

Strategic Outcomes	Strategic Programs/ Projects	Area	Units Responsible	Y1	Y2	Y3	Y4	Y5	KPI	Budget
	9) Replacing small water tanks with bigger tanks.	PFRM	Advisory Board, PPPDMO	5	5	5			2.2.3.9. At the end of year 5, 15 small water tanks have been replaced with bigger tanks.	
	10) Installing solar street lights.	PFRM	Advisory Board, PPPDMO	30 College	20 Grade School and Junior HS				2.2.3.10. At the end of year 5, 50 solar lamps have been installed to replace electric-powered campus lights.	
	11) Installing additional rooftop photovoltaic solar panels.	PFRM	Advisory Board, PPPDMO				219 kWp		2.2.3.11. At the end of year 5, additional 219kWp solar panels have been installed in the college campus.	
	12) Renovating the Junior High School main entrance and façade.	PFRM	Advisory Board, PPPDMO			100%			2.2.3.12. At the end of year 5, the Junior High School façade and main gate entrance has been completed.	
	13) Furnishing the incubation facility at the Technology Transfer and Business Development Office.	PFRM	Advisory Board, PPPDMO TTBDO	100%					2.2.3.13. At the end of year 5, the incubation facility has been renovated and fully furnished.	
	14) Installing a giant image of	PFRM	Advisory Board, PPPDMO	100%					2.2.3.14. At the end of year 5, a giant image of the Patron Saint.	



Photovoltaic Solar Panel



Georges De Buscherre Building



Antonio Tanchoco Building



Hantson Building



Apo Pilo Building



Sacred Heart Chapel



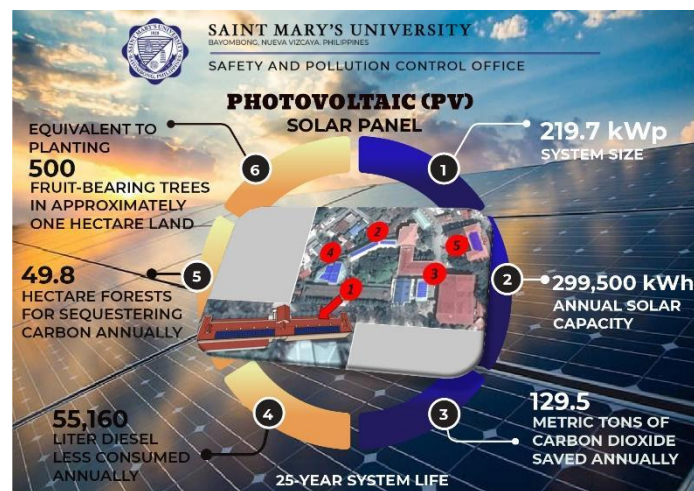
John Van Den Daelen Building



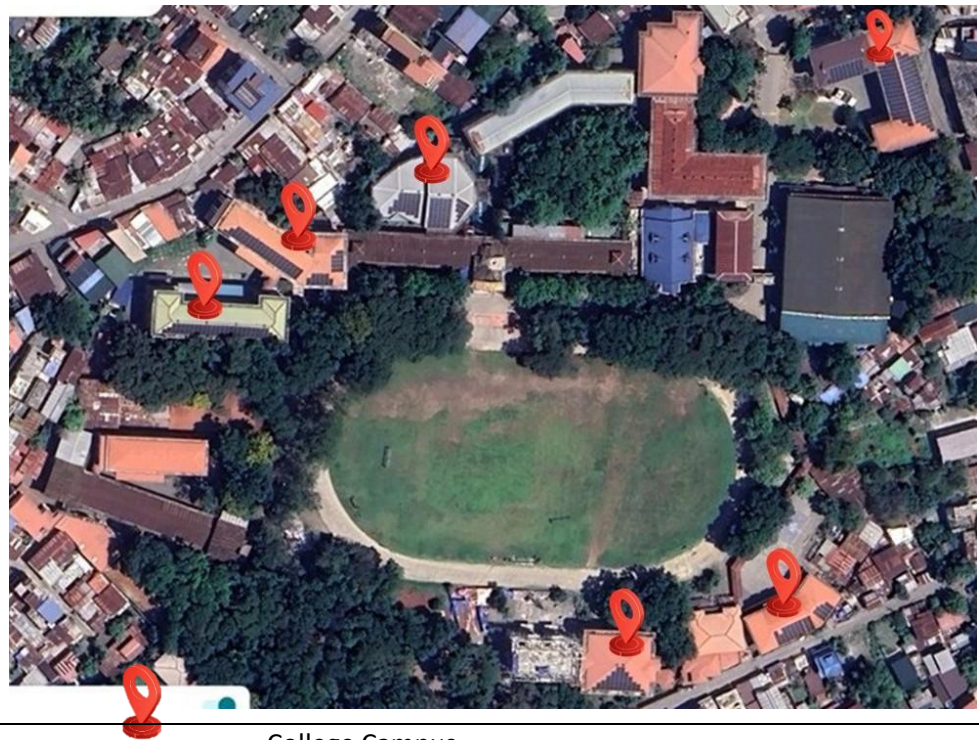
Renato Sergeant Building



Engineering Building



Solar Panel



College Campus

Saint Mary's University–Philippines (SMU) is firmly dedicated to sustainability and reducing greenhouse gas (GHG) emissions through innovative renewable energy programs. A key component of this effort is the installation of solar power systems that contribute significantly to cleaner, more sustainable energy use across its campuses.

In February 2018, SMU installed a 219.7 kW photovoltaic (PV) solar panel system that partially powers the university's facilities. This system produces approximately 299,500 kWh of renewable energy each year, offsetting about 129.5 metric tons of carbon dioxide emissions—equivalent to 55,160 liters of fossil fuel consumption. The project represents SMU's strong commitment to environmental stewardship and aligns with the UI GreenMetric framework, which categorizes GHG emissions into three scopes:

- Scope 1 covers direct emissions from university operations such as fuel consumption;
- Scope 2 includes indirect emissions from purchased electricity, which are reduced through on-site solar power generation;



- Scope 3 addresses other indirect emissions, including those related to commuting, business travel, and waste management.

Under Scope 3, SMU enforces a Car Request Policy designed to minimize transportation-related emissions. For trips involving more than five passengers, the university provides shuttles or coasters instead of multiple smaller vehicles to reduce fuel use and carbon output. Most of SMU's travel activities occur by land due to the absence of an airport in the province, encouraging the use of more efficient, shared transportation methods such as public buses and vans. This policy not only promotes cost efficiency but also supports SMU's broader sustainability goals by lessening the environmental impact of travel.

To expand its renewable energy footprint, SMU also installed a 99 kWp solar power system across its College, Junior High School, and Grade School campuses. This system generates around 148,500 kWh of clean energy annually, reducing approximately 72 tons of carbon dioxide emissions—the equivalent of planting 3,300 trees or preserving 4.8 hectares of forest each year. It also offsets about 27,000 liters of diesel fuel consumption. By harnessing solar energy, SMU significantly cuts down its dependence on traditional electricity sources, helping combat climate change while ensuring energy efficiency.

Beyond reducing its carbon footprint, these projects serve as educational platforms that allow students and faculty to learn about renewable energy systems, sustainable practices, and environmental innovation. They stand as tangible examples of how educational institutions can lead in climate action and integrate sustainability into both operations and academics.

Complementing these initiatives is SMU's Clean, Healthy, Safe, and Friendly Environment (CHSF) Program, which fosters community participation in maintaining a sustainable and eco-friendly campus. Through CHSF, students and faculty are encouraged to uphold environmental values and contribute to a positive, green learning atmosphere.

By combining solar energy systems, sustainable transport practices, and community-driven environmental programs, Saint Mary's University–Philippines showcases how education and innovation can work hand in hand to advance sustainability, reduce emissions, and support global climate goals.

