# SAINT MARY'S UNIVERSITY

## OFFICE OF THE VICE PRESIDENT FOR MISSION AND IDENTITY

## Lingkod Maria Community Development and Advocacy Center

*Bayombong, 3700 Nueva Vizcaya*

# MANUAL OF PROCEDURES AND GUIDELINES (2022)

## Preface

The mandate for community extension services is derived from the identity and role of the School as an institution of higher learning with its trifocal function of research, instruction, and Extension. However, apart from aligning programs supporting international, national, regional, and local development plans (cf. RA 7722 of Higher Education Act of 1994, Sec. 2, Par. 2), Saint Mary's University adopts a more liberal thrust for its extension programs. As a CICM educational institution, it pursues its programs within the broader frame of the CICM missionary focus on the transformation of the world and the coming of the reign of God (CICM Constitutions Commentary, 1999).

Moreover, as a Catholic educational institution, it is also mindful of the principles set forth by the Philippine Catholic Schools Standards (PCSS), which defines an excellent Catholic School as (a) committed to the integral human formation which fosters education for justice and peace, care for creation, engaged citizenship, gender sensitivity and responsible use of all forms of media, among others; (b) engaged in the services of the Church and society with a preferential option for the poor; and (c) promoting a dialogue of faith and life and culture by programs that engage people of different faiths and cultures in a dialogue where the School is mindful of these unique worldviews yet can interpret and give order to human culture in the light of their faith (PCSS Document#6).

Guided by the vision of holistic development of peoples and communities, the University commits itself to the educational, religious, cultural, socioeconomic, political, health, and environmental development needs of its immediate communities and the nation. However, as other institutions are working on each of these areas, the University endeavors to focus on needs that are least attended to, especially those in line with CICM mission priorities and Catholic School Standards insofar as its capacities can reasonably allow.

Consequently, the university extension thrusts and agenda consider the Pillars of Transformative Education as espoused by the Congregation of the Immaculate Heart of Mary (CICM) and PCSS by integrating the following in their extension and outreach activities; (1) **justice and peace** which works for the promotion of social justice that brings forth and

sustains peace; (2) **ecological integrity** which seeks to form teachers, students and beneficiaries who are respectful of the environment as a Common Home; (3) **engaged citizenship** which organizes active engagements in efforts that respond to the concrete problems and challenges facing the country, community and the world; (4) **poverty alleviation** which fosters the creation of wealth and its equitable distribution, thereby promoting the good and dignity of all; (5) **equality and equity** which works against gender discrimination and gender-based violence toward gender equality, respect for and integration of LGBT into society as demanded by gender justice; (6) **youth empowerment** which enables the youth to act and lead for the Common Good with compassion, freedom and responsibility; and (7) **indigenous peoples advocacy** which gives preference to working in the context of brotherhood and the CICM spirit of mission, the Center acts as an advocate of multiculturalism, social justice and peace. The *Lingkod Maria* Community Development and Advocacy Center works with stakeholders, particularly the poor, the marginalized, and the remotest areas.

The LMCDAC MOPG 2021 edition added other equally significant features like the response of the Center to the challenges of 2020 due to the covid-19 pandemic. The *Saranay* Program was hence conceptualized and implemented. The CES Sustainability Framework and the ABCDEF Extension Model were included in this 2021 edition. These were the results of the 2020 study that concluded in 2021.

During the Academic Year 2021-2022, this MOPG is again revised to include the new extension flagship programs, which the Research and Community Development Council approved, in the basic education and tertiary departments. Also included in this edition are the corresponding Sustainable Development Goals that these flagship programs address.

In 2022-2023, this MOPG was further enhanced. The different documents, like the standard operating procedures and work instructions, were included, and other forms were revised to comply with the ISO 9001:2015 Quality Management System Requirements.

**LMCDAC Staff 2022-2023**

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# CHAPTER I:
# SAINT MARY'S UNIVERSITY (SMU) GENERAL INFORMATION

# I. THE HISTORY OF SAINT MARY'S UNIVERSITY

Saint Mary's University traces its roots back to the dream and initiative of Msgr. Constant Jurgens, CICM, one of the earliest CICM missionaries to arrive in the Philippines. In pursuit of his dream to establish a school for the Christian education of the parishioners' children, he purchased a lot and some materials. Upon his recall to Europe, his successor, Rev. Fr. Achilles de Gryse, CICM, saw his dream come true.

Their efforts resulted in the inauguration of Saint Mary's Elementary School in June 1928. The High School Department was opened in 1934 under Rev. Fr. Godfrey Lambrecht, CICM.

