Prepared by: | <i>Pearl Via S. Coballes</i> |
| Date Submitted: | <i>Feb. 1, 2024</i> |




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Giving of Cash Donation for the Feast of St. Vincent de Paul of St. Damien de Molakai Parish

| | |
|---|--|
| Project Title: | Giving of Cash Donations for St. Vincent de Paul |
| Date: | September 2023 |
| Time: | - |
| Team Composition: | SMU Grade School Faculty and Staff |
| Project Leader: | |
| Project Staff/Members: | Joy D. Balawa |
| Narrative | |
| <p>Saint Mary's University Grade School takes earnestly in steering and being actively involved in building vibrant Christian communities and in reaching out to the needy and marginalized members of the communities through works of charity and development. Hence, the SMU Grade School faculty and staff retorted positively to the request of St. Vincent de Paul. The collected cash donation amounting to Php 3,600.00 was used during the celebration of the parish fiesta.</p> | |
| Documentation | |
|  | |
| Prepared by: | JOY D. BALAWA |
| Date Submitted: | January 10, 2024 |



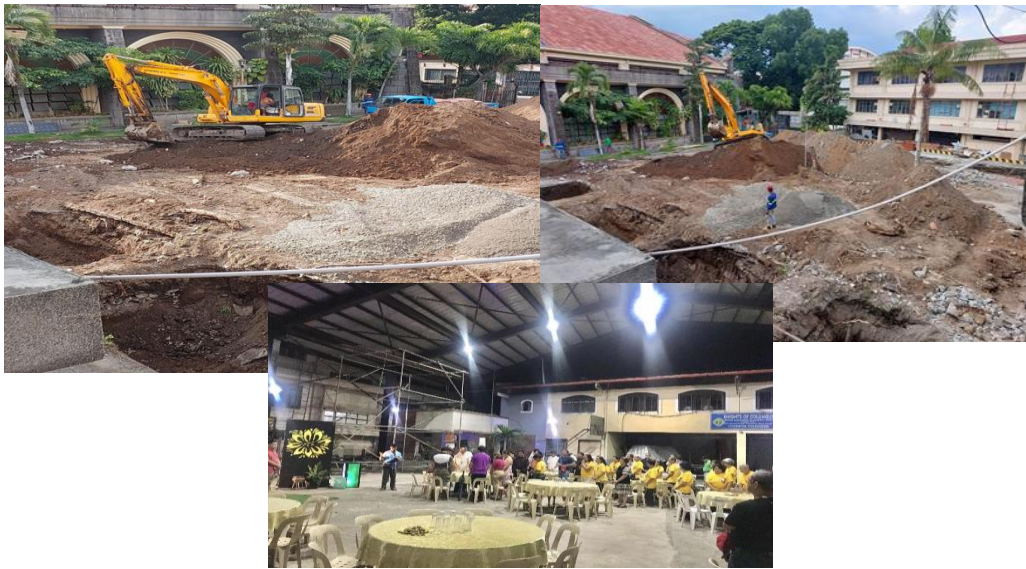
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Giving of Cash Donation for St. Dominic Parish Gymnasium

| | |
|--|---|
| Project Title: | Giving of Cash Donations for St.-Dominic-Parish-Gym |
| Date: | November 2023 |
| Time: | |
| Team Composition: | SMU Grade School Faculty and Staff |
| Project Leader: | |
| Project Staff/Members: | Joy D. Balawa |
| Narrative | |
| <p>Saint Mary's University Grade School takes earnestly in steering and being actively involved in building vibrant Christian communities and in reaching out to the needy and marginalized members of the communities through works of charity and development. Hence, the SMU Grade School faculty and staff responded generously to the request of St. Dominic Parish. The collected cash donation amounting to Php 2, 800.00. The donation was used in the construction of the parish gymnasium.</p> | |
| Documentation | |
|  | |
| Prepared by: | JOY D. BALAWA |
| Date Submitted: | January 10, 2024 |




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SHS Help Build the Church Project: Turnover of Cash Donation

| | |
|---|---|
| Project Title: | Help Build the Church Project: Turnover of Cash Donation |
| Date: | October 1, 2023 |
| Time: | |
| Team Composition: | |
| Project Leader: | Harold Padilla |
| Project Staff/Members: | Charles Ron Capin Dan Del Rosario Arnold Villier Villanoza Pedelina Bulligan |
| Narrative | |
| <p>The SMU Senior High School faculty members specifically Mrs. Pedelina Bulligan (SHS CDA Coordinator), Mr. Melencio Bernardino (SHS Principal), Mr. Harold Padilla, Ms. Mary Grace Padilla, and Mr. Dan Del Rosario, and Mr. Vince Errol Lucas (IP Service Unit In-charge), and Miss Laurice Kaye Laguinday (STEH CDA Coordinator), went to Pawak, Masoc, Bayombong, Nueva Vizcaya on October 1, 2023. The team joined the Sunday mass presided by Fr. Evedi Awidan, and turned over the cash donation to the Basic Ecclesial Community of Pawak for the soon to be St. Anthony de Padua Chapel. This was followed by a meeting with the community members.</p> | |
| Documentation | |
|  | |



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|-----------------|------------------|
| Prepared by: | |
| Date Submitted: | January 17, 2024 |



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STEH SK Capacitation Seminar and Forum

| | |
|---|---|
| Project Title: | Capacitation Seminar for SK Candidates |
| Date: | October 14 |
| Time: | 8:00-12:00 A.M. |
| Team Composition | |
| Project Leader: | Erwin Naval |
| Project Staff/Members: | Ernest Esmeralda Diwata Donato Rheena Niña Salinas Jones Liwan |
| Narrative | |
| <p>We conducted consultations with our partner agencies as our initial activities. In September, we had consultations with Atty. Wilma Dulnuan-Binbinon, COMELEC Officer of Bayombong, in our plan to conduct a capacitation seminar for the candidates for SK positions during the election period. She agreed with our project proposal. She also informed us that no COMELEC rules and election laws will be violated in the conduct of the activity. After that, we also proposed the project activities to Mrs. Karla Rollan, the Municipal Local Government Operations Officer of Bayombong. The MLGOO suggested that we propose these activities to Miss Jerlyne Marie Mendoza, the Local Youth Development Officer of this municipality. We had a short meeting with them as part of the planning. During the meeting, two important decisions were made. First, the topics and speakers were identified, such as the history of the SK, leadership and decision-making, ethics and standards for SK, and Election laws, regulations, and updates. Secondly, we explored sources of funding for the capacitation seminar scheduled October 14, 2023, held at Sacred Heart Center of Saint Mary's University. Mayor Antonio Sergio Bagasao pledge to provide the snacks for the participants. The expenses for tarpaulin, certificate holder, tokens for the speakers, and air condition fees for the venue were paid by the team members.</p> <p>There were 82 candidates for SK positions who attended the capacitation seminar collaboratively organized by COMELEC, MLGOO, LYDO, and SMU, particularly the Social Sciences and Philosophy Department of the School of Teacher Education and Humanities. Dr. Erwin Naval and Mr. Ernest Esmeralda from DSSP were chosen to speak on the history of SK and leadership and decision making respectively. Mr. Jayson Fajardo talked about ethics in SK while Atty. Wilma Dulnuan-Binbinon talked about election laws, regulations, and updates on COMELEC issuances for the Barangay and Sangguniang Kabataan Elections (BSKE). Mayor Antonio Sergio Bagasao of the municipality gave an inspirational message to the SK aspirants. In his inspirational message, he highlighted the importance of placing high standards on selecting leaders to change the result of governance. He said: "If we</p> | |



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wanted to change the result of governance, then we have to change the processes. We have to change the traditional process of electing our leaders".

Documentation





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| | |
|-----------------|-------------------|
| Prepared by: | ERWIN D. NAVAL |
| Date Submitted: | November 28, 2023 |



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STEh Jail Visitation

| | |
|---|---|
| Project Title: | JAIL VISITATION |
| Date: | OCTOBER 21, 2023 |
| Time: | 8:00-12:00 A.M. |
| Team Composition: | STEh-SSPD, SJED, PE Dept. |
| Project Leader: | Erwin Naval |
| Project Staff/Members: | Ernest Esmeralda, Xaviery Brent Galima, Rheena Niña Salinas, Elizer Hernandez, Jones Liwan, Nicole Anne Aquino, Maybelle-Blossom Dumlao, Jeannette Manuel, Juni Caligue, and Joelyne Espiritu |
| Narrative | |
| <p>One of the activities planned by the Department of Social Sciences and Philosophy is the annual Jail Visitation of the Persons Deprived of Liberty at the Solano District Jail located at Barangay Curifang, Solano, Nueva Vizcaya. The activity is one of the scheduled activities of the National Correction Consciousness Month Celebration of the Solano District Jail. It has been the university's commitment to reach out to the jail inmates or Persons Deprived of Liberty. This year, the goal of the jail visitation activity was to contribute to the National Correctional Consciousness Month of the Bureau of Corrections by conducting wellness activities, specifically singing and dancing contests for the PDL of the District Jail, Solano, Nueva Vizcaya. It is our primary objective to contribute to the maintenance of the wellness of the PDL of the district jail, especially those who do not have regular visits.</p> <p>We coordinated with JO2 Queena de Laza, who is the community relations officer of the Solano District Jail. Jail Warden JSupt Mario Baccay approved our request to conduct the activity in the jail facility.</p> <p>It was agreed upon by the jail warden that participants will wear face masks and observe other minimum health standards. We targeted all the Persons Deprived of Liberty (PDL) of the jail as beneficiaries; however, due to limited space in the facility for the conduct of the activity, the warden decided to allow only 300 PDL as participants. Unfortunately, at that time, it was raining, so the jail warden allowed only 150 PDL, considering the capacity of their multipurpose shed.</p> <p>This year's jail visit was spearheaded by the Social Sciences and Philosophy Department in collaboration with the Criminal Justice and Physical Education Departments of the School of Teacher Education and Humanities. The contests held at the activity were solo singing contests, duet singing contests, and hip-hop dance competitions. Guidelines were provided weeks before the activity as preparation for the PDL.</p> <p>The activity was participated by 12 faculty members and 24 students from the School of Teacher Education and Humanities.</p> | |
| Documentation | |



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Prepared by:

ERWIN D. NAVAL

Date Submitted:

November 28, 2023



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SHS Ground breaking at Pawak, Masoc, Bayombong, N.V: Help Build the Church Project

| | |
|---|---|
| Project Title: | Help Build the Church Project: Ground Breaking at Pawak, Masoc, Bayombong, N.V |
| Date: | October 28, 2023 |
| Time: | |
| Team Composition: | |
| Project Leader: | Harold Padilla |
| Project Staff/Members: | Joseph Candido Rosario Giancarlo Cenon Mendoza Laurice Kaye Laguinday Jojilyn Anoché |
| Narrative | |
| <p>The Help Build the Church is a project of the Senior High School (SHS) Department led by Mrs. Pedelina Bulligan, the SHS Community Development and Advocacy Coordinator, and Mr. Melencio Bernardino, SHS Principal. Its objective is to assist in forming the BEC members and the youth and to help source funds for the chapel's construction at Pawak, Masoc, Bayombong, Nueva Vizcaya.</p> <p>The project has undergone different steps for its completion, from the site ocular visit to drafting and presentation of floorplan and perspectives and cost estimates to turnover of cash donations and purchased materials to several meetings with the people involved. The Junior High School (JHS) Department recently became part of the project since Pawak is their new partner community, under the leadership of Dr. Zayda Asuncion, JHS Principal, and Mrs. Jojilyn Anoché, JHS Community Development and Advocacy Coordinator. And just last October 28, 2023, the SMU team went to Pawak for the groundbreaking ceremony of the soon-to-be-built chapel. This groundbreaking ceremony is one of the activities during the closing of the University's Ethnicity and Museum Week 2023.</p> <p>The chapel is expected to be finished by December 16 so that by December 17, the community will have their first mass in their newly built chapel.</p> | |
| Documentation | |
| | |



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Prepared by:

Date Submitted:

January 17, 2024



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GSD Prison Awareness Month-Gift Giving

| | |
|-------------------------------|---|
| Project Title: | Prison Awareness Month -Gift Giving |
| Date: | October 27, 2023 |
| Time: | 5:00 |
| Team Composition: | SMU Grade School Faculty and Staff |
| Project Leader: | Ma. Socorro M. Calpito |
| Project Staff/Members: | Afalla, Marens Joy S. Balawa, Joy D. Bibas, Gemmalyn G. Burgos, Louie B. Jubay, Renz Gabriel R. |

Narrative

Saint Mary's University Grade School takes earnestly in steering and being actively involved in building vibrant Christian communities and in reaching out to the needy and marginalized members of the communities through works of charity and development. Hence, the SMU Grade School faculty and staff conducted an outreach activity at the Nueva Vizcaya Provincial Jail on October 27, 2023. There were five (5) members of the SMU Grade School faculty and staff who represented the whole organization. They distributed toiletries and hygiene kits to the sixty-two (62) Persons Deprived of Liberty (PDL).