[Solar panel Output Reports](#)

[SMU coaster](#)

[SMU Shuttle services](#)

[Motors and cars entering the school](#)

[No vehicle day \(every 1st Wednesday\)](#)

[Circular on No Vehicle Day](#)

[Sample accomplished car request forms](#)



Solar PV Rooftop Performance Report SMU Bayombong

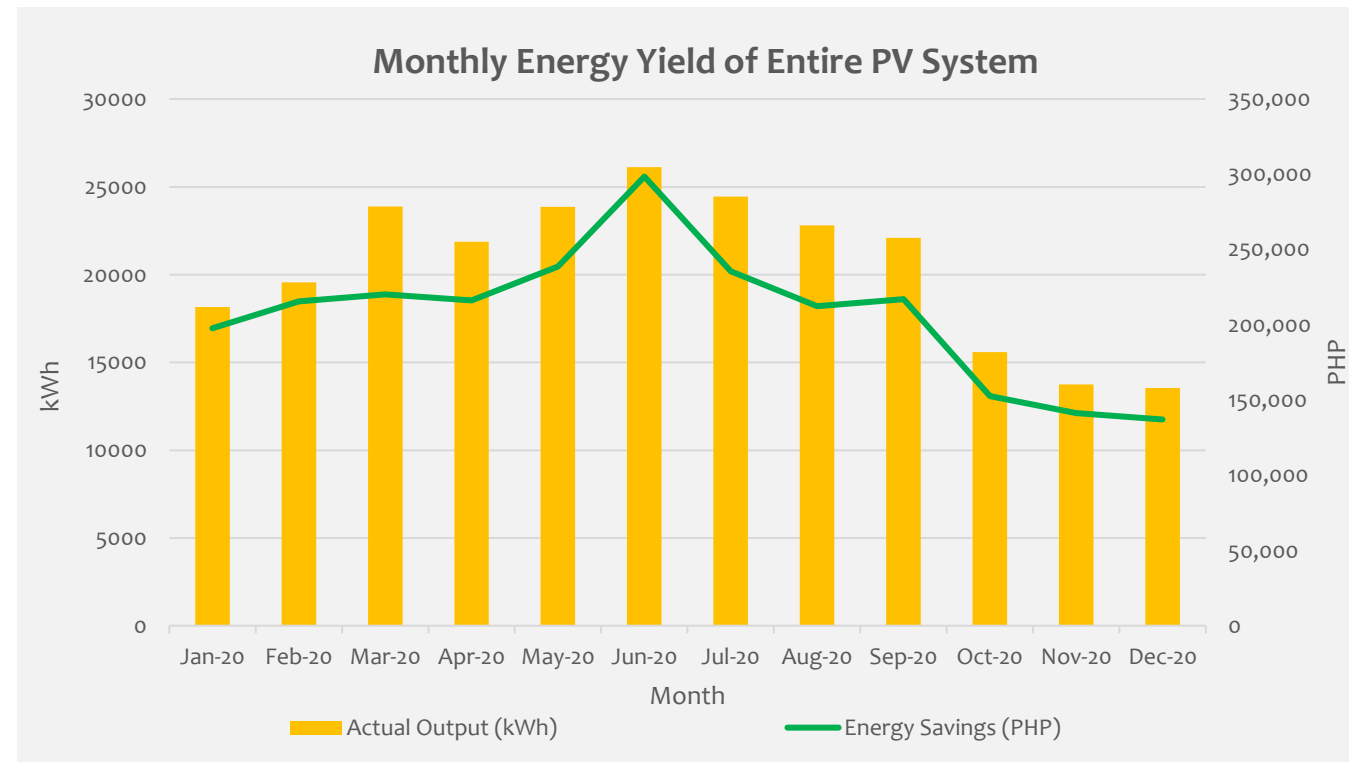
Savings Report for 2020 - 2024

Philippines, August 2024



Achieved Savings of **PHP 2,482,810** in 2020!

Total Clean Energy Generated: 245,708 kWh



**Savings calculated based on assumed average electricity tariff paid by client is at 10 PHP/kWh (per NUVELCO'S bill from Jul'16 – Jun'17)*

Period: 01 January 2020 – 31 December 2020

Total Emission Savings in 2020

Total RE generated



245,708
kWh



102
Houses
Powered
Annually
(200kWh/month)



4,200
LED Lights
Powered
Annually
(20W, 8h/day)



421,620
km Driven
Annually



6,762,520
Smart Phones
Charged Annually



1,120
Ceiling Fans
Powered
Annually
(75W, 8hrs/day)

Equivalent
to:

Total CO₂ savings



111
tons

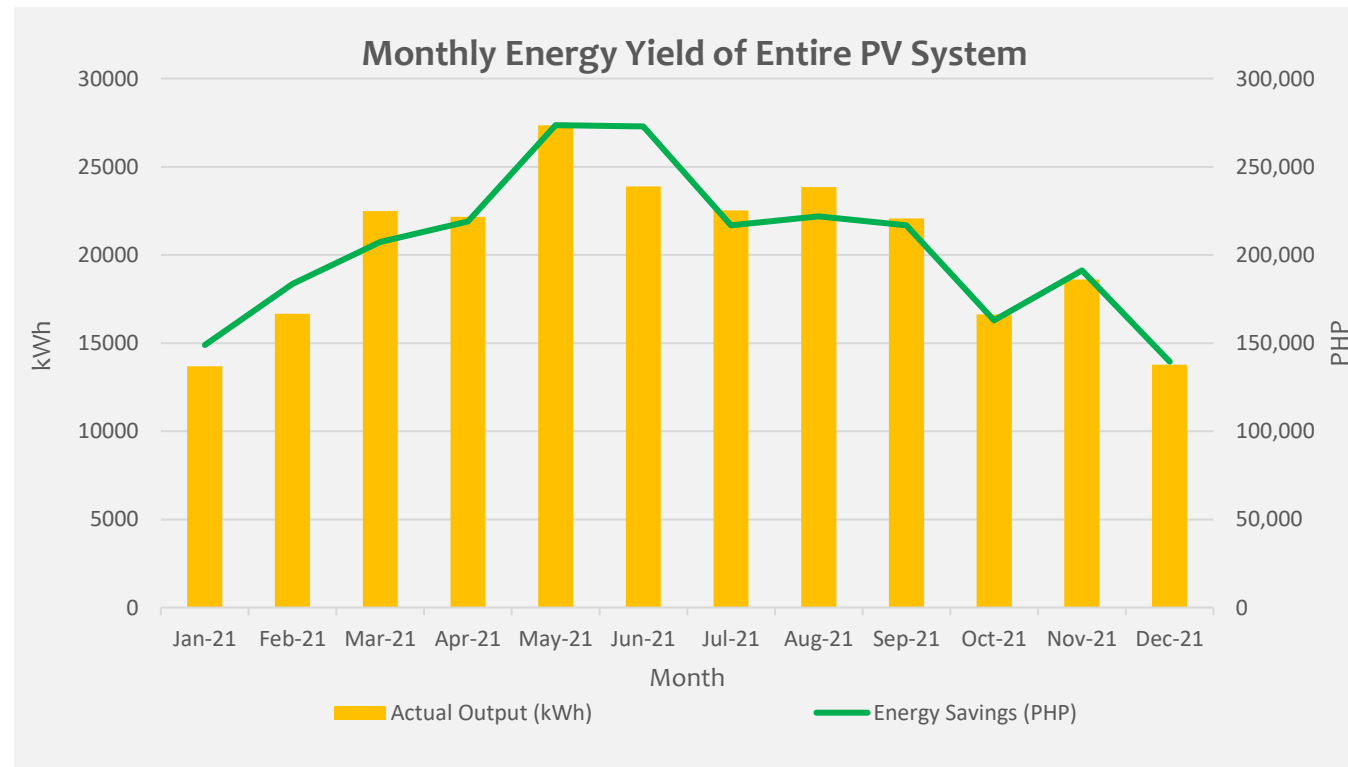


43
ha Forest Carbon Sequestered

* CO₂ savings calculated based on average CO₂ emissions of the Philippine national grid

Achieved Savings of **PHP 2,455,045** in 2021!