In 1947, the College Department started offering Associate in Arts, Bachelor of Science in Education, Bachelor of Arts, and Junior Normal courses (Elementary Teacher's Certificate). Gradually, the course offerings expanded with a Bachelor of Science in Commerce, including a major in Accounting in 1951, a Bachelor of Science in Civil Engineering in 1955, and Graduate courses in 1962. Through the years, Institutes, Colleges/Schools were established with more program offerings. Many more academic units opened, including the Schools of Accountancy, Business, Computing Sciences and Information Technology, Engineering and Architecture, Health Sciences, Public Administration and Governance, Graduate School, and the College of Law. In 2016, a restructuring was done, resulting in the merging of selected schools. Currently, the tertiary level comprises five schools and a college: School of Accountancy and Business; School of Engineering, Architecture, and Information Technology; School of Health and Natural Sciences; School of Teacher Education and Humanities; School of Graduate Studies; and College of Law. Rapid campus expansion started in 1968 with the purchase of the 6.5-hectare campus along the Magat River and the construction of the academic building named in honor of Rev. Godfrey Lambrecht, CICM. The college department moved from the old campus to its present site in 1969, two years after the ownership and management were turned over to the CICM. Construction of other buildings continued over the years, thus providing more learning space for the students. In 1994, the University Building, now Constant Jurgens building, was constructed to commemorate the elevation of Saint Mary's College to university status, with Rev. Fr. John Van Bauwel, CICM, as the first University President. With the installation of Rev. Fr. Jesse M. Hechanova, CICM, as the second University President in 1998, more edifices for different purposes like the Institute of Science and Mathematics Building, St. Joseph's Inn, Sacred Heart Center, High School Building (Phase I), *Balai na Alumni*, Jubilee Library Building, and SMU FEA Multi-Purpose Cooperative Building were put up. 2005 saw the installation of Rev. Fr. Manuel D. Valencia, CICM, as the third University President. With him at the helm, two four-story buildings were constructed – one commemorating the CICM centenary in the Philippines (Florentina) and the other named after the CICM founder Rev. Fr. Theophile Verbist.

As the University's course offerings increased and its population expanded, new buildings were constructed to cater to the needs of the students and the ever-changing thrusts of education and technology. The construction of the Engineering Laboratory Building, now Renato Seargent Building, in August 2011 not only is a testament to the commitment to the CICM educational apostolate of Rev. Fr. Renillo H. Sta. Ana, CICM, as the fourth University President (installed in 2010), but also as a grateful testament to the dedication of Rev. Fr. Renato Sergeant, CICM, who generously served the SMU community for 24 years. In mid-2014, the Joseph Van den Daelen Building was inaugurated to house the Senior High School. The following year, the Maurits Vanoverberg Building was rebuilt, and the St. Aloysius Gonzaga Building was built at the Grade School Campus. Construction of more edifices continued in 2016, like the Clement Daelman Multi-purpose Building at the Junior High School Campus, the Georges Debusschere Building, and the renovation of the Gerard Decaestecker Building, both in the College Campus. In 2017, the inauguration of the Antonio Tanchoco and the New Engineering Buildings took place.

In its quest for academic excellence, the University has achieved various levels of accreditation for its programs through the Philippine Accrediting Association of Schools, Colleges, and Universities (PAASCU). It has gained a reputation as one of the best training institutions for future teachers, having been named as one of the five most outstanding Teacher Education Institutions in the Philippines in the academic year 1983-1984 and designated as a Center of Excellence for Teacher Education by the Commission on Higher Education in 1996, 2008, and 2016. It was designated as the Center of Development in Civil Engineering in 1999, 2010, and 2016 and the Center of Development in Information Technology Education in 2007 and 2016. SMU was also one of the institutions nationwide granted Full Autonomy by CHED in 2001 and 2016. It was recognized as International Quality Summit (IQS) Awardee-Gold Category by the Business Initiatives Directions based in Madrid in 2013. Graduates of SMU have excelled in licensure examinations, consistently producing a high percentage of board passers in most of its board courses.

True to the challenge of maintaining quality education, the Institution has submitted itself for accreditation of its programs by the Philippine Accrediting Association of Schools, Colleges, and Universities (PAASCU). Level I accreditation was granted to the Liberal Arts, Commerce, and Education Programs in 1983, Level II in 1985, Level III in 1988, with Level III re-accreditation for the Liberal Arts, Education, Commerce, and Accountancy Programs in 1999 and Level II in 2004 (except Accountancy), and Level III re-accredited status in 2012 and 2015. For the Civil Engineering Program, Level I was granted in 1995 and Level II in 2001, re-accreditation for five years in 2006, Level III re-accreditation in 2012, and re-accreditation for another five years in 2018. The High School Program was granted Level I accreditation in 1988, Level II in 1996, Level II re-accreditation in 1999, and Level II re-accreditation for five years in 2016. The Grade School Program was granted Level I accreditation in 1985, Level II in 1989 with Level II re-accreditation in 1999, Level II re-accreditation for five years in 2005, and Level III re-accreditation for five years in 2016. For the Accountancy/Management Accounting Program, Information Technology Program, and

Nursing Program, Level I accreditation was granted in 2015, and another 5-year re-accreditation in 2018. And in 2019, the Architecture Program was granted a Candidate Status.