The toiletries and hygiene kits were donated by the pupils, parents and guardians of SMU Grade School. These were collected and packed by the SMU Grade School faculty and staff.

Documentation





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|-----------------|-----------------|
| Prepared by: | JOY D. BALAWA |
| Date Submitted: | January 9, 2024 |



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Takbokasyon 2023

| | |
|--|-------------------|
| Project Title: | Takbokasyon |
| Date: | November 29, 2023 |
| Time: | |
| Team Composition: | |
| Project Leader: | |
| Project Staff/Members: | CFED Department |
| Narrative | |
| <p>Saint Mary's University conducted a 'Takbokasyon' with the theme "Vocation: Grace and Mission". Vocation Animation Month is being celebrated with this event, which is being hosted by the Christian Faith Education Department along with the Marian Sowers Organization. It was attended by students who have Christian Faith Education (CFE) classes. As early as 4:30 in the morning, Marian Emergency Response Team (MERT) and Marian Sowers Organization (MSO) members is at the entrance to facilitate the registration and health checks of the participants. In the opening program, Sir Benjamin Messakaraeng welcomed the participants and expressed their admiration for the activity and its self-sacrificing purpose. Sir Benito Buyacco explained the route of the activity. The Zumba and warm-up was led by BPED club. At 6:30 am on November 29, 2023, the 'Takbokasyon' journey began, setting the road for a morning filled with running, rain, and joy. The MERT and ROTC were all visible during and after the activity to ensure the safety of the students. Marian Sowers Organization (MSO) ECBS (Education Central Board of Students), MIS (Marian Interlocutors Society), and SUM (Students United in Mathematics) set up 10 water stations to give water and refreshment to the participants. The participants' unwavering determination in the face of difficult conditions and weather fostered a sense of camaraderie as they took on the task together. Creating lasting memories and reinforcing the idea that physical activity can be enjoyable, regardless of weather conditions.</p> | |
| Documentation | |



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| Prepared by: | |
| Date Submitted: | January 10, 2024 |



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Annex I: EDUCATION FOR ALL PROGRAM

SAB Donation of ABM Books and Magazine

| | |
|--|--|
| Project Title: | Donation of Accounting and Business Books |
| Date: | July 21, 2023 |
| Time: | 10:30am-11:30am |
| Team Composition | |
| Project Leader | Dr. Harrison T. Villanueva |
| Project Staff/Members: | Mrs. Rodora P. Tipay- Sub-Project Leader/Donor Dr. Monaloufel Rosario F. Jasmin – Project Member/Donor Mrs. Angela C. Garra- Project Member Mrs. Dorilyn C. Tiongson- Project Member /Donor Mrs. Ma. Concepcion T. Jalijali- Project Member /Donor Mrs. Sheryl A. Baria- Project Member /Donor Mr. John Lindy R. Soriano- Project Member /Donor Mr. John Michael C. Ibarra- Project Member Miss Shaen D. Cabacungan-Student BSBA-FM4-Participant |
| Narrative | |
| <p>The School of Accountancy and Business eight (8) Faculty Members and one (1) BSBA-FM fourth year student, proceeded at Our Lady of Fatima School of Villaverde for the 200 pcs book donations for the Accountancy and Business Management Senior High School students. Said donations were gladly received by the School Librarian, Mrs. Rowena P. Badua, with the School Director and Parish Priest of Our Lady of Fatima, Villaverde, Rev. Fr. Crispin A. Costales.</p> | |
| Documentation | |
|  | |
| SAB donates 200 pcs. ABM books | |
| Prepared by: | RODORA P. TIPAY |
| Date Submitted: | August 2, 2023 |



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DOST-SEI Back-to-School Project

| | |
|---|--|
| Project Title: | BACK-TO-SCHOOL PROJECT |
| Date: | August 9, 2023 |
| Time: | 9:00AM-12:00NN |
| Team Composition | |
| Project Leader | Dr. Melanie G. Gurat, CBPSME Project Director |
| Project Staff/Members: | Ms. Rowena A. Rivera Dr. Analyn A. Guevara Mrs. Donna Bee R. Tominez Mrs. Gloria Vicky A. Antonio Mary Antoinette P. Sagario Arantxa Loise D. Lu-ong Roselyn A. Aginao Mark Jam Capistrano Jennifer Gacad Jane Angela Bicara Mart Jasper G. Antonio Yvonne Bragado Valmin Joy Basilio Mary Joy Liwayan Eden Grace Alipio |
| Narrative | |
| <p>The School of Graduate Studies (SoGS) and the DOST-SEI Capacity Building Program in Science and Mathematics Education (CBPSME) scholars from Saint Mary's University, under the leadership of Dr. Melanie G. Gurat, Project Director, along with Students United in Mathematics (SUM) led by Ms. Rowena A. Rivera, Department Head, initiated the Back-to-School Project at Sitio Masina, Baretbet, Bagabag, Nueva Vizcaya on August 9, 2023.</p> <p>With financial assistance donated by faculty and students, we produced and distributed 30 school bags containing five notebooks, one crayon, two pencils, and one eraser each.</p> <p>The activity was participated in and assisted by Dr. Christopher Allen Marquez, LMCDAC Director; Dr. Analyn A. Guevara, Mrs. Donna Bee R. Tominez, and Mrs. Gloria Vicky A. Antonio, faculty members of SoGS and SUM; Miss Mary Antoinette P. Sagario, CBPSME Project Staff; and several volunteer MS scholars and SUM members.</p> <p>Upon the participants' arrival, the recipients were already gathered and ready for the short</p> | |



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program. Before proceeding, Ms. Jane Angela D. Bicara, CBPSME Scholar, invoked the presence of the Lord by leading an opening prayer. Following this, Dr. Allen Marquez thanked all the participants for organizing an outreach activity to benefit the recipients. He also presented the agenda for the activity: donating school supplies, action planning, and data gathering. The group was divided into two; the adults gathered to discuss action planning and data gathering, while the children gathered for parlor games and height and weight checks. The SUM members were assigned to check the children's height and weight, and the CBPSME scholars initiated parlor games that filled the children with excitement.

After the joyful playtime, the faculty and students assisted each other in distributing school supplies, loot bags, and snacks to the children.

Finally, to express gratitude to the recipients for their warm welcome, Ms. Eden Grace P. Alipio, SUM Member, delivered closing remarks. Mr. Mart Jasper G. Antonio, CBPSME Scholar, led a closing prayer to thank the Lord for His guidance and presence. Before parting ways, the community prepared a simple lunch for everyone to partake.

Indeed, with grateful hearts, the organizers and recipients were delighted by each other's presence.

"It's easier to take than to give. It's nobler to give than take. The thrill of giving lasts a day. The thrill of giving lasts a lifetime."-Joan Marques.

DONORS:

SCHOOL SUPPLIES:

Jane Angela D. Bicara
Mart Jasper Antonio
Jennifer Gacad
Roselyn A. Aginao
Allan Sumandal
David Gayadang
Bernadette Bonares
Romulo B. Agustin, Jr.
Reyvalen Caddawan

Elvira Baliag
Jessa Mae Fronda
April Tuliao
Mayflor Agustin
Ma. Christina Laurente
Krystel Alfa M. Grapiza
Mary Antoinette P. Sagario
Dr. Melanie G. Gurat

SNACKS:

Dr. Dominga Valtoribio
Dr. Analyn Guevara
Mrs. Donna Bee R. Tominez
Mr. Domingo T. Guntalilib
Ms. Rowena A. Rivera






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SCHOOL OF GRADUATE STUDIES
DEPARTMENT OF SCIENCE AND TECHNOLOGY-SCIENCE EDUCATION INSTITUTE
CAPACITY BUILDING PROGRAM IN SCIENCE AND MATHEMATICS EDUCATION
AND
STUDENTS UNITED IN MATHEMATICS

BACK-TO-SCHOOL PROJECT

August 9, 2023 | Sitio Masina, Baretbet, Bagabag, N.V

Opening Prayer

Miss Jane Angela D. Bicera, MST-Math

Message

Dr. Allen S. Marquez, LMCDAC Director

Parlor Games

Mr. Mark Jam C. Capistrano, MST-Math
Miss Jennifer R. Gacad, MST-Math
Miss Roselyn A. Aginao, MST-Math

Distribution of Bags and Snacks


Closing Remarks

Miss Eden Grace Alipio, SUM Rep.

Closing Prayer

Mr. Mart Jasper G. Antonio, MST-Math

MASTER OF CEREMONIES:
MISS ARANTXA LOISE D. LU-ONG, MAT-BIOLOGY



BACK TO SCHOOL



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Photos taken during the implementation of the Scholars' Back-to-School Project at Sitio Masina, Barethet, Bagabag, Nueva Vizcaya on August 9, 2023

Prepared by: DR. MELANIE G. GURAT

Date Submitted: August 14, 2023



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STEH Literacy Activities

| | |
|---|--|
| Project Title: | Literacy Activities |
| Date: | November 25, 2023 |
| Time: | 11:00 A.M. |
| Team Composition: | |
| Project Leader: | |
| Project Staff/Members: | Laurice Kaye Laguinday Marian Sowers Organization CICM Campus Ministry Volunteer |
| Narrative | |
| <p>It was with joy, and gladness that we approached the children, and parents coming from Barangay Gonggongob, Villa Verde, Bagabag Nueva Vizcaya on the 25th of November, 2023. They arrived in our beloved University Saint Mary's around 10:00 o'clock in the morning at Father Cornelius Tonus gymnasium. In front of the gymnasium awaits the fourth year's nursing students together with their subject teachers, some marian students and other staff of Saint Mary's University to accommodate them. The children were first checked as well as their parents and they were given medicines in accordance with how they were diagnosed. After, the Marian Sowers were ready to take charge on the next journey for the children. They guided the children to get the food prepared by the School of Natural Health and Sciences (SHANS) department. After which, the children were carried to the Calungsod Hall for their next activity. It was fun as well as challenging because some of the children were shy and timid. However, their parents were to the rescue together with the officers of the Marian Sowers Organization (MSO) and CICM Campus Ministry Volunteer (CCMV). The children were gathered in the Calungsod Hall and while waiting for the other children to catch up, the president of the CCMV played a video clip, a story of Nehemiah from superbook. The faces of the children showed an amazed and happy face. After which, they show pictures of the characters in Superbook and later the simple program proceeds to an activity where the children were given a colorless picture of Gizmo. They were tasks to color Gizmo. Most of the kids colored it Red however, there was one pupil who colored it like a rainbow that catches everyone's attention. It just simply shows the unpredictable imagination of a child which</p> | |



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is amazing. The audience chooses 5 pupils who have the best drawing and receive a price prepared by the MSO and the CCMV. It goes around with diverse games such as trip to Jerusalem, and Stop dance. After the games, the president of Marian Sowers Organization shared a simple reflection on the story of nehemiah. After, the LMCDAC coordinator Ms. Laurice Laguinday expressed her deepest gratitude for the presence of the parents and the children in the simple and humble ground of Saint Mary's University. The program ended with a prayer and a picture opportunity. It was a day successful for both coordinators and officers and ended with a smile and laughter in their faces.