Total Clean Energy Generated: 243,714 kWh



**Savings calculated based on assumed average electricity tariff paid by client is at 10 PHP/kWh (per NUVELCO'S bill from Jul'16 – Jun'17)*

Period: 01 January 2021 – 31 December 2021

Total Emission Savings in 2021

Total RE generated



243,714
kWh



100
Houses
Powered
Annually
(200kWh/month)



4,170
LED Lights
Powered
Annually
(20W, 8h/day)



418,200
km Driven
Annually



6,707,640
Smart Phones
Charged Annually



1,110
Ceiling Fans
Powered
Annually
(75W, 8hrs/day)

Equivalent
to:

Total CO₂ savings



110
tons

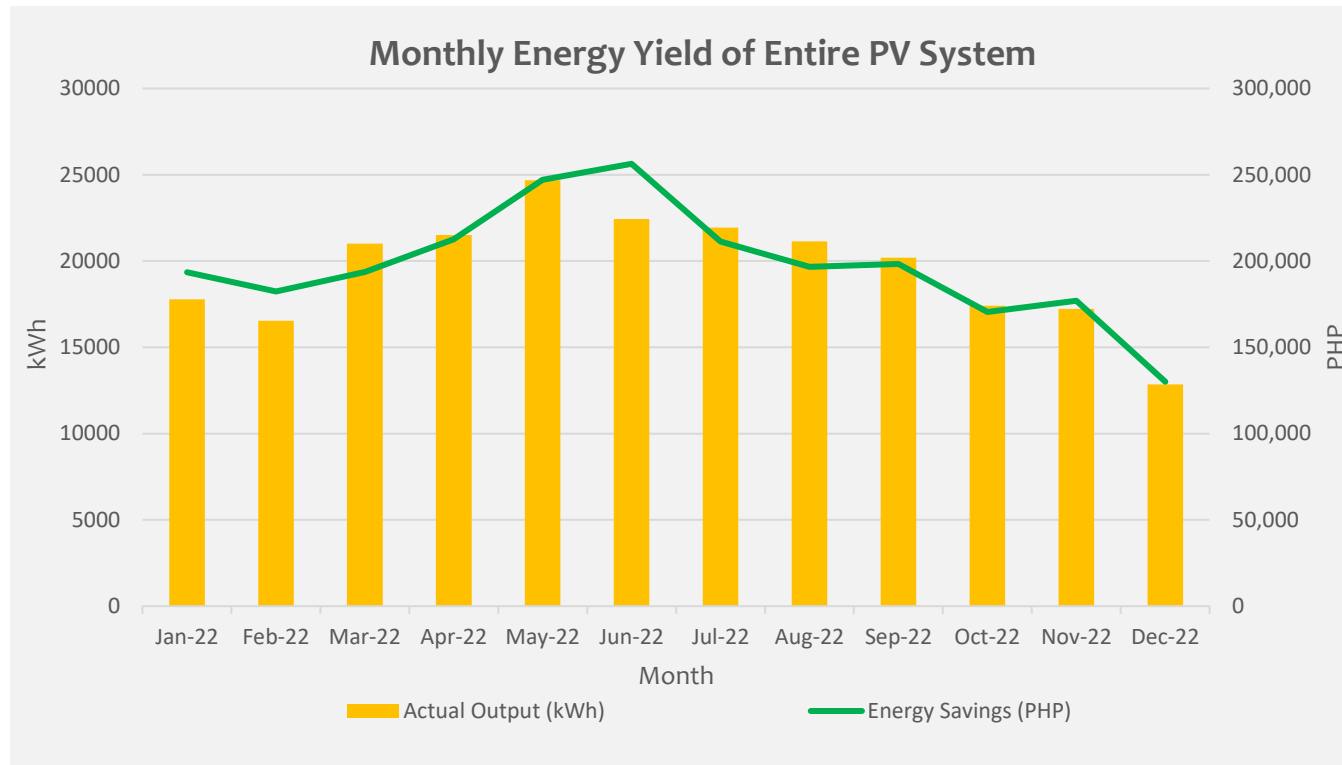


42
ha Forest Carbon Sequestered

* CO₂ savings calculated based on average CO₂ emissions of the Philippine national grid

Achieved Savings of **PHP 2,369,495** in 2022!

Total Clean Energy Generated: 234,716 kWh



**Savings calculated based on assumed average electricity tariff paid by client is at 10 PHP/kWh (per NUVELCO'S bill from Jul'16 – Jun'17)*

Period: 01 January 2022 – 31 December 2022

Total Emission Savings in 2022

Total RE generated



234,716
kWh



98
Houses
Powered
Annually
(200kWh/month)



4,020
LED Lights
Powered
Annually
(20W, 8h/day)



402,760
km Driven
Annually



6,459,995
Smart Phones
Charged Annually



1,072
Ceiling Fans
Powered
Annually
(75W, 8hrs/day)

Equivalent
to:

Total CO₂ savings



106
tons

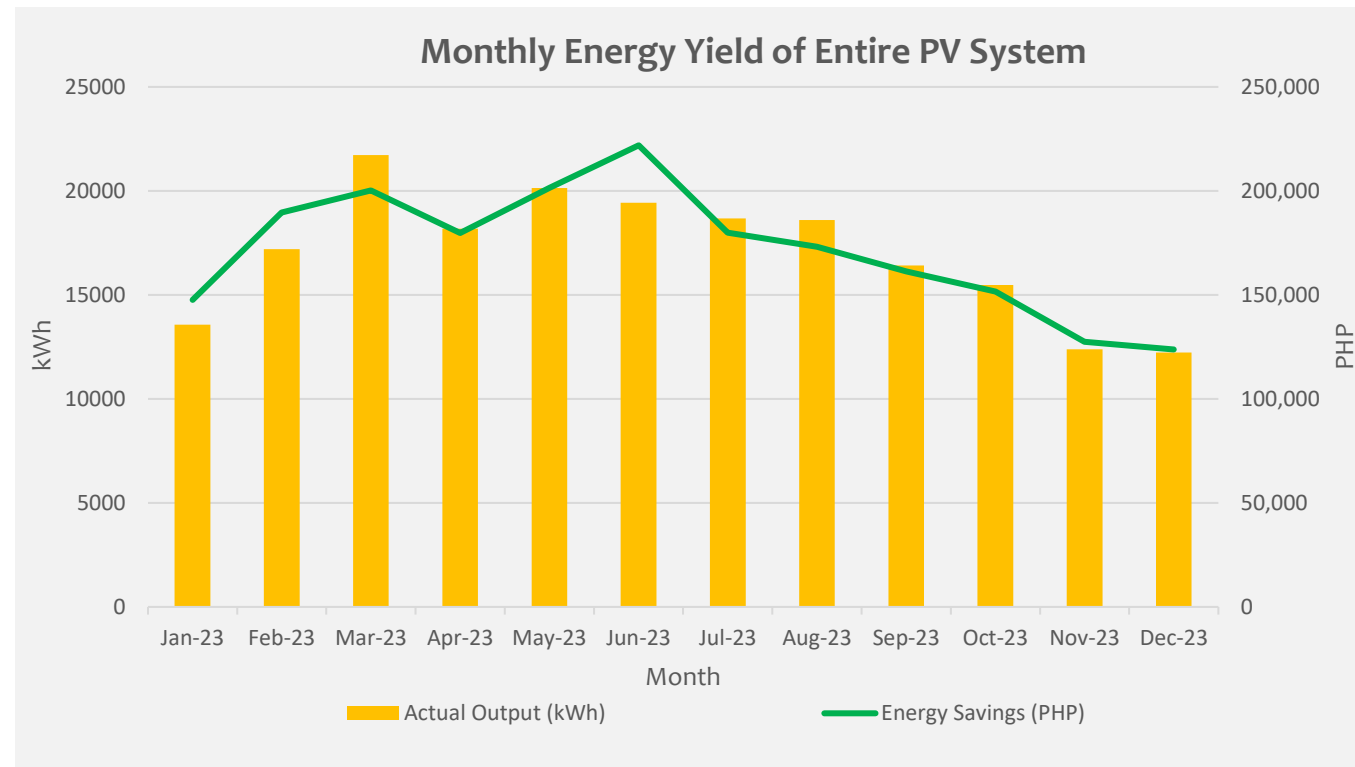


41
ha Forest Carbon Sequestered

* CO₂ savings calculated based on average CO₂ emissions of the Philippine national grid

Achieved Savings of **PHP 2,057,800** in 2023!

Total Clean Energy Generated: 204,044 kWh



**Savings calculated based on assumed average electricity tariff paid by client is at 10 PHP/kWh (per NUVELCO'S bill from Jul'16 – Jun'17)*

Period: 01 January 2023 – 31 December 2023

Total Emission Savings in 2022

Total RE generated



204,044
kWh



85
Houses
Powered
Annually
(200kWh/month)



3,494
LED Lights
Powered
Annually
(20W, 8h/day)



350,135
km Driven
Annually



5,615,822
Smart Phones
Charged Annually



932
Ceiling Fans
Powered
Annually
(75W, 8hrs/day)

Equivalent
to:

Total CO₂ savings



92
tons

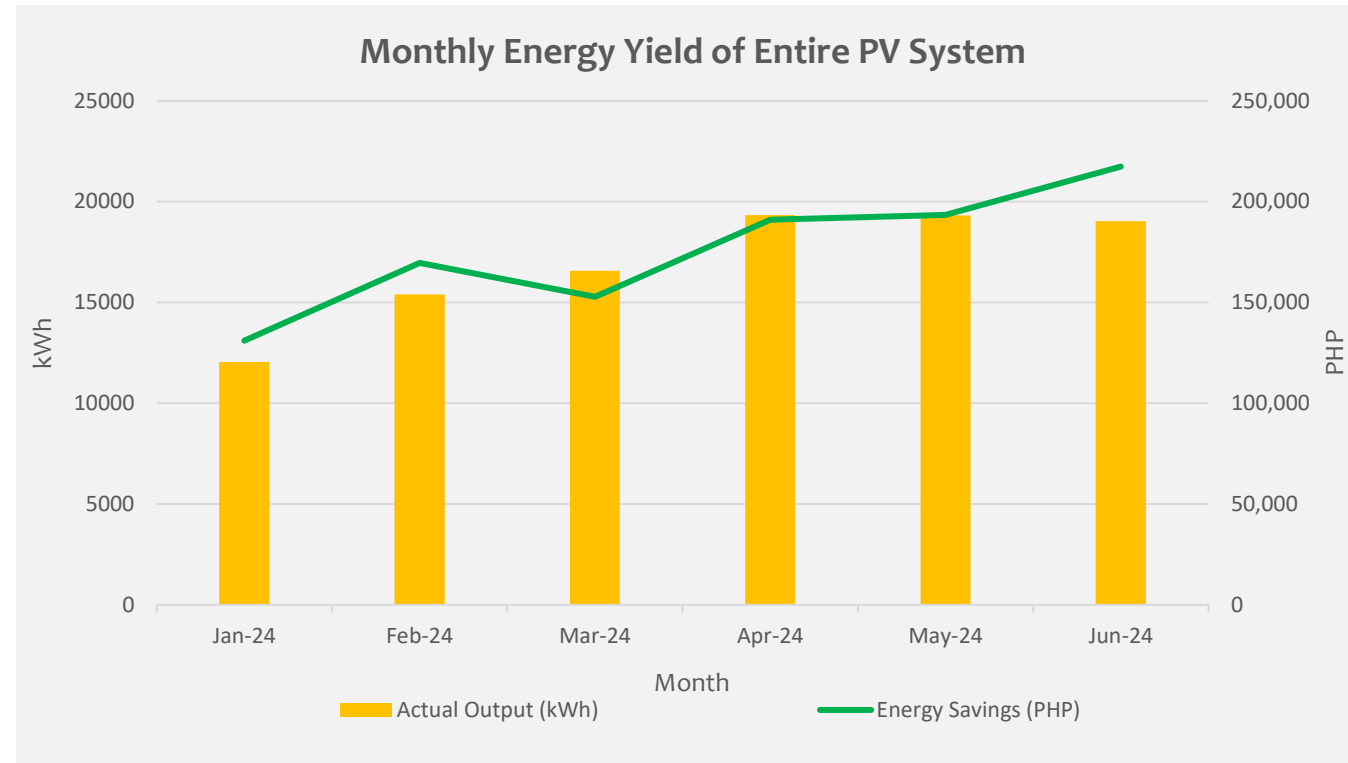


35
ha Forest Carbon Sequestered

* CO₂ savings calculated based on average CO₂ emissions of the Philippine national grid

Achieved Savings of **PHP 1,054,990** in 2024!

Total Clean Energy Generated: 101,655 kWh



**Savings calculated based on assumed average electricity tariff paid by client is at 10 PHP/kWh (per NUVELCO'S bill from Jul'16 – Jun'17)*

Period: 01 January 2024 – 30 June 2024

Total Emission Savings in 2024

Total RE generated



42
Houses
Powered
Annually
(200kWh/month)



1,740
LED Lights
Powered
Annually
(20W, 8h/day)



174,438
km Driven
Annually



2,797,810
Smart Phones
Charged Annually



465
Ceiling Fans
Powered
Annually
(75W, 8hrs/day)

Equivalent
to:

Total CO₂ savings



46
tons



18

ha Forest Carbon Sequestered

* CO₂ savings calculated based on average CO₂ emissions of the Philippine national grid

Summary – PV System Performance

<i>Year</i>	<i>2020 (Jan - Dec)</i>	<i>2021 (Jan - Dec)</i>	<i>2022 (Jan - Dec)</i>	<i>2023 (Jan - Dec)</i>	<i>2024 (Jan - June)</i>
<i>Actual (kWh)</i>	245,708	243,714	234,716	204,044	101,655
<i>Estimated (kWh)</i>	290,662	289,209	287,763	286,324	150,915

* The yearly yield values of 2020 (Jan – Dec) to 2024 (Jan – June) shows a difference from estimated to actual yield value due to performance difference of the inverters . We would like to recommend for the performance maintenance operation including checking of all the inverters for any alarm/fault, cleaning of PV panels, tree trimming that impose shading on the PV panels and also to upgrade the monitoring systems to SynaptiQ to have a regular remote monitoring of the PV plant.

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SAINT MARY'S UNIVERSITY
BAYOMBONG, NUEVA VIZCAYA, PHILIPPINES

VICE PRESIDENT FOR ADMINISTRATION

CONTROLLED COPY

Signature: _____ Date: 11-17-22

Document Code	VPA-OP-004
Revision	02
Effectivity Date	2022/11/17
Page/s	Page 1 of 2

Revision No.	Approval Date	Effectivity Date	Amendment
00	July 1, 2022	July 1, 2022	Initial Issue
01	September 21, 2022	September 21, 2022	Change in format
02	November 17, 2022	November 17, 2022	Added activity on monitoring, evaluation of process and continual improvement

STANDARD OPERATING PROCEDURE

TITLE	Vehicle Service Request
SCOPE	This covers requests for vehicle for trips authorized by management.
OBJECTIVE	To ensure that vehicles are available when needed for authorized trips of administrators, employees, students or SMU guests.

Activity	Description
	<p>The requesting person accomplishes the Vehicle Service Request Form available from the VPA Secretary and attaches supporting documents. For daily trips of the purchasing staff, the trip ticket form will suffice.</p> <ul style="list-style-type: none">• VPA-FO-004 (Vehicle Service Request Form) <p>VPA secretary verifies the details and signatures and indicates the available vehicle and driver.</p> <p>The VPA reviews the request form and indicates decision (approved/disapproved) and may add additional instructions.</p> <p>The VPA Secretary records the details in the Logbook of Vehicle Requests.</p> <ul style="list-style-type: none">• VPA-FO-008 (Logbook of Vehicle Requests) <p>VPA Secretary informs the requesting party and the assigned driver.</p>



SAINT MARY'S UNIVERSITY
BAYOMBONG, NUEVA VIZCAYA, PHILIPPINES

VICE PRESIDENT FOR ADMINISTRATION

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Page/s	Page 2 of 2

Monitoring & Evaluate the process


The VPA monitors and evaluates the process.




Continual Improvement of the Vehicle Service Request

The VPA continuously updates the vehicle service request process when needed.

Prepared by:



JOHN G. TAYABAN
Vice President for Administration


ROY B. LUMIDAO
Secretary

Name & Signature of Staff/Office Head

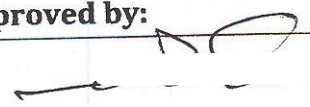
Date Signed 11/17/2022

Reviewed by:


PEARL VIA S. COBALLES
Quality Management Representative/IDQAO

Date Signed: 11/17/2022

Approved by:


JOHN OCTAVIOUS S. PALINA
University President

Date Signed: 11/17/2022



3R (Reduce, Reuse and Recycle) Program for University Waste

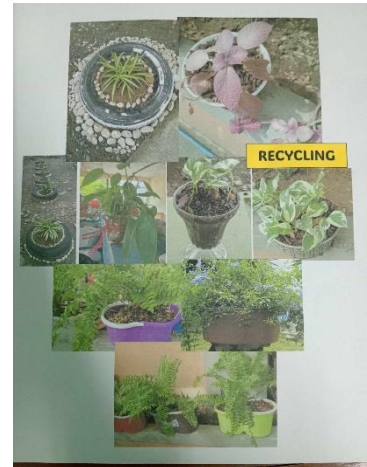
Reduce



Reuse



Recycle



CAMPUS GREEN Project

Reduce: Using reusable containers and mugs for food and drinks when buying at the canteen

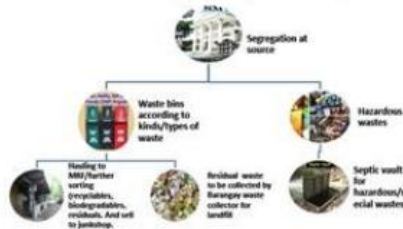


CLEAN, HEALTHY, SAFE, FRIENDLY (CHSF) PROGRAM





Saint Mary's University Clean, Healthy, Safe and friendly (CHSF) Program: Waste Management (Flow Chart)



Description:

Saint Mary's University use recyclable materials like vehicle wheel, plastic bottles, tornado mop pail, water pipes, plastic basin, pail, water dispenser, toilet bowl, and drinking glass, etc., for planting ornamental plants. At the Material Recovery Facility (MRF), the General Services Office' Staff, are storing these recyclable materials for this purpose. The entire units and offices of the University do reuse papers (2-sides) for printing interoffice communications and reuse boxes for hard files. The School Canteens reuse boxes (instead of plastic trays, plastic cabinets, or wooder cabinets) to display their store items for sale.