Documentation





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Prepared by:

Date Submitted:

January 10, 2024



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Seminar-Workshop on Pantayong-Pananaw: Foundation in Fostering Cultural Understanding

| | | | |
|--|--|--|--|
| Project Title: | SEMINAR-WORKSHOP ON PANTAYONG PANANAW: FOUNDATION IN FOSTERING CULTURAL UNDERSTANDING AND UNITY | | |
| Date: | December 9, 2023 | | |
| Time: | 8:30 -12:00NN | | |
| Team Composition: | | | |
| Project Leader: | Kenneth L. Maslang | | |
| Project Staff/Members: | <div>MAT SS205:</div> <div><div>Ensign Kevin Mariano</div><div>May Ann Fiaz</div><div>Zandie Navarro</div><div>Michelle Murayag</div><div>Joannel Gano</div><div>Romily D. Doctoloero</div><div>Jones Liwan</div><div>Marjhun Lampa</div><div>Aldrin Eusebio</div><div>Aljosevan Evangelista</div><div>Mannielyn Ragsac</div><div>Meijaya Joy Queja</div><div>Gilline Marquez</div><div>Germain Lyn Dulay</div></div> <div><div>Hanilet Liban</div><div>Kenneth Sandaga</div><div>Mary Gleine Cainar</div><div>Jotham Dulnuan</div><div>Aldwin Gatchalian</div><div>Alpha Grace Lahing</div><div>Jovelyn Ngi-ngian</div><div>Maribel Lino</div><div>Crislee Osting</div><div>Caryl Calyaen</div><div>Kevindale Antonio</div><div>Christine Joy P. Solomon</div><div>Dhaena Rivera</div></div> <div>SoGS: Dr. Arlene L. Tabaquero</div> <div>Dr. Haydee D. James</div> <div>Mrs. Gayler Mercado</div> <div>LMCDAC: Dr. Christopher Allen S. Marquez</div> <div>CPD Focal Person: Mr. Gerome H. Bautista</div> | | |
| Narrative | | | |
| The MAT SS 205: Philippine Studies class of the School of Graduate Studies at Saint Mary’s University organized a timely and transformative event titled "Seminar- | | | |



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Workshop on Pantayong Pananaw: Foundation in Fostering Cultural Understanding and Unity." The purpose of this initiative was to broaden the horizons of knowledge within the realm of Philippine Studies, with a specific focus on "Pantayong Pananaw."

The seminar was held at Sacred Heart Center on December 9, 2023 from 8:30 AM to 12:00 NN and drew the active participation of Araling Panlipunan and Filipino teachers, as well as BSED Major in Social Studies and Filipino students. The specific objectives were outlined to create a purposeful framework for the event:

1. Cultivating Identity and Belonging: The seminar aimed to instill a stronger sense of identity and belonging within the rich tapestry of Filipino culture and society.
2. Cultural Sensitivity: Fostering an attitude of cultural sensitivity and respect was emphasized, with the intent to reduce the likelihood of cultural misunderstandings in diverse settings.
3. Empowerment for Change: Participants were encouraged to become agents of change within their communities, advocating for cultural preservation and social justice.
4. Enhancing Skills and Competence: Providing an avenue for graduate school students to enhance problem-solving skills, organizational and planning skills, and team collaboration, thereby contributing to personal and professional development.

The seminar proved to be a catalyst for cultural awareness and appreciation, allowing participants to develop a robust sense of identity within the Filipino cultural and societal context. The event not only served as a stepping stone for professional development but also earned participants 4 Continuing Professional Development (CPD) merit points, as the seminar was accredited by the Professional Regulation Commission.

In summary, the Seminar-Workshop on Pantayong Pananaw was deemed a resounding success. It not only fulfilled its intended objectives but also became a cornerstone for the continuous pursuit of knowledge, cultural understanding, and professional excellence among the participants. This endeavor stands as a testament to the commitment of Saint Mary's University in fostering an environment that values the richness of Philippine culture and its integration into the broader community.



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SNEAK PEAK: Participants reaction while the guest speaker was discussing the topic held at the Sacred Heart, SMU, Bayombong, Nueva Vizcaya on December 9, 2023.



SNAP CHAT: The Resource Spoeaker, Mrs. Astrid Puguon-Yago discussing the salient points of Pantayong Pananaw. The resource speaker, a beacon of knowledge and expertise, weaving a compelling narrative during the discussion.



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LEARNING JOURNEY START: The MAT SS students facilitated the registration of the seminar Pantayong Pananaw.



PASSION MEETS PRECISION: The incredible organizing team, orchestrating seamless moments for an unforgettable seminar experience.



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RECOGNIZING EXCELLENCE: Dr. Haydee James, Department Head of Teacher Education and Humanities together with Mr. Kenneth Maslang, Philippine Studies awarded certificate of recognition to the guest speaker, Mrs. Astrid Puguon-Yago at the Sacred Heart, SMU, Bayombong, Nueva Vizcaya on December 9, 2023.



MEMORABLE MILESTONE: A treasured group photo with our esteemed guest speaker, marking an enriching chapter of shared insights and connections.



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Seminar-Workshop on Pantayong Pananaw:

Foundation in Fostering Cultural Understanding and Unity



Resource Speaker
Astrid G. Puguon – Yago
Assistant Professor, NVSU
Bambang, Nueva Vizcaya



ORGANIZERS:

SMU School of Graduate Studies
MAT Social Studies SS205:
Philippine Studies
School of Teacher Education and Humanities
Social Sciences and Philosophy Department

Venue
Saint Mary's University
Sacred Heart Center
7:30 AM – 3:00 PM

Register now!



Email:
kenchong@smu.edu.ph
09084664123
DECEMBER 9, 2023

You are cordially invited!

| Programme | | |
|---------------|--|--|
| Time | Program Parts | Persons Involved |
| 7:30-8:00 | Registration | All MAT-SocStud Students and Participants |
| 8:00-8:15 | Preliminaries <ul style="list-style-type: none">• Opening Prayer• National Anthem and Vizcaya Hymn• SMU Hymn | Crislee S. Osting, MAT SS Student Maribel Lino, MAT SS Student Multimedia |
| 8:15 – 8:25 | Opening Remarks and Statement of Purpose | Kenneth L. Maslang, MAEd Faculty, SMU School of Graduate Studies |
| 8:25 – 8:50 | Inspirational Message | Haydee D. James, PhD TEH Dept. Head, SMU School of Graduate Studies |
| 8:50-9:00 | Introduction of the Resource Speaker | Michelle Aira Murayag MAT SS Student |
| 9:00 – 11:00 | Presentation of the Resource Speaker Topic: Pantayong Pananaw | Astrid G. Puguon-Yago, MAT Assistant Professor Nueva Vizcaya State University Bambang, Nueva Vizcaya |
| 11:00 – 12:00 | Workshop | All Participants |
| 12:00 – 1:00 | Lunch | |
| 1:00 – 2:30 | Presentation and Critiquing | Resource Speaker and All Participants |
| 2:30 – 2:45 | Wrap Up and Presentation of Key Takeaways | All Participants |
| 2:45-3:00 | Closing Remarks | Deo P. Urbano, PhD President, SMU SoGS General Student Organization |

Mary Glenne C. Cainar
Kenneth T. Sandaga
Program Hosts

| | |
|-----------------|--------------------|
| Prepared by: | KENNETH L. MASLANG |
| Date Submitted: | December 16, 2023 |



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Annex J: OTHER OUTREACH ACTIVITIES

Pamaskong Handog 2023

a. Grade School Department

| | |
|--|--|
| Project Title: | Pamaskong Handog |
| Date: | December 13, 2023 |
| Time: | 7:00 – 11:00 |
| Team Composition: | SMU Grade School Faculty and Staff |
| Project Leader: | |
| Project Staff/Members: | Balawa, Joy D. Bugaling, Eva Rose A. Pihulon, Berlyn B. Jubay, Renz Gabriel R. Lucas, Edmark Soliven, Bryant M. |
| Narrative | |
| <p>The true spirit of Christmas is giving. This is a perfect season to celebrate God's grace by sharing the light of love and generous hearts to all the people around us. Hence, the SMU Grade School faculty and staff conducted a gift-giving event called "Pamaskong Handog" for the 154 learners of Baguingey Elementary School, Solano, Nueva Vizcaya on December 13, 2023.</p> <p>There were six (6) members of the SMUGS faculty and staff and 1 staff (driver) from the SMU college who represented the whole community of SMU Grade School. They distributed gift packs (coloring books, story books, a pack of biscuit). The gift-packs were given by the faculty and staff of the SMU Grade School. Also, the General Parent-Teacher Association officers donated boxes of juice while the SMUGS Principal gave a pack of ingredients for the sopas snack of the kids.</p> | |
| Documentation | |
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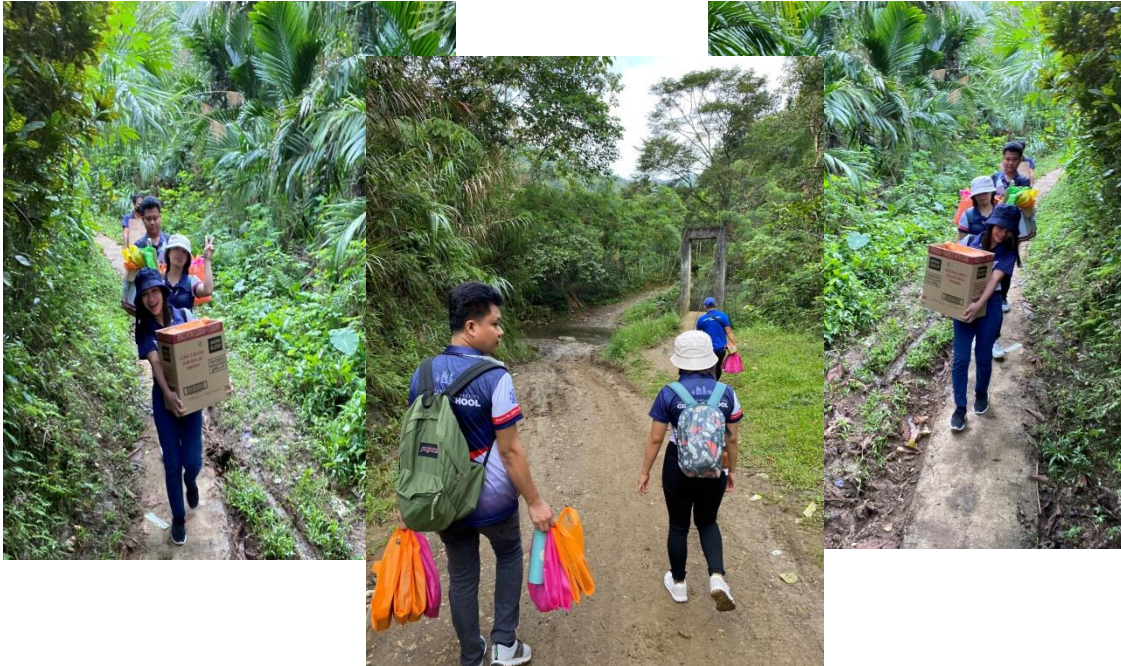


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| Prepared by: | JOY D. BALAWA |
| Date Submitted: | January 9, 2024 |



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b. Junior High School (at Pawak Elementary School)

| | |
|---|--|
| Project Title: | SMU JHS conducts traditional Alay Pamasko, shares books on Christmas |
| Date: | December 15,2023 |
| Time: | 9:00 am |
| Team Composition: | SMU Junior and Science High School (JHS) in partnership with the Parent-Teacher Association (PTA), and Lingkod Maria Community Development and Advocacy Center (LMCDAC). |
| Project Leader: | Mrs. A. Bruno |
| Project Staff/Members: | Mr. J De Jesus, Ms. S. Napaod, Ms. M. Madiwo, Mrs. T. Ramirez, Mr. E. Saldivar |
| Narrative | |
| <p>Carrying the spirit of Christmastide to Pawak Elementary School in Masoc, Bayombong, on December 15, SMU Junior and Science High School (JHS) conducted this year's Alay Pamasko cum Share a Book Project in partnership with the Parent-Teacher Association (PTA), and Lingkod Maria Community Development and Advocacy Center (LMCDAC).</p> <p>The shared efforts of SMU JHS through the initiative of the offices of the JHS Community Development and Advocacy (CDA), headed by Mrs. Jojilyn L. Anоче, and the JHS Languages Department, headed by Mrs. Audrey G. Bruno, led to the realization of the event.</p> <p>The gift packs and food that were shared with the pupils were donated by the students; the JHS Employees Association, chaired by Mr. Christian Jos T. de Jesus; and the PTA, which is currently chaired by Mrs. Hilda Q. Fragata. Two JHS students, Hans Christian and Johan Fragata, also shared their gifts with the pupils of Pawak.</p> <p>Moreover, the books are donations from the students of SMU JHS.</p> <p>Bringing more excitement to the program was Jollibee's visit which was initiated by Mrs. Fragata as a surprise show.</p> <p>Expressing their gratitude to SMU JHS, Pawak Elementary School delivered their words of</p> | |



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appreciation during the program through their principal, Mr. Silvester Jhon B. Bata; their PTA President, Mrs. Jane B. Calderon; and their Supreme Elementary Learner Government (SELG) President, Rio Charlemaign B. Doming.