Through this, they are helping the University for cost savings, resource conservation, and it decreases or reduces the volume of wastes and prolonging the life span of waste for disposal. Composting is the best practice in the University. Organic wastes are composted or converted into fertilizers that are used for plants. Construction and demolition and waste recycling is also practiced. Used hollowblocks are used for landscaping. Used galvanized iron are used to fence some areas in the university like in the Material Recovery Facility (MRF) area and other projects.

Saint Mary's University "Campus Green Project" concerns the different policies like: 1. Disallowing the use of plastic spoons, forks, disposable plastic food packs, and straws; 2. Disallowing the entry of drinks using PET bottles; 3. Disallowing the selling of drinks on PET bottles (to be part of the contract among Canteen Concessionaires). The Project requires students to use tumblers or any non-PET drinking utensils. 2. Requires canteen concessionaire to provide a drinking station. 3. Requires concessionaires to use only paper cups, lunch packs, and silver utensils for food. 4. The university provides water drinking stations in strategic places.

Another sustained University program is the CHSF which stands for CLEAN, HEALTHY, SAFETY, FRIENDLY, encompasses four dimensions: eco-friendly, socially inclusive, culturally sensitive, and economically stable



environment. The CHSF Program has become the password of the University in observing and maintaining the cleanliness of the University.

The Marian Green STEPS initiative aims to engage the university in comprehensive strategies to combat environmental degradation caused by human activities and natural disasters. A key component of this initiative is the Proper Waste Disposal program, which emphasizes the principles of Reduce, Reuse, and Recycle. The Reduce, Reuse, Recycle (3Rs) initiative at the school incorporates several practical strategies to foster environmental sustainability and minimize waste.

Researches are conducted such as green business practices, and evaluation of the Marian Green Steps, each aimed at advancing sustainability and social responsibility. Research on green business practices examines how organizations implement eco-friendly methods like waste reduction and energy efficiency, supporting their alignment with global sustainability standards. The Marian Green Steps initiative evaluates eco-friendly practices within the Marian community, focusing on waste management, energy conservation, and green infrastructure. These evaluations provide insights for continuous improvement, aligning each initiative with broader environmental and social goals.



3R (Reduce, Reuse and Recycle) Program for University Waste

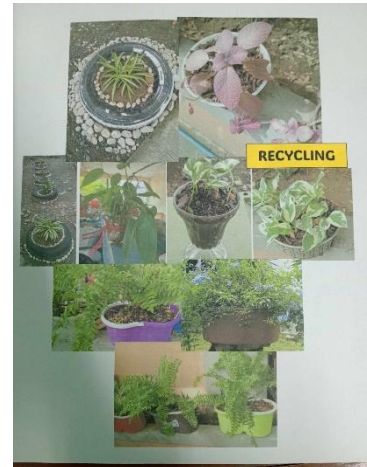
Reduce



Reuse



Recycle



CAMPUS GREEN Project

Reduce: Using reusable containers and mugs for food and drinks when buying at the canteen



CLEAN, HEALTHY, SAFE, FRIENDLY (CHSF) PROGRAM





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Program to reduce the use of paper and plastic on campus (WS.2)

<https://form.jotform.com/SaintMarysUniversity/cash-advance-retirement-loan-form>



Powerful forms get it done.

CASH ADVANCE / RETIREMENT LOAN/SALARY LOAN APPLICATION FORM



SAINT MARY'S UNIVERSITY
Bayambong, Nueva Vizcaya

SALARY ADVANCE / RETIREMENT LOAN/SALARY LOAN APPLICATION FORM

DATE OF APPLICATION *

NAME OF EMPLOYEE *

EMPLOYEE ID NUMBER * DEPARTMENT / OFFICE *

NUMBER OF YEARS IN SERVICE IN SMU * EMPLOYMENT STATUS *

☐ Probationary
☐ Permanent
☐ Part-Time

INSTRUCTIONS:

1. Click Submit
2. Please wait for confirmation of approval / disapproval within one day
3. If approved, please wait for notification from the Treasury and Accounting Office when check is ready for release

THANK YOU.

Data Privacy Consent *

☐ In compliance with the Data Privacy Act (DPA) of 2012, and its Implementing Rules and Regulations (IRR) effective since September 8, 2016, I allow SMU to use the information I am providing to process my request for salary advance/retirement loan.

Submit

Online Application for salary loans and advances



STePG
Self-service Test Permit Generator
2nd Term First Semester 2024-2025!

READY!
Please tap your ID on the scanning device...

Developed and Maintained by **cict**



Saint Mary's University
Bayambong, Nueva Vizcaya, Philippines
College TEST PERMIT
2nd Term First Semester 2024-2025
TUCAY, JOREEN LYRA ESQUIOJA
39374220
BSCB

COURSE NO.	INSTRUCTOR'S SIGNATURE
CE 317	
CE 318	
CFE 105a	
En Sci	
Eng CAD	
Eng Mgmt	
GRIZal	
Techno 101	

STePG (Self-service Test Permit Generator)

PNB@ashNet Plus

★ Manage Bookmarks

Paywise Details

Pay From: Choose One

Remarks

Payment Schedule: Pay Now Pay On

Payment Details

Employee Code

First Name

Middle Name

Last Name


Pay To

Amount

Save Save and Clear

No Records

Next Step



SAINT MARY'S UNIVERSITY
Bayambong, Nueva Vizcaya

Date: 10/17/2024
4000099057

CHECK VOUCHER

Acct No	Gl. Account	Description	Debit	Credit
6515001	Faculty Development - Seminars, Trainings, etc.	Travel allowance: SoGS benchmarking activity at UST, Manila, Oct. 16, 2024	18,840.00	
1004000	Cash in Bank-METRO SA			18,840.00
			18,840.00	18,840.00

Explanation
Travel allowance: SoGS benchmarking activity at UST, Manila, Oct. 16, 2024

PAYEE
Dr. Mayvelyn Covita & co.

RECEIVED BY/DATE

Online Disbursements



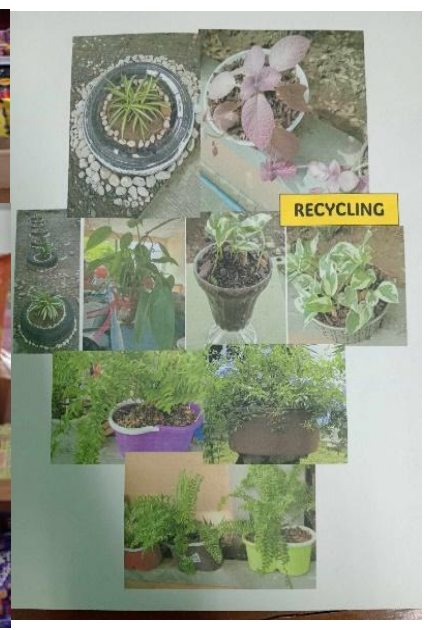
Reduce



Reuse



Recycle



Green Campus Initiatives in the Offices, Canteen, and Ornamental Plants Cultivation

Reduce: Using reusable containers and mugs for food and drinks when buying at the canteen



CLEAN, HEALTHY, SAFE, FRIENDLY (CHSF) PROGRAM



Submit Report

Sem Stamp*

Student Name*

Report No.*

Class Code*

Remarks

Submissions

Faculty
All
AGUIRRE, JOY RANA LORENZO
AQUINO, NICOLE ANNE PUGUON
BACARRA, CHARRAINE JOY BAYANG
BAVOT, KRISTIN NASE
CAI ALANAN, FEDERICA CAI ALANAN
CARABALAN, ISSIE PAUL D
COJITA, MARICELYN SCAT
DAMAYON, SAMUEL RUYASAWAN
DEI, ROSARIO, REYDIANZA GUTAN
DEMPERADA, ERNEST LALISTA
GARCIA, ADONIS VILDEZ
GAJILAN, ROGELIO CUARDO
GONZALES, CLARA MANGOLINACAO
GUAYANGAY, RINO FRANZ LIMPS
GURAT, MELANIE GUZMAN
HALDO, LYSSEL ILDEFONSO