Leading the whole project were Dr. Zayda S. Asuncion, SMU JHS Principal; and Dr. Allen S. Marquez, LMCDAC Director who were also present during the event.

Documentation



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| Prepared by: | <i>Audrey Bruno</i> |
| Date Submitted: | <i>January 9, 2024</i> |



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(at Pawak Community)

| | |
|--|---|
| Project Title: | Alay Pamasko Sa Pawak |
| Date: | December 17, 2023 |
| Time: | 10:00 A.M- 12:00 noon |
| Team Composition: | SMU EA Junior High School |
| Project Leader: | Dr. Zayda S. Asuncion |
| Project Staff/Members: | Mrs. Jojilyn L. Anoché/Mrs. Armely A. Morales |
| Narrative | |
| <p>The Alay Pamasko Sa Pawak was a collaborated effort of SMU JHS Teachers , Employees & students last December 17, 2023 at Sitio Pawak, Masoc, Bayombong, Nueva Vizcaya. All Grade levels in SMU Junior High School donated goods to be distributed to the families of Pawak.</p> <p>Grade 7- shampoo & bath soap Grade 8-Toothpaste Grade 9-Coffee & Creamer Grade 10-Milo From EA JHS Fund-gave Spaghetti Pack & provided snacks for all PTCA- Preloved clothes from STAR or Science Department were also given to the residents of Sitio Pawak SMUJHS Alumni-gave goods & cash prizes The invitation program was prepared Dr. Agnes Madamba. The opening prayer was done by Mrs. Rhia Gagarin, Campus Ministry Coordinator Each PLC in the Junior High School prepared games for the children & adults in the said Sitio.</p> <ul style="list-style-type: none">• AP-TLE & CLHG PLCs• I-Math & MAPEH PLCs• Languages PLC• STAR PLC• NAP(Staff) <p>Opening Remarks was done by Sir Vince Errol of SMU LMCDAC Christmas message was delivered by an SMU JHS alumni, Patricia Pagtulingan A Christmas Carol singing was done by EA JHS as intermission number. A Christmas dance number from some children of PAWAK was also done.</p> | |



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A response from Sitio Pawak was given by Manong Rudy.
Closing prayer was delivered by Ma'am Erica Peregrino of AP-TLE Department
Emcees were Sir Christian de Jesus & Ma'am Weyalin Liban.

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Packing of goods



A dance number from Pawak children



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SMU JHS Faculty Staff Alay
Pamaskong Handog Sa Pawak

| | |
|-----------------|------------------------|
| Prepared by: | Mrs. Armely A. Morales |
| Date Submitted: | January 24, 2024 |




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c. Senior High School

| | |
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| Project Title: | Senior High School Pamaskong Handog 2023 |
| Date: | December 9, 2023 |
| Time: | |
| Team Composition: | |
| Project Leader: | Harold J. Padilla |
| Project Staff/Members: | Humprey Ian O. Sagabaen Lady Valen Dela Peña John Carlo Armando Rachille Francis Rubie Bernardino Mary Joy Agbanlog Rudolph Benito Arnold Villier Villanoza Dan Del Rosario |
| Narrative | |
| <p>Christmas is indeed a season of joy, of gift-giving, and of families united as the SMU-SHS shared their blessings to the residents of Ipil-Cuneg, Bayombong, Nueva Vizcaya on December 9, 2023.</p> <p>The activity started with a mass followed by exciting games that had all the kids grinning from ear to ear. More than 200 households received a gift pack from the team which is composed of the dedicated SHS faculty and staff , Marian Central Board of Students Officers, Parents and Teachers Association Officers, SHS Emergency Response Team, CICM Campus Mission Volunteers, and Marialis Pons.</p> <p>It was such an exciting and memorable event for everyone involved.</p> | |
| Documentation | |
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Prepared by:

Date Submitted:

January 17, 2024




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d. School of Accountancy and Business

| | |
|---|--|
| Project Title: | SAB Pamaskong Handog 2023 |
| Date: | December 17, 2023 |
| Time: | 6:00 A.M. |
| Team Composition: | |
| Project Leader: | Dr. Regina D. Ramel |
| Project Staff/Members: | Mrs. Loreta V. Garlitos Mr. John Lindy R. Soriano Mr. Michael John C. Ibarra Mrs. Dorilyn C. Tionsgon Mrs. Rodora P. Tipay |
| Narrative | |
| <p>SAB- Spreading Blessing and Abundant Bliss!</p> <p>As the Christmas season approached, the faculty members, staff, and selected students of the School of Accountancy and Business came together to conduct their annual Pamaskong Handog to the residents of Barangay Lupa, Kasibu, Nueva Vizcaya on December 17, 2023.</p> <p>53 parishioners queued up with smiles on their faces as they received their gift packs wrapped by the team. Children's laughter filled the air as they received the toys and played the games prepared by the SAB students.</p> <p>It is indeed an activity that kindled a sense of compassion and generosity to everyone.</p> | |
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Prepared by:

Date Submitted:

January 17, 2024



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e. School of Engineering, Architecture, and Information Technology

| | |
|-------------------------------|---|
| Project Title: | Pamaskong Handog |
| Date: | December 16, 2023 |
| Time: | 7:30 am (assembly at Gomburza Bldg.) |
| Team Composition: | |
| Project Leader: | Engr. Carina S. Mallillin |
| Project Staff/Members: | Engr. Candido Joseph T. Rosario Jr. Mrs. Biverly Tomas Mrs. Elizabeth Ramos |

Narrative

Objective:

The objective of this activity is to share blessings this Christmas season by giving Christmas Gift Packs in the form of Grocery Items and Basic Household needs for each identified household. Moreover, activities like parlor games for both children and adult will be part of the proposed Christmas Program for the residents of Sitio Masina, Baretbet, Bagabag, Nueva Vizcaya. Our team comprised of 24 Faculty and staff members.

Narrative:

At around 7:30 am last December 16, 2022, our team assembled near the Gomburza Building. There were two schools vans and one jeep for hire for the transportation. We arrived at our destination around 9:00am.

The residents both children and adult of Sitio Masina were excited for our arrival. They assembled shed modules to anticipate the inclement weather. Though it was a blessing because the weather cooperated thus it did not rain.

There was a simple program hosted by Mr. Vince Lucas started with an invocation led by Engr. Joy Riana Agrimor. This was followed by an opening remarks by Engr. Candido Joseph T. Rosario Jr. He also stated the objective of the Pamaskong Handog which was a yearly extension activity of Saint Mary's University to adopted areas within Nueva Vizcaya. The following activity was an intermission dance number by selected children of Sitio Masina.

After the dance number, the next part was parlor games where Eng Jefrie Alindayu was the game master. them for their warm welcome and greeted them with the warm spirit of Christmas. Following the welcome address were parlor games for the children and adult which was initiated by Engr. Jefrie Alindayu. Winners of the parlor games were



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awarded major prizes while the losers were given consolation prizes.

The main part of the activity was the giving of Pamaskong Handog to each Identified recipient. Each recipient were given grocery items including rice. The residents were overwhelmed with excitement upon receiving their Christmas grocery items. It was indeed a festive event for everyone!

As a sign of their gratitude, the residents prepared lunch for everyone to partake. Each household brought along their own contribution of food which was shared by everyone.

Last December 18, 2023 SEAIT also gave gift packs of groceries to three of our LDR employees. This was a sign of gratitude for their good services offered in maintaining the cleanliness of the school campus and buildings.

No. of extensionists= 23 faculty and staff

No. of Donors = 16 Faculty & Staff

No. of Recipients = 30 households and 3 LDR Employees

No. of Children recipients = 30

No. of Donations = 33 packs of assorted grocery items

Fund Donor = Students of SEAIT, Faculty and Staff

Documentation





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| Prepared by: | Engr. Camilo Joseph I. Rosario Jr. SEAIT CDA Coordinator |
| Date Submitted: | January 12, 2024 |



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f. School of Health and Natural Sciences and School of Graduate Studies

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|---|--|
| Project Title: | Pamaskong Handog: Illuminating the Marian Spirit in Imugan, Sta. Fe |
| Date: | December 17, 2023 |
| Time: | 1:00 pm to 4:00 pm |
| Team Composition: | |
| Project Leader: | Dr. Joman J. Baliton |
| Project Staff/Members: | Sub-project leader: Dr. Arlene L. Tabaquero Project Members: Department Heads of SHaNS and SoGS, Coordinators, Faculty, and Staff |
| Narrative | |
| Rationale <p>The Pamaskong Handog activity was initiated to bring joy and warmth to the young pupils of Imugan Elementary School in Sta. Fe, Vizcaya, fostering a sense of community and spreading the spirit of giving during the festive season. The project aimed to provide a memorable experience for the pupils and their parents through the distribution of festive gift packs containing school supplies and Jollibee snacks.</p> | |
| Objectives <p>The primary objective of the Pamaskong Handog activity was to offer a joyful experience to 110 pupils in Imugan, Sta. Fe, from the School of Health and Natural Sciences (SHANS) and the School of Graduate Studies (SoGS). The specific targets included the provision of gift packs to pupils from kindergarten to Grade 6.</p> | |
| Accomplishments <ol style="list-style-type: none">1. Coordination Visit: Dr. Joman J. Baliton, Dr. Sherylou A. Benig, and Sir Reymond John Miranda conducted a successful coordination visit to Imugan Elementary School, establishing collaboration with school officials for the upcoming Pamaskong Handog activity.2. Gift Pack Purchases: The purchase of gift packs, consisting of school supplies, was efficiently carried out on December 14 and 15, 2023. Faculty members and staff from SHANS were actively involved in these procurement activities.3. Gift Packing: A total of 43 faculty members from SHANS, SoGS, TAO, OVPAA, actively participated in the gift-packing sessions on December 15, 2023, ensuring the preparation of festive gift packs for the pupils. | |



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4. **Donor Engagement:** The initiative garnered support from 109 donors, including the Center of Natural Sciences, Medical Laboratory Science Department, Nursing Department, Pharmacy Department, Office Personnel, Graduate Studies Faculty and students, and SHANS Students. The total amount of donation reached 8,900 pesos.

Expenditures: The total expenditure for the project amounted to 69,867 pesos, covering the purchase of gift packs and other logistical requirements.

Challenges

While the project achieved its goals, challenges such as managing the logistics for the gift pack preparation were encountered. Despite these challenges, the team successfully navigated through them, ensuring the smooth execution of the Pamaskong Handog activity.

Follow-up Activities

To sustain the spirit of community engagement, future activities may include ongoing collaborations with Imugan Elementary School, extending support beyond the festive season. The team will also explore opportunities for continued involvement with the pupils and the broader community.

To sum up, the Pamaskong Handog activity exemplified the commitment of the School of Health and Natural Sciences and the School of Graduate Studies to community service, bringing joy to the hearts of the young pupils in Imugan, Sta. Fe. The collaborative efforts of faculty, students, and donors made this initiative a heartwarming success.

Documentation

Coordinative Activity in Imugan Elementary School





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Gift Packing





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Pamaskong Handog Event





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Prepared by:

Joman Baliton

Date Submitted:

January 12, 2024



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g. School of Teacher Education and Humanities

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| Project Title: | Pamaskong Handog |
| Date: | December 10, 2023 |
| Time: | 7:30 A.M. |
| Team Composition: | |
| Project Leader: | |
| Project Staff/Members: | Laurice Kaye Laguinday STEH faculty members |
| Narrative | |
| <p>As the Christmas season approached, each one of us experienced an overwhelming feeling of kindness, love, and giving. Therefore, for the month of December, our organization, Marian Sowers Organization (MSO) together with the faculty members and staff of our beloved University, Saint Mary's prepared a series of gift-giving and feeding outreach programs. On December 10, 2023, School of Teacher Education and Humanities (STEH) conducted a program, a "Pamaskong Handog" at Brgy. Gonggongob, Cabuluan Villaverde, Nueva Vizcaya - one of the partner communities of SMU. Upon reaching the area, we were welcomed by the families and children of Brgy. Gonggongob who were all excited for the day's activities. The activity started with the feeding program, where the participants happily shared a hearty meal. Parlor games prepared by the Marian Sowers and their advisers, it was enjoyed by the adults and kids in the community and awards were given to the winners after the games. And as an early Christmas treat, our group surprised the children and adults with Christmas presents wrapped in a colorful Christmas wrapper. It was with joy to see their happy faces as we distributed our surprise gifts, which consisted of groceries, toys, and school supplies. This day reminded us of how Christmas is so much more than just giving gifts. Activities such as this are a great way to bring people together, to serve and share blessings, and to give hope</p> | |
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| Prepared by: | |
| Date Submitted: | January 10, 2024 |



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h. Criminal Justice Education Department

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|---|--|
| Project Title: | CJED-Social Work Pamaskong Handog 2023: Kalinga sa Kakilingan |
| Date: | December 21, 2023 |
| Time: | |
| Team Composition: | |
| Project Leader: | Jeanette Manuel |
| Project Staff/Members: | Kyle Jhustine B. Gannaban Kristelle Anne Jhoyce B. Respicio |
| Narrative | |
| <p>The Criminal Justice Education Department conducted an outreach activity “CJED Pamaskong Handog 2023: Kalinga sa Kakiligan” at Sitio, Kakilingan, Buenavista, Bayombong, Nueva Vizcaya last December 21, 2023. This is in partnership with the SMU-Lingkod Maria Community Development and Advocacy Center (LMCDAC), and Marian Social Work Students.</p> <p>There were 47 children and 67 households as beneficiaries and they were given gift-packs and toys for the children.</p> <p>May this season find you among those you love, sharing in the twin glories of generosity and gratitude 🌟</p> <p>Merry Christmas Everyone 🌲</p> | |
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Date Submitted: *January 18, 2024*



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i. Non-Academic Personnel

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|-------------------------------|---------------------------------|
| Project Title: | Pamaskong Handog 2023 |
| Date: | December 21, 2023 |
| Time: | 1:00 P.M |
| Team Composition: | |
| Project Leader: | Mr. Allan S. Guiab |
| Project Staff/Members: | Non-academic Personnel Officers |

Narrative

Last December 21, 2023, the Non-Academic Personnel conducted their annual Pamaskong Handog. Recipients for this year were the University Security Guards, LDRs, Coop Personnel, and Project Employees. A total of fifty seven recipients attended the Pamaskong Handog which was held at the SMU Tonus Gymnasium.

Different games were organized and participated by everyone. Gift packs were also distributed to the recipients. It was a day filled with laughter and happiness as everyone enjoyed the gathering.

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Prepared by:

Date Submitted:

January 19, 2024



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j. National Service Training Program

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|---|---|
| Project Title: | Pamaskong Handog 2023 |
| Date: | December 17, 2023 |
| Time: | 8:00 A.M. to 2:00 P.M Sunday |
| Team Composition: | |
| Project Leader: | Mr. Domingo Guntalilib, Jr. |
| Project Staff/Members: | Janice Jacinta D. Bernardo Ma. Socorro M. Calpito Christian Nel R. Dominguez Renz Gabriel R. Jubay Nizza Vivienne B. Pugong Arlene R. Querol Miguel John C. Tolentino Jovita C. Villanueva |
| Narrative | |
| <p>Last December 17, 2023, the Saint Mary's University (SMU) National Service Training Program (NSTP) Office brought festive cheer to two elementary schools in Bayombong, Nueva Vizcaya through their Pamaskong Handog 2023 initiative.</p> <p>The program aimed to spread holiday joy and provide much-needed support to Bansing Elementary School and Ammococan Elementary School. NSTP facilitators, along with ROTC officers, MERT members, and other student volunteers, distributed Christmas gift packs containing school supplies, and snacks to 182 learners and grocery packs to 142 households and senior citizens. The event also featured fun-filled activities and games organized by the LTS volunteers to celebrate the season with laughter and smiles.</p> <p>Pamaskong Handog 2023 exemplifies the spirit of giving and community service that the SMU-NSTP continuously upholds. By extending a helping hand and spreading holiday cheer, SMU-NSTP has left a lasting impression on the children and parents of Bansing and Ammococan Elementary Schools, making their Christmas season truly special.</p> <p>Truly, the activity has been a huge success under the tutelage of Dr. Moises Alexander T. Asuncion, VP for Academic Affairs; Mr. Domingo T. Guntalilib, Jr., NSTP Coordinator, in collaboration with Mr. Roderick S. Benter, School Head, Ammococan E/S, and Mrs. Elsie Bayle, School Head, Bansing E/S, with their dedicated faculty and staff, and the honorable officials of Brgy. Bansing, Bayombong, Nueva Vizcaya.</p> | |
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| Prepared by: | DOMINGO T. GUNTALILIB JR. |
| Date Submitted: | January 11, 2024 |




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k. Student Central Council and DOST Scholars

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| Project Title: | SCC and DOST Scholars Pamaskong Handog 2023 |
| Date: | December 21, 2023 |
| Time: | 8:00 A.M |
| Team Composition: | |
| Project Leader: | Christian Dave Menguis |
| Project Staff/Members: | Samuel Damayon Melanie Gurat Mary Antoinette Sagario SCC officers |
| Narrative | |
| <p>Ambaguio, Nueva Vizcaya – Last Thursday, December 21, the Student Central Council carried out Pamaskong Handog 2023, a thanksgiving and outreach activity, at St. Damien Church.</p> <p>25 families and 50 children were given noche buena packages and school supplies. Prior to the gift giving, mini-games were launched to bring extra joy to the community.</p> <p>Together with the SCC were its adviser, Samuel B. Damayon, and the American Field Service students. The Department of Science and Technology also donated additional school supplies and pillows to the community.</p> <p>The activity is a Marian tradition of Christmas, radiating love and compassion in commemoration of the birth of baby Jesus.</p> | |
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Prepared by:

Date Submitted:

January 18, 2024



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LINGKOD MARIA COMMUNITY DEVELOPMENT AND ADVOCACY
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I. Inang Maria Ladies Dormitory

| | |
|-------------------------------|---|
| Project Title: | Handog Pamasko 2023 |
| Date: | December 9, 2023 |
| Time: | 9:00 Am to 12:30 Pm |
| Team Composition: | Dorm Matron Dorm Officers, Volunteer Dormers |
| Project Leader: | Sr. Amy N. Bantiyan, SIHM |
| Project Staff/Members: | Dorm officers and members |

Narrative

The Diocese of Bayombong has a lot of parishes, and its parishes have small chapels, and one of them is San Lorenzo Ruiz Gimong. The chapel is located in Upper Magapuy, a small community in Bayombong. The said gimong was selected as the dorms' community extension. The Dorm Matron, volunteer dormers, and volunteer CCMV students went there to have bible service and to catechize them twice or three times a month. The challenging part of it was whenever we went there, only few came to the church. But we know that with our continuous visitation and having Bible Service, the mercy of God will touched their hearts and they will be aware of God's blessings in their lives.

The dorm officers and volunteer dormers planned to give Christmas gifts and lunch packs to the 30 indigent children and their parents in the said place. This is an opportunity for us to share the blessings we have received from God with others. The event was held on December 9, 2023, at the San Lorenzo Ruiz chapel from 9:00 a.m. to 12:30 p.m. We started the celebration by having a Bible service celebrated by Rev. Paul Francis Tuguinay, an ordained deacon in the Diocese of Bayombong. After the Bible Service celebration, we have a 15-minute snack break. The snacks were distributed by the NVSU Forestry students, led by Maam Sheriel Ballesteros. Rev. Paul Francis Tuguinay, Maam Sheriel, and companions are rushing to distribute their gifts because the NVSU students have class at 11:00 a.m. That's why the programme we prepared was not followed. After the snacks, we started right away with the Christmas programme. Miss Dea Yap sang her opening prayer, followed by the welcome remarks by Mr. Rodel Cordero, barangay councillor of the barangay. Ma'am Sheriel Ballesteros, teacher of the Department of Forestry, together with her students and in partnership with the NVSU Graduate School, gave school supply gifts to the children. After the Part 1 gift distribution, the Upper Magapuy children presented their intermission number by showing us their dance moves. Sister Amy asked the dormers and CCMV



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student volunteers to introduce themselves to the community. After the introduction, we have the games facilitated by the dormers. The parents and children enjoyed the game, as did the adults who were watching it. The moment is full of laughter. After the game, the dormers with Sr. Amy presented their intermission number by dancing to the "Girl in the Mirror" song. After that, Part 2 of the gift distribution followed. The gifts from the dormers and benefactors were given to the 30 indigent children. The adults also received simple household gifts. After sharing the gifts with the children, we close the program. Sister Amy had the closing prayer, and she also blessed the prepared food. We enjoyed our food while Christmas songs were played. We talked, laughed, played, and took pictures with the community. We enjoyed the Christmas party in Upper Magapuy!

| No. of Extensionist | Donors | Recipients | Total Donations | Total Expenses |
|---------------------|---|---|-----------------|---|
| 17 | 1. Mrs. Caroline Navarrete 2. Mr. & Mrs. Noel Taboy 3. Mr. & Mrs. George Ubando 4. Mr. & Mrs. Neilbert Yoshiy 5. Mr. & Mrs. Franz Yoshiy 6. Ms. Hermiflor Valmores 7. Mrs. Ellen Delos Santos | 30 Indigent Children and their parents and siblings | Php. 10,500.00 | 60 pcs. Lunch Packs =Php.4,800.00 Gifts and Prices =Php.3,700.00 Fare =Php.2,000.00 Total: Php.10,500.00 |

Receipt of Food Packs (c/o: Benefactor)s

Receipt of Gifts and Prices (c/o: Benefactor)s

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Dormers giving gifts.



Dormers dancing w/ the children during stop dance game.



Rev. Paul Francis Tuguinay
Celebrates the Prayer Service.



Parents receives their gifts
from the Benefactor.





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Picture w/ Maam Sheriel together
w/ the NVSU students.



Children and parents having snacks.



Dea Yap a blind dormer singing
"You raise me up" as the opening prayer.



Dormers giving gifts.



| | |
|-----------------|---------------------------|
| Prepared by: | SR. AMY N. BANTIYAN, SIHM |
| Date Submitted: | December 14, 2023 |



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m. SHANS- Pharmacy Department

| | |
|-------------------------------|---|
| Project Title: | Pharmacy Department Gift Giving and Feeding Program at Beti, Aritao, N.V |
| Date: | December 9, 2023 |
| Time: | |
| Team Composition: | |
| Project Leader: | Melchora M. Bautista |
| Project Staff/Members: | Yka U. Habawel Brent Jericko Narciso Robert Aceret Gale Micah Duro |

Narrative

Ho-Ho-Ho A Merry, Merry Beti Christmas! Can you hear it? It's not just the carols echoing but the purple elves and reindeers are dashing through the mountains looking for the perfect place to drop this year's gifts!