Export By Date

Date Range
 From: 9/25/2023 To: 9/26/2023

Faculty	Student Name	Gender	Course No.	Report No.
GURAT, MELANIE GUZMAN	PI NECA, NICOLYN GRACE NACES	F	GMeth	1
GURAT, MELANIE GUZMAN	PILOTIN, CHARLEYN LEE	F	MIS-Bachelor-Epi L	1
GURAT, MELANIE GUZMAN	PILOTIN, CHARLEYN LEE	F	MIS-Bachelor-Epi L	1
GURAT, MELANIE GUZMAN	PILOTIN, CHARLEYN LEE	F	MIS-Bachelor-Epi L	1
GURAT, MELANIE GUZMAN	DANGSALDO, EZEKIEL ABEJUELA	F	Stat acc	1

User Role

Employee	Role	Module	User Email
CASILLA, GERYL BAUTISTA	Admin	ADIAS Women	geryl@smu.edu.ph
COSTALES, ALONIA CASIANO	Admin	Dean	acostales@smu.edu.ph
DIQ, MARIA LOUISA INFANTE	Admin	ADIAS Men	mldiq@smu.edu.ph
DOE, JANE X	Admin	ADIAS Women	da干涉community@smu.edu.ph
DOE, JOHN X	Admin	ADIAS Men	markantony@smu.edu.ph
EDULLA, MARK ANTHONY EUSEBIO	Super Admin	Dean	mark@smu.edu.ph
NANTES, FELIPE JR. VELASCO	Admin	Dean	fnantes@smu.edu.ph

STARE (Student Attendance Record Map) App



Student Monitoring and Attendance Checking Society (SMACS App)



Center for Natural S...New Tab

All Bookm...

HOMEJOBSCONTACT USPAYMENT CHANNELSSIGN IN

Saint Mary's University
eSMIS - School Management Information System

SEII EVALUATIONClick Here

New students for the Higher EducationClick Here

Technical Support:

- For technical assistance please use the FB messenger button in the bottom right corner of this page. Feel free to send your support request. Our IT support team will respond to you during office hours (8:00AM to 5:00PM Monday to Friday).

Contact usCheck your enrollment records and grades by clicking here

Admission Guides for AY 2024-2025

If you graduated from our Grade school, Junior/Science high school, or Senior high school please follow this guide

If you are a student who would like to apply for admission to Higher Education

If you are a student who would like to apply for admission to Junior/science high school

If you are a student who would like to apply for admission to a Senior high school

Senior High School Admission

New student applying for Grade 11

Center for Natural S...New Tab

All Bookm...

eSMISFaculty

ELSA CAJUCOM

Faculty Load

Search...

FiltersGroup ByFavorites

1-6 / 6

SCHOOL/COLLEGE

All

College of Law

ETVAO

Grade School

Junior High School

School of Accountancy a...

School of Engineering, Ar...

School of Graduate Studies

School of Health and Nat...

School of Teacher Educat...

Senior High School

SCHOOL YEAR - TERM

All

2024-2025 - Second Sem...

2024-2025 - First Semester

2023-2024 - Mid-Year Term

2023-2024 - Second Sem...

2023-2024 - First Semester

2022-2023 - Mid-Year Term

2022-2023 - Second Sem...

5004 - ChemBio 1 Lec (2.0 units)
Organic Molecules Lecture

Students: 11 records2023-2024 - Second SemesterRequired

Section:BS BIOLOGY 1
ELSA CAJUCOM

5005 - ChemBio 1 Lab (1.0 units)
Organic Molecules Laboratory

Students: 11 records2023-2024 - Second SemesterRequired

Section:BS BIOLOGY 1
ELSA CAJUCOM

5153 - MLS-Res 2 Lec (1.0 units)
Med Lab Science Research Paper Presenting Writing & Presentation Lecture

Students: 29 records2023-2024 - Second SemesterRequired

Section:BS MEDICAL LABORATORY SCIENCES 3A
ELSA CAJUCOM

5154 - MLS-Res 2 Lab (2.0 units)
Med Lab Science Research Paper Presenting Writing & Presentation Laboratory

Students: 29 records2023-2024 - Second SemesterRequired

Section:BS MEDICAL LABORATORY SCIENCES 3A
ELSA CAJUCOM

6026 - BEEd 124 (3.0 units)
Teaching Science in the Intermediate Grades (Physics, Earth, Space)

Students: 6 records2023-2024 - Second SemesterRequired

Section:BEEd 2
ELSA CAJUCOM

6045 - Sci 125 (3.0 units)
The Teaching of Science

Students: 6 records2023-2024 - Second SemesterRequired

Section:BSed Sci 2
ELSA CAJUCOM

eSMISFaculty

ELSA CAJUCOM

Faculty Load / False

Edit

1 / 6

DraftSubmittedApprovedReceived

5004 ChemBio 1 Lec BS BIOLOGY 1
Organic Molecules Lecture

School Year - Term2023-2024 - Second SemesterSchool/CollgeSchool of Health and Natural SciencesUnits2.0

TeachersELSA CAJUCOMMoodle ID0

Merge With ParentMerge with Moodle ID0

SchedulesStudents GradesLMS Courses

Schedule Type	Start Time	End Time	Start Date	End Date	Day of Week	Room/Facility	Schedule
Others	07:30AM	08:30AM			Monday	S205	07:30AM-08:30AM Mon
Others	07:30AM	08:30AM			Thursday	S205	07:30AM-08:30AM Thu

Online Enrolment and Grades Release Via EsMIS



Online Resources Service

How to Access Press Reader at home?

1. Enter the URL: <https://www.pressreader.com>
2. Click "sign in"
3. Choose Library Group
4. Search and choose Saint Mary's University
5. For college student's Library card number, use "smu plus ID no." (Ex. smu21001121)
6. For faculty Library card number, use "smu plus 0000 plus ID no." (Ex. smu00006161)

SMU e-library

Google Play Store interface showing the Saint Mary's University Student Handbook app.

Saint Mary's University Student Handbook

Saint Mary's University Bayombong Education

This app is compatible with some of your devices.

[Add to Wishlist](#) [Install](#)

More by Saint Mary's University Bayombong

Saint Mary's University Bayombong

Check now your account balances using Saint Mary's University app.

WHATS NEW

Waiting for www.google.com...

VPA-Circular-13...docx Final Exam Final (2).doc Final Exam Final (1).doc Final Exam Final.doc awtfinal05 (1).doc 3-ST-CATHERINE...pdf

Online Student Handbook



Jotform Form Builder

SMU Grade School Central Board of Pupil Government 2023
Last edited at Wed, May 17, 2023 3:00

ADD COLLABORATORS HELP

BUILD SETTINGS PUBLISH

EDIT WELCOME PAGE

SAINT MARY'S UNIVERSITY Grade School
(Preschool and Elementary Education Programs)
PAASCU REACCREDITED LEVEL III
Bayombong, Nueva Vizcaya

SMU GRADE SCHOOL
CENTRAL BOARD OF PUPIL GOVERNMENT (CBPG) ELECTION

CONSENT FORM

Participation in this CBPG election is voluntary. If you decide not to participate, there will not be any negative consequences. Please be aware that if you decide to participate, you may stop participating at any time and you may decide not to answer any specific question.

Rest assured that your responses will be treated confidentially.

Thank you.