Christmas spirit has finally dawned upon the mountains and for this year, Nueva Vizcaya Philippine Pharmacists Association celebrates as they share their, "Maagang Pamaskong Handog Mula sa aming Puso" to the lovely kids of Barangay Beti, Aritao, Nueva Vizcaya

On the ninth of December, as part of this year's celebration of Pharmacy Week, "Filipino Pharmacist: Your Caring Medication Experts", after the recently concluded Medical Mission at Barangay San Nicolas, Bayombong, the Nueva Vizcaya Chapter's next mission and destination initiated by Mrs. Ashley Leprozo and activity led by Pres. Mrs. Luningning Malabanan and Vice Pres. Mrs. Melchora Bautista, RPh with their fellow Pharmacist-officers and together with Saint Mary's University's Senior Pharmacy Students and PLT College of Pharmacy was their Feeding and Gift Giving Activity at Barangay Beti, Aritao, Nueva Vizcaya.

44 and more kids ages three to seven graced the event, embracing the spirit of love and gift giving, as the Pharmacists and Pharmacy Students led the games of Trip to Jerusalem, Stop Dance, and Bring Me. Christmas prizes were prepared by the Senior SMU Students. Stories were told by Iris Mejia to enchant the kids of the wonders of Christmas giving. A delightful nutritious spaghetti were also served for the kids with their Christmas gift bags from the loving Pharmacists. Each of the kids also received multivitamins and ascorbic acid and their own little tumblers sponsored by Mrs. Concepcion del Mundo. But wait — there's more!

Cuddly stuffed toys donated by Mrs. Katherine Del Rosario, games and game prizes and toys through the collective love and effort of Pharmacy senior students of Saint Mary's University and cute stuffed toys from PLT College of Pharmacy were shared to the lovely



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Beti kids, to bring smiles of joy to their faces.

Indeed, this is the time of giving, sharing, and receiving love. This activity symbolizes the unconditional joy that gifts from the heart can give to each and one of us. As this experience brought love and contentment to each participants souls.

May we continue to share the warm love of Christ as we celebrate each year continuing His love for children, and love for all people.

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| Prepared by: | |
| Date Submitted: | January 18, 2024 |



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n. JHS Caroling for a Cause

| | |
|---|---|
| Project Title: | Caroling for a cause |
| Date: | December 2023 |
| Time: | 1:00 onwards during Saturdays |
| Team Composition: | SMU JHS-ScHS Employees |
| Project Leader: | Mr. Christian Jos De Jesus |
| Project Staff/Members: | Kris Karl Roda, Agnes Madamba, Romalyn Bacsa, Jojilyn Anoché, Judy Ann Sunday, Jun Van Paritang, Weyalein Liban, Jayson Roda, Francisco Lopez, Genelita Escaros |
| Narrative | |
| <p>Caroling is a popular and joyous custom that involves gathering in a group to sing Christmas songs or carols, frequently door-to-door, during the festive season. Caroling, which has its roots in the Christmas holiday, is a very cultural and historical practice that unites people in a sense of happiness and kindness.</p> <p>The SMU JHS-ScHS Family in leadership of the SMU JHS-ScHS EA Officers, conducted a caroling for a cause activity that aims to raise fund and to support different extension activities of the department.</p> <p>The extension activities are as follows:</p> <ul style="list-style-type: none">• Build a Church Program at Sitio Pawak, Masoc, Bayombong, N.V.• Donation Drive for students at Pawak Elementary• Extension/ outreach activities such as jail visitation and tree planting activity <p>This activity would greatly contribute to the development and achievement of the planned extension activities of the SMU JHS-ScHS Employees. The employees supported this program by attending in the set caroling schedules in the different barangays of Solano, Bayombong, and Bambang. The employees started the caroling activities at 1:00 in the afternoon until 8:00 in the evening, the given time, and effort of employees are considered a gift this holiday season.</p> <p>The SMU JHS-ScHS Employees raised an amount that could support the different projects abovementioned. Thus, this activity does not only benefit the association but also the different involved people in the extension activities.</p> | |



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Prepared by: Mr. Christian Jos De Jesus

Date Submitted: January 10, 2024




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o. SHS Gift-giving to PDLs of NVPJ

| | |
|---|---|
| Project Title: | Pamaskong Handog to Provincial Jail, Capitol |
| Date: | December 20, 2023 |
| Time: | 1:15 P.M. |
| Team Composition: | |
| Project Leader: | Humprey Ian O. Sagabaen |
| Project Staff/Members: | Melencio Bernardino Pedelina Bulligan Arnold Villier Villanoza Dennis Liday Mary Grace Padilla Mitz Jessica Sanico Rudolph Benito Harold Padilla Dan Del Rosario Charles Ron Capin |
| Narrative | |
| <p><i>The Senior High School Department faculty and staff conducted a Pamaskong Handog to 61 inmates of the Provincial Jail, Capitol, Bayombong, Nueva Vizcaya last December 20, 2023.</i></p> <p><i>As requested, the team distributed hygiene kits to the inmates which include soap, powder, detergent, and towels. This gift-giving aims to share blessing and to spread love and be a source of hope for others this season of advent to the inmates of Provincial Jail.</i></p> | |
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Date Submitted:

January 18, 2024



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p. NSTP-LMCDAC Donation of bags and other school supplies at Prk. Gonggongob

| | |
|--|---|
| Project Title: | School Supplies Donation, Action Planning and Data Gathering at Prk. Gonggongob |
| Date: | August 16, 2023 |
| Time: | 7:30 A.M. |
| Team Composition: | |
| Project Leader: | Mr. Domingo Guntalilib, Jr. |
| Project Staff/Members: | Christopher Allen S. Marquez Vince Errol Lucas Heidee P. Liclican |
| Narrative | |
| <p>LMCDAC, in partnership with the NSTP Office, conducted synchronous activities at Purok Gonggongob, Cabuluan, Villaverde this August 16, 2023.</p> <p>55 pupils from Kindergarten to Grade 6 of Villa Par Pale Elementary School were given a set of school supplies led by the team of Dr. Christopher Allen S. Marquez, LMCDAC Director; Mr. Domingo T. Guntalilib, Jr., NSTP Coordinator; Mr. Vince Errol J. Lucas, IP Services Unit In-Charge; Mrs. Rodora P. Tipay, SAB CDA Coordinator; Engr. Candido Joseph T. Rosario, SEAIT CDA Coordinator; and Miss Laurice Kaye P. Laguinday, STEH CDA Coordinator.</p> <p>A total of 55 bags and other school supplies were prepared in the said outreach activity.</p> <p>Dr. Marquez, together with Engr. Rosario, communicated with the community members concerning the water reservoir, a project of the office to be provided to the community, while Mr. Lucas, together with Mrs. Tipay and Miss Laguinday, communicated with the other community members regarding matters on the flagship programs of LMCDAC which are concerned on the action planning of the office, followed by the gathering of other data.</p> <p>NSTP, together with the Marian Emergency Response Team (MERT), facilitated the checking of the nutritional status of the pupils.</p> <p>Mrs. Paulino interviewed the community members for potential data to be used for other activities of the office.</p> <p>Gonggongob is a partner community of Saint Mary's University through the LMCDAC.</p> | |



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Prepared by: Heidee P. Liclican

Date Submitted: August 16, 2023



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q. JHS Outreach at Pawak Elementary School

| | |
|-------------------------------|---|
| Project Title: | Outreach Program – Sitio Pawak Elementary School |
| Date: | September 29, 2023 |
| Time: | 3:00 – 5:00 P.M. |
| Team Composition: | STaR Department & MST Club Officers and members |
| Project Leader: | Agnes N. Madamba (Star Coordinator) Weyalein Balonquita (MST Club Moderator) Judy Ann F. Sonday (MST Club Co-Moderator) Hans Christian Q. Fragata (MST Club President) |
| Project Staff/Members: | Jimmy Valdez Vemelyn De Guzman Junior-Van Paritang Shairene Napaod John Ray Veal Jojilyn Anoché Other MSTC Officers and members |

Narrative

This outreach program is a product of the interview with the teachers on August 18, 2023, when the members of the JHS Principal's council went to Pawak for an ocular visit.

The teachers of Pawak Elementary School when asked about the immediate needs of their pupils told the group that their pupils need school supplies.

The StaR department then planned and decided to give the 94 pupils customized string bags with the following school materials inside:

2 notebooks, 1 to 2 pads of paper, 1 box of crayons, 2 pencils, 1 ballpen, 1 eraser, 1 ruler, 1 protractor, 1 pair of scissors, and 1 sharpener. Some received extra crayons, pad paper, pencils, colored paper, glue, and a pair of scissors as prizes in the games given.

The simple program started with a prayer by Mr. Jimmy Valdez, followed by the statement of objectives by Mrs. Jojilyn Anoché. Games followed. After that was the distribution of the string bags with school supplies together with simple merienda prepared by the school PTA board officers. Toys donated by students were also given as add-ons.



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An intermission number from the pupils was rendered followed by the message of Hans Christian Fragata, the president of the MST Club. Mr. Silvester Bata, the principal, then gave his words of thanks. The simple program ended with a closing prayer given by Mr. Jimmy Valdez.

Mrs. Kris Karl Roda as the PERIO representative and Mr. Julius Caesar Maddawat participated in the said outreach.

Expenses incurred:

| | |
|--------------------------------------|---------------------|
| Ride rentals- | P 3, 400.00 |
| Customized string bags | P 5, 500.00 |
| School Supplies | P 15, 000.00 |
| Merienda (c/o All Faculty and Staff) | P 5, 000.00 |
| Total | P 28, 900.00 |

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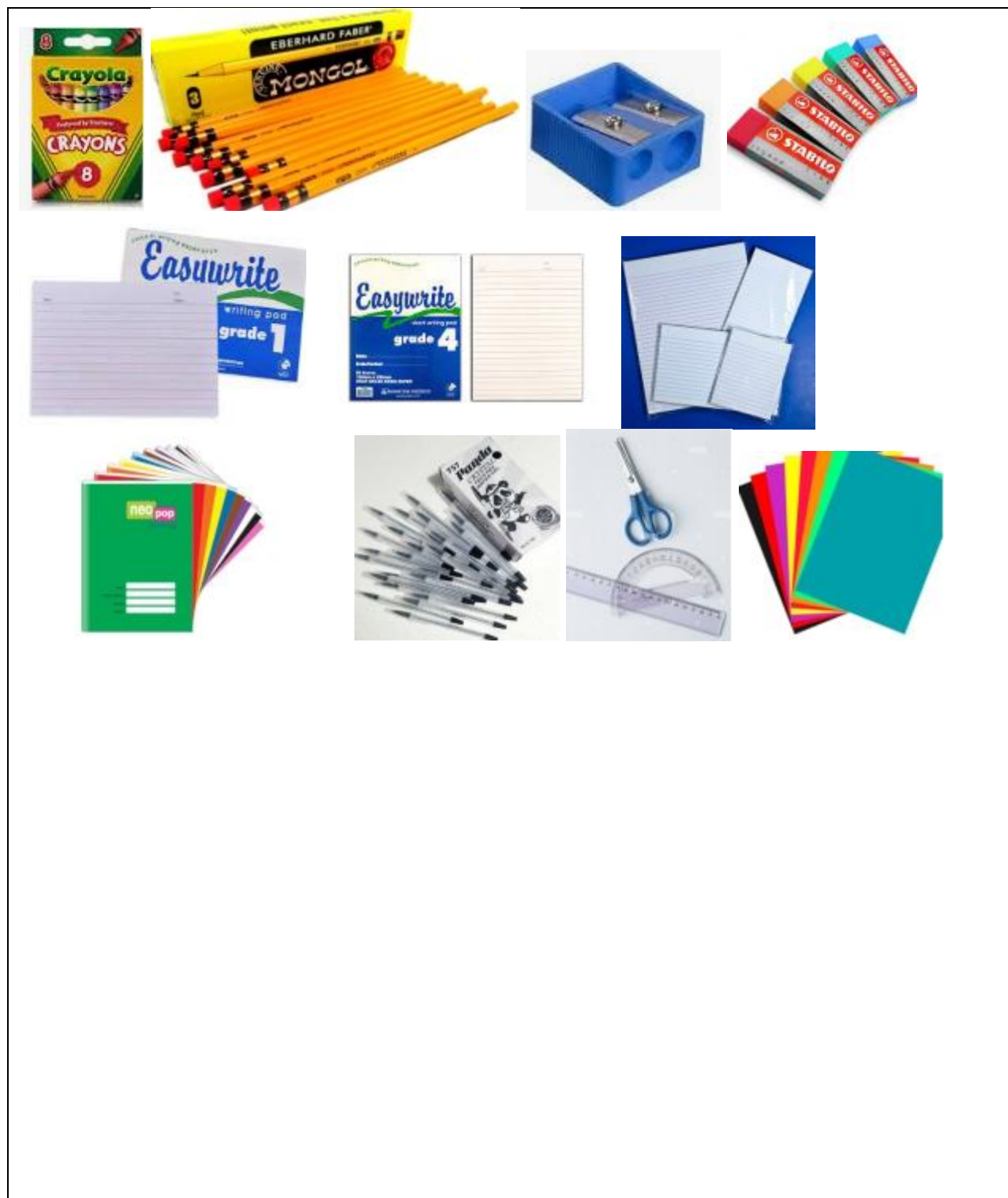


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|------------------------|---|
| Prepared by: | <i>Agnes N. Madamba/ Hans Christian Fragata</i> |
| Date Submitted: | <i>October 4, 2023</i> |



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r. SCC and SSPD Outreach at Belet Day Care Center, Kasibu, N.V

| | | | |
|---|--|--|--|
| Project Title: | LMCDAC, SSPD and SCC Outreach at Brgy. Belet, Kasibu | | |
| Date: | December 11, 2023 | | |
| Time: | 10:30 -1:00 PM | | |
| Team Composition: | | | |
| Project Leader: | SSPD - Kenneth L. Maslang SCC – Samuel B. Damayon | | |
| Project Staff/Members: | Kerwin Bayot (SSPD) Mabel Mamaoag (Languages) | | |
| | Drivers: Dionisio Cadiz, Jr. and Crisel John Gapasin | | |
| | BSED SocSt: Zephania B. Ganggangan and Maria Kyla Therese D. Cornejo | | |
| | SCC: Jala Angeles, Dwi Messakaraeng, Nathaniel Mosqueda, and MJ Vila | | |
| | AFS: Carolina Guasco (Italian), Taichi Hayashi (Japanese), and Adrianna Ixcot (German) | | |
| Narrative | | | |
| <p>The festive spirit of Christmas brightened Brgy. Belet Child Development Center in Kasibu, Nueva Vizcaya, as the community came together for "Pamaskong Handog" on December 11, 2023, from 10:30 AM to 1:00 PM. The event kicked off at 10:30 AM with the arrival of SMU – Social Sciences and Philosophy Department faculty and SMU – Student Central Council from a three-hour trip, setting the stage for a heartwarming celebration.</p> <p>At 10:45 AM, the program proper commenced with a warm Welcome Remarks from Mrs. Carmen W. Dumalili, the dedicated Belet Child Development Worker. Her words set a tone of community spirit. Following this, Mr. Samuel B. Damayon and a Brgy Kagawad member conveyed heartfelt messages, emphasizing the significance of unity and joy during the festive season.</p> <p>The atmosphere then became lively with a series of engaging games that brought smiles and laughter to the participants. The interactive sessions not only added an element of fun but also fostered a sense of camaraderie among the attendees.</p> | | | |



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The highlight of the event was the Giving of Gifts, facilitated by the SMU Student Central Council and SMU Social Sciences and Philosophy Department. The act of generosity from these institutions added a touch of warmth to the occasion, spreading the joy of the season.

Masters of Ceremony, Zephania B. Ganggangan and Maria Kyla Therese D. Cornejo, both BSED Social Studies - 2 students, actively guided the audience through the program, ensuring smooth transitions and keeping the energy high.

In summary, Pamaskong Handog at Brgy. Belet Child Development Center was a resounding success, bringing together the community in a spirit of celebration, sharing, and joy. The collaborative efforts of the organizers, heartfelt messages from community leaders, and the generous contributions from SMU created a memorable event that resonated with the true essence of the holiday season.

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| Revision No. | Approval Date | Effectivity Date | Amendment |
|--------------|-------------------|-------------------|--|
| 00 | July 1, 2022 | July 1, 2022 | Initial Issue |
| 01 | November 17, 2022 | November 17, 2022 | Change in header |
| 02 | September 8, 2023 | September 8, 2023 | Change of page orientation and Inclusion of Gender in the form |

Extension/Outreach Attendance/Participation Report

Project/Activity Title: Pamaskong Handog Venue: Brgy. Balek, Karibon Date: 12-11-2023

| Name | Gender (M/F/LGBTQIA+) | School/Unit | Participant Type (Employee/Student/Alumni) | Nature of Involvement (Project Leader/Sub-leader/Facilitator/Participant/Donor) | Hrs. | Signature |
|--------------------------|-----------------------|-------------|--|---|------|-----------|
| 1. Magarlin Rodhriel C. | M | SHANE | Student | Donor / Sub-leader | 3 | |
| 2. Mcville Josue Nila | LGBTQIA | SHANE | Student | Donor / Sub-leader | 3 | |
| 3. Javi Louisa Angara | F | SHANE | Student | Donor / Sub-leader | 3 | |
| 4. Dini Messacarang | F | SHANE | Student | Participant | 3 | |
| 5. Carolina Ocampo | F | SHANE | Student | Participant | 3 | |
| 6. Terrence Hernandez | M | SHANE | Student | Participant | 3 | |
| 7. Roderick Lopez | F | SHANE | Student | Participant | 3 | |
| 8. Nibel D. Pineda | M | SHANE | Student | Participant | 3 | |
| 9. Salvador Dela Cruz | M | SHANE | Student | Participant | 3 | |
| 10. Kenneth L. Dela Cruz | M | SHANE | Student | Participant | 3 | |
| 11. Danilo Castro | M | SHANE | Student | Participant | 3 | |
| 12. CRISTEL LUNA GARCIA | M | SHANE | Student | Participant | 3 | |



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SAINT MARY'S UNIVERSITY
BAYOMBONG, NUEVA VIZCAYA, PHILIPPINES
LINGKOD MARIA COMMUNITY DEVELOPMENT AND ADVOCACY CENTER

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| Document Code | LMC-FO-004 |
| Revision | 02 |
| Effectivity Date | 2022/11/17 |
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| Revision No. | Approval Date | Effectivity Date | Amendment |
|--------------|-------------------|-------------------|--|
| 00 | July 1, 2022 | July 1, 2022 | Initial Issue |
| 01 | November 17, 2022 | November 17, 2022 | Change in header |
| 02 | September 8, 2023 | September 8, 2023 | Change of page orientation and Inclusion of Gender in the form |

Extension/Outreach Attendance/Participation Report

Project/Activity Title: _____ Venue: _____ Date: _____

| Name | Gender (M/F/LGBTQIA+) | School/Unit | Participant Type (Employee/Student/Alumni) | Nature of Involvement (Project Leader/Sub-leader/Facilitator/Participant/Donor) | Hrs. | Signature |
|-------------------------------|-----------------------|-------------|--|---|------|-----------|
| 1. MARIA KILIA TORRES D. OREN | F | SMU | STUDENT | PARTICIPANT | | |
| 2. BEPHANIA GANESANGAN | F | SMU | STUDENT | PARTICIPANT | | |
| 3. KEVIN N. BAYUT | M | SMU | FACULTY | Participant | | |
| 4. | | | | | | |
| 5. | | | | | | |
| 6. | | | | | | |
| 7. | | | | | | |
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| 9. | | | | | | |
| 10. | | | | | | |
| 11. | | | | | | |

| BELET CHILD DEVELOPMENT CENTER Belet, Kasibu, Nueva Vizcaya | | |
|--|------------|--|
| NAME | BIRTHDAY | |
| 1. Aeron Jay A. Alindayo | 4-4-2019 | |
| 2. Harris Borlfire C. Anacho | 2-2-2020 | |
| 3. Mark Xyrone B. Ananayo | 5-13-2019 | |
| 4. Clark A. Camme | 10-14-2019 | |
| 5. Crismar L. Chigway | 7-17-2019 | |
| 6. Kriss Xander H. Pait | 4-28-2019 | |
| 7. Farhan Adventure A. Tayaban | 2-6-2019 | |
| 8. Ben Jr. L. Huagon | 3-13-2019 | |
| 9. Riezel Joy M. Ananayo | 5-6-2019 | |
| 10. Claire T. Cayong | 10-14-2019 | |
| 11. Xyrille Jhen L. Lumayyong | 11-14-2019 | |
| 12. Raisa Mae L. Subaybay | 9-20-2020 | |
| 13. Fritzie Gaye P. Buyya | 9-6-2020 | |
| 14. Mark Ashley M. Amabaliwon | 11-29-2019 | |
| 15. Samuel Jr. A. Pumihic | 5-3-11 | |

Prepared by: CARMEN W. DUMALILIS

| Republic of the Philippines Department of Education REGION II – CAGAYAN VALLEY SCHOOLS DIVISION OF NUEVA VIZCAYA KASIBU EAST DISTRICT BELET ELEMENTARY SCHOOL | | | |
|---|------------|-----|--------------|
| NAMES | BIRTHDAY | AGE | GRADE |
| 1. Ambaliwon, Nober Hallag | 10-08-2016 | 7 | Kindergarten |
| 2. Anacho, Harvey Calingayan | 12-10-2017 | 5 | Kindergarten |
| 3. Buyya, Frinz Jhayniel Puguon | 08-23-2018 | 5 | Kindergarten |
| 4. Culbi, Redden Gano | 12-01-2017 | 6 | Kindergarten |
| 5. Lumaho, Kevin Son Guimpat | 09-08-2018 | 5 | Kindergarten |
| 6. Menen, Shan Michael Butic | 06-22-2018 | 5 | Kindergarten |
| 7. Tamingo, Reyden Keith Bandao | 12-24-2017 | 5 | Kindergarten |
| 8. Ananayo, Zyra Jean Fernando | 03-26-2018 | 5 | Kindergarten |
| 9. Aquino, Jedeiah Valerie, Bandao | 11-29-2017 | 6 | Kindergarten |
| 10. Dumelec, Jhenzane Martin | 04-26-2018 | 5 | Kindergarten |
| 11. Edihon, Sunshine Guimbangan | 01-02-2018 | 5 | Kindergarten |
| 12. Linglingon, Divine Louise Idihon | 08-25-2018 | 5 | Kindergarten |
| 13. Lumayyong, Nolimay Ananayo | 10-06-2018 | 5 | Kindergarten |
| 14. Huagon, Mariano Layuhna | | 7 | Grade I |
| 15. Bandao, Viron Hubbog | | 8 | Grade II |

Prepared by: MERVIA U. OLLAGON
Kindergarten Adviser



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Donors:

1. School Supplies c/o SMU Student Central Council
2. Umbrella – $30 \times 120 = 3,600 + 500$ (Prices and Minute Maid Juice) = 4,100
 - Dr. Darwin Dacles = 1,000
 - Ms. Maybelle Dumlao = 800
 - Kenneth L. Maslang = 800
 - Dr. Erwin Naval = 500
 - Samuel Damayon = 500
 - Xaviery Galima = 500Total = **4,100**
3. Boots c/o MATSS 205 Class = $15 \times 180 = 2,700$
 $15 \times 110 = 1,650$
Total = **4,350**
4. Prices worth **500** c/o Mr. Kerwin Bayot

| | |
|------------------------|--------------------------|
| Prepared by: | KENNETH L. MASLANG |
| Date Submitted: | <i>December 16, 2023</i> |



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s. GSD Giving of School Supplies to Pupils of Baguingey Elementary School

| | |
|-------------------------------|------------------------------------|
| Project Title: | Giving of School Supplies |
| Date: | September 22, 2023 |
| Time: | |
| Team Composition: | SMU Grade School Faculty and Staff |
| Project Leader: | Calpito, Ma.Socorro M. |
| Project Staff/Members: | Balawa, Joy D. |

Narrative

Saint Mary's University Grade School takes earnestly in steering and being actively involved in building vibrant Christian communities and in reaching out to the needy and marginalized members of the communities through works of charity and development. Hence, the SMU Grade School faculty and staff donated school supplies to the pupils of Baguingey Elementary School in Commonal, Solano, Nueva Vizcaya on September 22, 2023. They have given books and 712 pieces of pencils. The donated books will be used to support the learning of the pupils and the instruction of the teachers as well. The books and pencils were handed to the school head, Mrs. Rosemarie D. Pale.