NEXT →

Name and Grade Level *

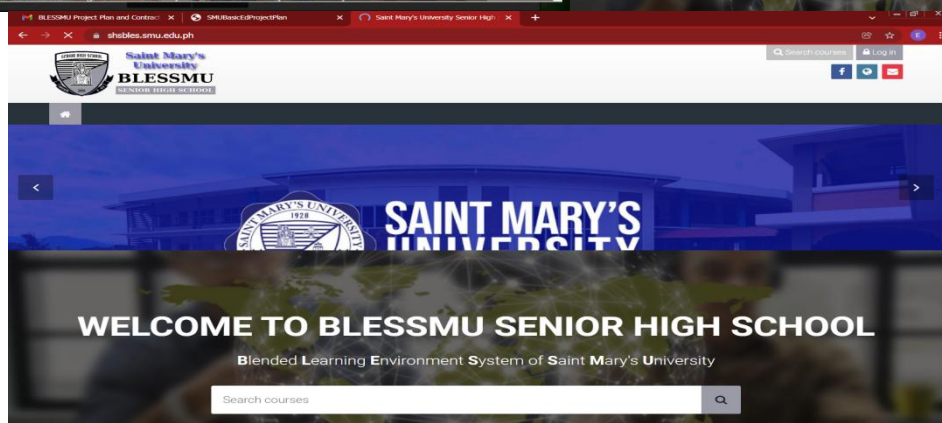
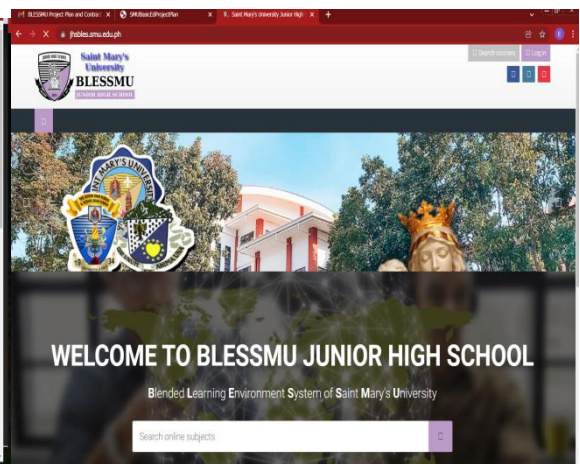
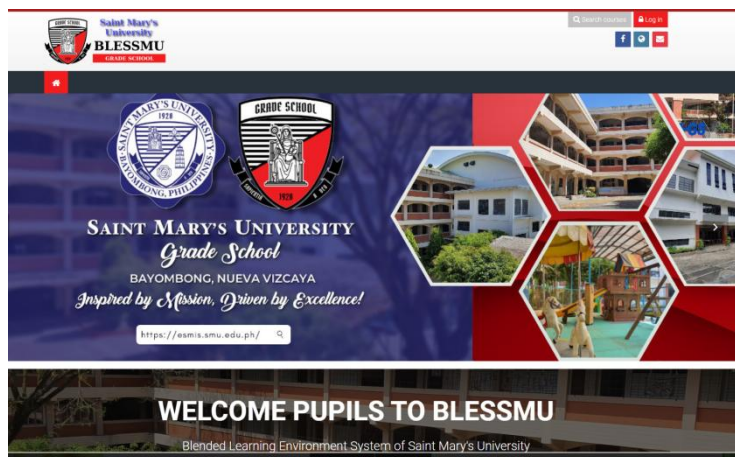
Type a description

Select your Grade Level

Name

← PREVIOUS NEXT →

Google Space Trainings



SMU subscription to Google Workspace for Learning Management System



Reservation Form Desktop Computers for Sale - Employees

Questions Responses 222 Settings

RESERVATION FORM FOR REFURBISHED COMPUTERS FOR EMPLOYEES

Desktop Computers for Sale

The University Administration is offering 150 units old desktop computers FOR SALE to employees which can be used for WFH and for online studies of children. These are fully depreciated but are still functional and in good running condition computers, installed with Microsoft 2008 or 2010 license if interested, please fill out this online reservation form for processing. The items will be awarded on a first-come, first-served basis.

VSAPP Data

Room List

Date	Description	Building
ATD	Extension of back store	A-BUILDING
ATD	Art and Design track	A-BUILDING
A-TT	Reserved for PMT students	A-BUILDING
AAATDPT1.AB		LIB.A-BUILDING
AAATDPT1.AB1		LIB.A-BUILDING
AAATDPT1.AB2		LIB.A-BUILDING
APB1	connected to sitting room 2021	APB PLUS BUILDING
APB2		APB PLUS BUILDING
APB3		APB PLUS BUILDING
APB4		APB PLUS BUILDING
APB5	IT User Lab	APB PLUS BUILDING
APB6	Prog Lab	APB PLUS BUILDING
APB7	Prog Lab	APB PLUS BUILDING
APB8	Multi-media Lab	APB PLUS BUILDING
APB9	IT Data Core Lab	APB PLUS BUILDING
APB10	IT Data Core Lab	APB PLUS BUILDING
APB11	Multi-media Lab	APB PLUS BUILDING
APB12	Virtual workspace room	APB PLUS BUILDING
APB13	for JMC Teachers only	APB PLUS BUILDING
APB14	for JMC Teachers only	APB PLUS BUILDING
APB15	for JMC Teachers only	APB PLUS BUILDING
APB16	for JMC Teachers only	APB PLUS BUILDING
APB17	for JMC Teachers only	APB PLUS BUILDING
APB18	for JMC Teachers only	APB PLUS BUILDING
APB19	for JMC Teachers only	APB PLUS BUILDING
APB20	for JMC Teachers only	APB PLUS BUILDING
APB21	for JMC Teachers only	APB PLUS BUILDING
APB22	for JMC Teachers only	APB PLUS BUILDING
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APB91	for JMC Teachers only	APB PLUS BUILDING
APB92	for JMC Teachers only	APB PLUS BUILDING
APB93	for JMC Teachers only	APB PLUS BUILDING
APB94	for JMC Teachers only	APB PLUS BUILDING
APB95	for JMC Teachers only	APB PLUS BUILDING
APB96	for JMC Teachers only	APB PLUS BUILDING
APB97	for JMC Teachers only	APB PLUS BUILDING
APB98	for JMC Teachers only	APB PLUS BUILDING
APB99	for JMC Teachers only	APB PLUS BUILDING
APB100	for JMC Teachers only	APB PLUS BUILDING

Reservations List

Day Week Month

January 2024

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31

VSAPP Data

Events

Today

VP_TOMOR 01M

Pageants and Festival of Talents

Badminton Varsity Practice

This Week

VP_TOMOR 01M

Pageants and Festival of Talents

Badminton Varsity Practice

This Month

VP_TOMOR 01M

Culminating of the Bible Month

Badminton Varsity Practice

WHAT: Update Student Monitoring module
WHY: To allow users to update the sem stamp used by the different apps; to eliminate the task of verifying absence reports submitted by teachers
SHORT DESCRIPTION OF THE EVENT / APPRECIATION OF THE EVENT:

Online Reservation Forms of SMU Offices

Description:

In support of the University's Green Campus Program, which emphasizes a "No Use of Plastic" policy, the Finance Office has implemented several initiatives to promote sustainability. Food ordered and served by accredited caterers for meetings and institutional activities must utilize washable and recyclable containers, while canteen concessionaires must refrain from selling water and beverages in plastic bottles; instead, water stations have been installed for students to refill their drinking bottles. Additionally, the Finance Department and other departments are actively working to reduce paper usage through various measures: financial transactions are printed in source journals as a single copy; request forms and slips use only half or quarter-sized bond papers; applications for salary loans and advances can be submitted online and printed on recycled



paper; examination permits have been resized to 10 cm x 8 cm using eco-friendly thermal printers, which eliminate harmful chemicals and reduce waste; monthly pay slips are available online or printed only upon request; supporting documents for financial transactions are filed using recyclable paper; working papers are shared internally via email or messenger rather than in hard copy; and disbursements are progressively transitioning to an online format instead of issuing checks. These initiatives collectively contribute to the university's commitment to environmental sustainability.

SMU has significantly reduced paper usage by sending electronic copies of memos, circulars, and announcements. This initiative minimizes paper waste and streamlines communication within the university. Students are encouraged to bring food and water containers to reduce single-use plastics. This practice promotes mindful consumption and fosters a culture of sustainability. The school creatively repurposes plastic bottles as planters. This initiative reduces plastic waste and engages students in gardening activities, promoting environmental stewardship. In administrative offices, recycled boxes are utilized as file organizers. This not only saves money but also reinforces the importance of reusing materials. The canteen uses recycled boxes as food trays, further supporting the reuse principle. Used papers are recycled for issuing memos and other internal communications that do not leave the university. This practice helps divert waste from landfills and supports a circular economy. The school actively promotes recycling through educational campaigns and initiatives that encourage students and faculty to participate in recycling efforts. Clearly labeled recycling bins are placed throughout the campus to facilitate proper disposal.

The CICT has developed apps that reduce the use of papers in the University, like STARE (Student Attendance Record App), for the faculty to submit Student Attendance Records dedicated to the DSAS office. The SMAC (Student Marian Attendance Checking) checks attendance by tapping ID during institutional activities. Different schools use the SMURR (SMU Right Rate APP) in judging competitions, eliminating paper, and promoting accuracy. The ESMIS is an avenue for submitting grades online, which eliminates paper.

By integrating these practices into daily operations, the school not only enhances its sustainability efforts but also educates students about responsible waste management, fostering a culture of environmental awareness that extends beyond the campus.



SAINT MARY'S UNIVERSITY

BAYOMBONG, NUEVA VIZCAYA, PHILIPPINES

COMPUTER AND ELECTRONICS TECHNICAL SERVICES OFFICE

Document Code	CET-WI-015
Revision	00
Effectivity Date	2023/08/17
Page/s	Page 1 of 3

Revision No.	Approval Date	Effectivity Date	Amendment
00		August 28, 2023	Initial Issue
01			

WORK INSTRUCTION

TITLE	CETSO ICT Hardware Sustainability Policy
Date	
Purpose:	The purpose of this policy is to guide the sustainable procurement, use, and disposal of ICT hardware to minimize environmental impact and promote responsible practices.
Scope:	This policy applies to all departments and units within the organization involved in the procurement, use, and disposal of ICT hardware.
Person/s Responsible	CETSO

Procedure:

1. Procurement:

- Prioritize eco-friendly hardware with ENERGY STAR, EPEAT, or equivalent certifications.
- Select vendors with strong environmental policies and sustainability certifications.

2. Usage and Maintenance:

- Implement energy-saving settings on all devices and educate users on their importance.
- Schedule regular maintenance to ensure efficient operation and extend hardware life.

3. Lifecycle Management:

- Maintain an inventory of all ICT hardware and plan for timely upgrades or replacements.
- Consider leasing options to ensure access to the latest technology and responsible disposal.



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4. End-of-Life Management:

- Partner with certified e-waste recyclers for the safe disposal of obsolete hardware.
- Donate or repurpose hardware when possible, ensuring data security through secure data erasure.

5. Employee Training:

- Provide training on sustainable practices and promote a culture of sustainability.
- Appoint sustainability champions to advocate and monitor practices.

6. Continuous Improvement:

- Regularly review and update the sustainability plan to incorporate new technologies and practices.
- Engage stakeholders and collect feedback to improve the plan continuously.

7. Monitoring and Reporting:

- Track key metrics such as energy consumption, e-waste reduction, and cost savings.
- Ensure compliance with environmental regulations and report on sustainability performance.

Prepared by:	
Mr. Mildios Meeds Ciriaco V. Blando	
Process Owner	Date Signed
Reviewed by:	
PEARL VIA S. COBALLES	
Quality Management Representative	Date Signed



SAINT MARY'S UNIVERSITY

BAYOMBONG, NUEVA VIZCAYA, PHILIPPINES

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Approved by:	
Dr. John G. Tayaban	
Supervising VP/President	Date Signed:



Toxic Waste Treatment



Hazardous Waste Facility

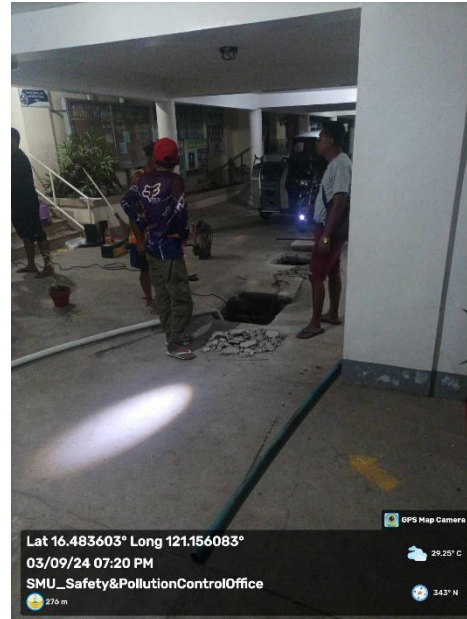
Description:

Saint Mary's University (SMU) manages hazardous waste primarily through its Facilities Management department and the Faculty of Science's safety protocols. The University has a structured approach to handling various safety and environmental concerns, ensuring that hazardous waste generated in labs, research centers, and other facilities is appropriately managed.

1. The Hazardous waste facility ensures a safe, compliant, and environmentally responsible campus environment, supporting academic and operational activities.
2. The process of collecting hazardous waste from the University through the accredited transporter authorized by the Environmental Management Bureau (EMB)- Department of Environment and Natural Resources (DENR). A Memorandum of Agreement is provided between the waste generator and the accredited transporter in compliance with the local environmental laws and regulations.
3. There are Five (5) trained safety officers and three (3) trained pollution control officers designated in each school to supervise the proper labeling, packaging, and disposal of the generated hazardous waste to comply with the Department of Environment and Natural Resources (DENR) National Implementing Rules and Regulations (IRR).
4. Reusing ICT products can involve purchasing refurbished devices, donating old equipment to schools or charities, or reselling used electronics online. This extends the lifespan of devices and reduces the demand for new products. Reusing materials in ICT recycling entails disassembling outdated equipment.



Sewage Disposal



Example of Sewage Disposal (Septic Tank) Siphoning Method

Description:

The water consumption from the canteen (kitchen), laboratories, watering garden, and drinking in school buildings has an average volume of 0.76 cubic meters/day and 22.82 cubic meters/monthly average volume. Moreover, the estimated flow of 0.61 cubic meters/day of wastewater generated from toilets and sinks is disposed of/stored in the septic tanks, usually in each building. The septic tanks of SMU were created/designed per the Philippine National Plumbing Code. Each septic tank has a total capacity of 12.79 cu. meters and an Authorized Siphoning Service draw from it when it reaches its maximum capacity. The periodic siphoning of the septic tanks of Saint Mary's University ensures cleanliness and keeps wastewater to put up with solid particles. No wastewater treatment facility/ies existed at Saint Mary's University.



Organic Waste Treatment



Vermicomposting and decomposing of organic wastes in SMU

Description:

Saint Mary's University's (SMU) primary goal is to reduce waste volume, minimize environmental impact, and recover valuable resources. Organic waste is collected separately from general waste to prevent contamination. This can be done through curbside collection programs or designated drop-off sites; SMU has the mini-forest park and the vermiculture box as drop-off sites. A natural aerobic process where microorganisms decompose organic materials into nutrient-rich compost. This method typically involves layering materials and maintaining optimal conditions (aeration, moisture, temperature) for decomposition. In vermicomposting, SMU utilizes earthworms to decompose organic waste. Worms break down the material, producing high-quality compost and nutrient-rich soil. Decomposed and vermicomposted wastes are used as fertilizers for ornamental plants and trees. By implementing these effective organic waste treatment strategies, the Marian community enhances sustainability, reduces waste management costs, and supports ecological health through nutrient recycling.

This, in terms of organic waste treatment through vermicomposting, the overall treatment is extensive.

https://drive.google.com/file/d/13l0zeSMZEfzCtNRE-X_SmJhFdKdvd7Hj/view?usp=drive_link

https://drive.google.com/file/d/1vpG4hF4-96Hx3i3NDGicgzW6hqVCGL-b/view?usp=drive_link

https://drive.google.com/file/d/1qDbiG6Ameq1VVPK7OadklKsJmLN2nQEd/view?usp=drive_link



Vermicomposting Area

https://drive.google.com/file/d/1sWCL0xKSUJDPvKD3Vb9UvRJueo7u7IH6/view?usp=drive_link



Inorganic Waste Treatment



WEEE (Waste Electrical and Electronic Equipment) at Saint Mary's University

Description:

The inorganic waste treatment process at **Saint Mary's University** for **Waste Electrical and Electronic Equipment Waste (WEEE)** involves different departments. It follows the standard procedure, ensuring the waste is appropriately handled and environmentally responsible.

Process Includes:

1. **Collection of WEEE from Different Departments**
Each Saint Mary's University department is responsible for collecting and segregating WEEE such as computers, printers, etc. The departments store the WEEE in the designated areas and then prepare for transfer to the Inventory Management Office (IMO).
2. **Recording and Logging from Inventory Management Office**
Once the WEEE is collected, it is transferred to the Inventory Management Office for recording and logging. Each piece of WEEE is logged into a condemnation form, which includes details like the department of origin, type of equipment, and condition.
3. **Assessment and evaluation by the Computer and Electronics Technical Services Office (CETSO)**
CETSO experts assess the condition of the collected WEEE to determine if it can be repaired, reused, or recycled. WEEE is classified into different categories, such as functional devices that can be refurbished or non-functional items that need to be recycled, and the CETSO Team evaluates the potential environmental hazards of improperly disposed WEEE and recommends the best treatment methods if possible. Transportation of WEEE by LDR Manpower.

Once the assessment by CETSO is completed, the LDR Manpower is responsible for transporting the WEEE to the Material Recovery Facility.



The LDR Manpower collects the WEEE from the Inventory Management Office for disposal and ensures safe handling during transport to avoid damage or potential environmental hazards.

4. Material Recovery Facility (MRF)

The Material Recovery Facility is the final destination for most of the WEEE and other wastes produced by the University. WEEE is sorted based on material types resold to the accredited DENR-EMB entities or disposed of by following the environmental regulations.

This process ensures that Saint Mary's University treats its WEEE in compliance with environmental standards, focusing on sustainability and minimizing its negative environmental impact.