Documentation



| | |
|------------------------|------------------|
| Prepared by: | JOY D. BALAWA |
| Date Submitted: | January 16, 2024 |

Project SHARE: Soil and H₂O Amendments and Restoration Efforts for Sustainable Farming in Dupax del Sur

Elsa L. Cajucom, PhD, Lorna C. Aban, MAEd, and Gloria Vicki A. Antonio, MEd

EXECUTIVE SUMMARY

Nueva Vizcaya is Cagayan Valley's vegetable capital and the country's next "salad bowl" (Department of Agriculture, 2011). In particular, Dupax del Sur is one of the main vegetable producers. The income of most families is derived from rice farming, onion planting, and vegetable cultivation. Thus, it is inevitable for farmers to use fertilizers to boost crop yield. Farmers across the municipality use a variety of fertilizers to grow crops and to improve and increase the crop yield in every cropping season. Applying these inorganic fertilizers repeatedly for decades pollutes the soil and the water reservoir near it. Excessive use of fertilizers could potentially cause groundwater contamination.

Among the most pervasive pollutants of freshwater globally today are phosphate and nitrate (Khan & Ghouri, 2011). Sources of nitrates include runoff or seepage from fertilized lands, municipal and industrial wastewater, refuse dumps, animal feedlots, septic tanks, private sewage disposal systems, drainages, and decaying plant debris. Nitrates and phosphates are surplus nutrients that contaminate the soil and affect fertility.

The study aimed to raise knowledge and awareness of sustainable farming, considering the conventional means of utilizing fertilizers versus non-conventional ones, which may ensure the soil and water quality that farmers will need to grow their crops.

Project SHARE aimed to disseminate the previous research findings through Information, Education, and Communication (IEC) materials on soil and water amendments.

This utilization project came out of empirical data titled: **Assessment of Nitrate and Phosphate Content of Farm Soil and Groundwaters in an Agri-Municipality in Nueva Vizcaya: Basis for MLGU-SMU Restoration Efforts and Eutrophication Control Program.**

Water safety and quality are essential, especially to human health, agriculture, aquaculture, industry, and all life forms. Effective crop production depends on an adequate supply of nutrients through fertilizer application to achieve maximum yield. However, soil nutrients need to be appropriately managed to meet the fertility requirements of crops without adversely affecting the quality of our valuable water resources. This research assessed the level of concentration of nitrates and phosphates in farmland soil and groundwater in two selected agro-ecosystem barangays in Dupax del Sur, Nueva Vizcaya, to ascertain the degree of anthropogenic influence via the application of fertilizer and other agro-chemicals to farmlands by farmers. The study shows that the dissolved nitrate concentrations of both irrigation water sources and farmland soils for both barangays are below the recommended levels set by the respective standards referenced in the study - with the data showing no statistically significant difference in nitrate concentrations in the two barangays. Also, the study indicates that the soil phosphate concentrations on all sampled farmlands in both barangays are below the recommended levels set by the standards referenced in the study. However, the dissolved phosphate concentrations in all sampled irrigation water sites are significantly above the recommended levels. The differences in soil and water phosphate concentrations can be due to having a separate irrigation source that has experienced multiple runoffs and leaching events, increasing its dissolved phosphate.

Project SHARE aims to disseminate the research findings to the farmers in the two BLGUs in Dupax del Sur through information, education, and communication (IEC) materials on farm soil and groundwater amendments, specifically on organic farming.

With the initial data gathered, information is needed to help farmers practice sustainable farming through soil and water amendment and restoration efforts. The target farmers are members of the Mangayang-Iheangan-Duppes Irrigation Association, Inc. and Gabut Farmers Rice and Onion Growers Association, respectively. Dupax del Sur is one of the main vegetable producers of Nueva Vizcaya. Farmers across the municipality use a variety of fertilizers to grow crops and to improve and increase the crop yield in every cropping season.

The two neighboring barangays, Mangayang and Gabut, are divided by the Magat River, a stream, and hectares of farmlands owned by both barangay residents. Farming is the main livelihood for almost all families. The farmers from Mangayang are members of the Mangayang-Iheangan-Duppes Irrigation Association, Inc. The farmlands cover an area from 0.8 hectares (8,000 sq. meters) to 1.5 hectares (15,000 sq. meters) with a mean area of 1.15 hectares (11,500 sq. meters). The common crop planted in Mangayang is sweet potato, commonly called camote. Rice is also grown on two farms, while corn is on one farm. As one farmer shared, camote is a better alternative to rice since the profit is greater, considering the very low price of rice bought by traders. Vegetables such as tomato, pepper, Kentucky beans, string beans, winged beans (*pallang*), and bottle gourd (*upo*) are also planted as additional crops. The only farm visited in Gabut is planted with squash and red onions.

The findings of the study were seen as beneficial for the environment and the community. Farmers would become aware of the potential risks of continued usage of inorganic or chemical fertilizers. Hence, they would be encouraged to use alternative fertilizers for more sustainable farming. Concerned government agencies could raise awareness about this phenomenon. This could enable them to devise restoration efforts and formulate eutrophication control programs for affected areas. The researchers also believe that the study would help promote sustainable farming and is also aligned with risk reduction and mitigation, one of the components of SMU's Project WEALTH VERSION 2.0. This academic endeavor was also associated with the United Nations' Sustainable Development Goals (SDGs) 2, 6, 12, and 13. SDG2 is No hunger: End hunger, achieve food security

and improved nutrition, and promote sustainable agriculture; SDG6 is Clean Water and Sanitation: Ensure availability and sustainable management of water and sanitation for all; SDG12 is Responsible Consumption and Production: Ensure sustainable consumption and production patterns; and SDG13 is Climate Action: Take urgent action to combat climate change and its impacts (UN, n.d.).

THE UTILIZATION COMPONENT

Before the research dissemination to the target beneficiaries, the study was presented by Dr. Elsa L. Cajucum at the 10th HCU Thailand e-Conference on June 29, 2023, via Zoom under the Science and Technology cluster.



While waiting for the confirmation of the two barangay captains, the team conducted online research about organic farming. At the same time, one of the researchers gathered insights about organic farming from a professor from a state university. After finalizing the content draft, IEC materials such as a brochure and a poster were crafted using Canva Tools. The researchers worked as a group on the layout and design of the IEC materials.

A. Brochures



Communication letters were given to the two barangays for the proposed schedule of dissemination and distribution of IEC materials among the target farmer-beneficiaries, and upon the confirmation of the two barangays, Team Project SHARE conducted the dissemination and distribution of IEC materials on November 11, 2023. During the onsite activity, an interview was conducted. The sampled farmers were briefly interviewed about organic farming and their insights on the provided IEC materials. In addition, some farmers were also interviewed through brief phone calls conducted in the afternoon after their farm work.

Crafting and Distribution of Brochures and Posters

Since Mr. Pedro Gudoy, the farm leader of Brgy. Mangayang attended a burial on November 11, 2023, at Brgy. The treasurer received a copy of the research findings, 25 pcs of the brochure, and the poster to be posted in the farmers' venue of their meetings. During the house meeting, the study's findings on the sampled farmlands in their barangay were also discussed. It was explained that the farmers' continuous use of synthetic fertilizers significantly affects the soil quality. Thus, the team advocates the use of organic farming towards sustainable farming.

Meanwhile, the team went to the house of Hon. Jon Agoos, The Brgy. Captain of Gabut distributed the IEC materials and provided a copy of the research findings.





The researchers visited the sampled farmland owners in barangays Mangayang and Gabat to give brochures for an information drive about Organic Farming.

Feedback from Clients/Beneficiaries

The team gathered some testimonials from the farmland owners. Below are their insights about the IEC materials they received.

On November 15, 2023, Brgy. Captain Jheremie Mangaong communicated the farmers' request to conduct a short forum on Organic Farming. As an extended activity, Team Project SHARE organized a forum in collaboration with the Department of Agriculture – Nueva Vizcaya.





Green Campus Project

RATIONALE

Saint Mary's University through the years had been one of the advocates for environmental protection. With the mission of "steadfastly participate in the CICM advocacies of promoting multi-ethnicity, social justice, peace, and integrity of God's creation" we have made programs, projects, and activities for the protection of our environment. Two decades ago, the university crafted its CHSF program aimed at practicing what we teach inside the classroom. Our current engagements whether local, national, or international have always had an environmental protection goal.

With the growing environmental concerns, the government had even to enact environmental laws to protect our mother nature. One of these laws is RA 9003. This Act makes provision for efficient solid waste management, for the volume reduction of the waste, its environment-friendly disposal, composting, recycling, re-use, recovery, green charcoal process; for the collection, treatment, and disposal in environmentally sound solid waste management facilities. It aims for the proper segregation, collection, transport, storage, treatment, and disposal of solid waste. It also concerns the protection of groundwater from pollution.

Several higher education institutions had already policies on banning the in-campus use of plastics and even the selling and bringing in of drinks contained in PET bottles which are being implemented religiously. As part of the university's advocacy for promoting the integrity of God's creation, the implementation of our existing laws, and the execution of our programs and projects, this proposal was made and endorsed.

On a personal note, during the Midyear 2022, it was observed that students brought their tumblers. This was due to the fact that most of them were not allowed to go out of campus (limited face-to-face guidelines) and there are limited drinking stations or canteen that sells bottled water or bottled water is expensive for them. This shows that it is possible to ask our students to bring their own drinking tumblers.

OBJECTIVES:

1. To manifest our environmental advocacies;
2. To show support for our environmental laws;
3. To instill among our students the value of protecting the environment; and
4. To implement our CHSF program by banning PET bottles and the use of plastics on campus.



OPERATIONALIZATION:

Actions taken:

The proposal was discussed with the Student Central Council and the Student Leaders who are supportive of the proposal.

Actions to be taken (part of our environmental policy/program):

1. Disallow use of plastic spoons, forks, disposable plastic food packs, and straws;
2. Disallow the entry of drinks using PET bottles;
3. Disallow the selling of drinks on PET bottles (to be part of the contract among Canteen Concessionaires); and
4. Symposium on environmental protection by LMCDAC or office handling the CHSF program (and to explain the move by the university).

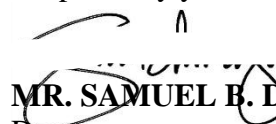
Consequences of the actions to be taken:

1. Require students to use tumblers or any non-PET drinking utensils.
2. Require canteen concessionaire to provide a drinking station.
3. Require concessionaires to use only paper cups, lunch packs, and silver utensils for food.
4. The university provides water drinking stations (revive the old drinking fountain or purchase new ones to be stationed in strategic places).

OPPORTUNITIES:

1. For mass reproduction by TTBD of SMU labeled tumblers for sale;
2. The tumblers themselves as promotional materials;
3. Incultation to the Marian community of our responsibility toward the environment.

Respectfully yours,


MR. SAMUEL B. DAMAYON

Dean

Student Affairs and Services