For the graduate programs in Arts and Sciences, Education and Business, Level I accreditation was granted in 2000 and Level II in 2003, Level II re-accredited status in 2012, and Level III accredited and 5-year re-accredited status for the following programs was granted in 2014 and 2018, respectively: Educational Management (Ph.D. EDM/EdD) Program, Master of Arts in Teaching (MAT/MST) Program.

On August 2018, Fr. Fernold G. Denna, CICM, formally sat as the Officer-in-Charge of the Office of the University President and Vice President for Mission and Identity.

Recently, Dr. John Octavious S. Palina was officially installed as the fifth university president of SMU.

The University remains steadfast in its vision of being a premier CICM Catholic educational institution drawn into communion by the Wisdom of God. It is dedicated to forming persons exemplifying excellence, innovation, and passion for Christ's mission. Now in its 90th year, Saint Mary's University has steadily grown and has metamorphosed into one of the most important academic institutions in the Philippines, particularly in the Cagayan Valley region.

## II. VISION

Saint Mary's University is a premier CICM Catholic educational institution drawn into communion by the Wisdom of God, dedicated to the integral formation of persons exemplifying excellence, innovation, and passion for Christ's mission.

## III. MISSION

We commit ourselves to:

1. Joyfully witnessing to Christ's mission;
2. Responsibly taking the lead and participating in community-building;
3. Relentlessly manifesting academic, personal, and professional excellence;
4. Conscientiously strengthening communion; and
5. Steadfastly nurturing creativity and physical prowess

# IV. MOTTO

Our motto, "Sapientia a Deo (Latin)," translated as "wisdom of God," quoted from I Corinthians 1:30, explicitly expresses the Christo-centric character of the University that puts Christ Jesus, the Divine Wisdom, at the Center of the Marian community and the core of every goal of the University.

# V. CORE VALUES

**Excellence**

1. To develop in the individual a solid foundation of knowledge, attitudes, habits, and skills necessary for professional, civil, social, and moral life; and
2. To develop the individual's potentials as a human being to the maximum so that he will turn out to be a responsible and dynamic leader and a productive and versatile citizen capable of meeting both local and global demands.

**Innovation**

1. To act as a center of research for the discovery and advancement of new knowledge and promotion of scientific attitude among intellectual leaders;
2. To provide avenues for collaborative planning for short-term and long-term institutional plans, and identifying, developing and delivering innovative programs in order to cope with the challenges of the times; and
3. To provide opportunities for the enhancement of creativity in the literary, visual and performing arts.

**Communion**

1. To develop in the individual an attitude of dedicated service to others, to the community, and to the nation;
2. To lead and assist other educative agencies in fostering an awareness of the socioeconomic and environmental situation and to commit to their development and improvement;
3. To develop in the individual, personal discipline and social responsibility;
4. To instill in the individual, faith and pride in the national culture and respect for other cultures;
5. To provide the students equitable opportunities to avail themselves of the different school services and resources; and
6. To provide occasions for alumni to grow professionally and to voluntarily share their expertise and resources.

**Passion for Christ's Mission**

1. To acquire and develop Christian values in order to live out and effectively share the Christian message especially to the marginalized and bring about more just and humane society;
2. To deepen and strengthen the spiritual and missionary life of the community;
3. To provide a wholesome character formation to build inspiring models in the community; and
4. To promote ecumenism and interfaith dialogue.

## VI. QUALITY POLICY

"We, at Saint Mary's University, commit to the integral formation of persons inspired by Christ's mission and driven by excellence, innovation, and communion through locally and globally competitive education.

We further commit ourselves to the continual improvement of the University ad compliance with all stakeholders' requirements."

## VII. INSTITUTIONAL LOGO

Saint Mary's University logo bears the following key elements with their significant meanings:

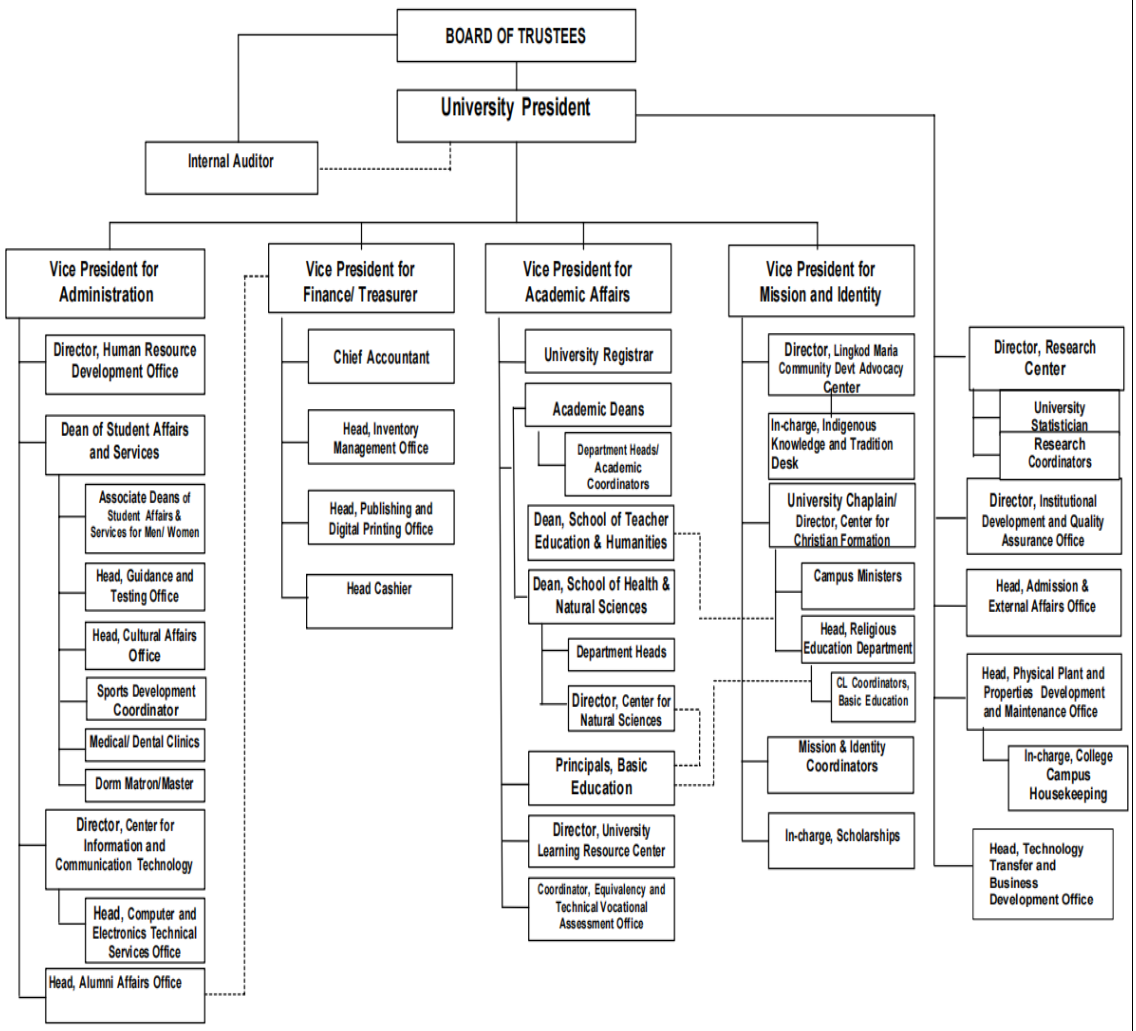
**Motto**

Our motto, "**sapienta a Deo (Latin)**," translated as "**wisdom from God**", quoted from 1 Corinthians 1:30, explicitly expresses the Christo-centric character of the University that puts Christ Jesus, the Divine wisdom, at the Center of the Marian community, and the core of every goal of the University.

| | |
|---|---|
| **Image of the Blessed Virgin Mary** | The image of the Blessed Virgin Mary seated on a throne with the child Jesus on her lap represents "**Sedes Sapientiae-Seat of Wisdom,"** which is one of the many devotional titles for Mary. Mary, revered as the Theotokos, Mother of God, whose total submission to the will of God granted her nurturance of the incarnate wisdom of God - Jesus Christ, and accorded her the "model of discipleship", our patroness and our exemplar. |
| **Rose** | The rose is a symbol of devotion to the Blessed Mother (Rosary) as Queen of heaven and earth, reminding the Marian community of Mary's participation in Christ's passion. The rose is also the symbol of Mary's charity attributed to Saint Bernard of Clairvaux heralding the University's mission to transform the poor and the marginalized into empowered communities. |
| **Lily** | The fleur-de-lis, a stylized lily, symbolizes the immaculate nature and royalty of the Blessed Mother as a model of purity and unity, reminding the University, in unison with the CICM schools, to continue to uphold purity and excellence at all times. |
| **Coat of arms** | The coat of arms represents the Marian resilience and strength of character empowered by the Holy Spirit in confronting life challenges. |
| **10 stripes** | The 10 stripes represent the principal virtues of the Blessed Mother that every Marian should emulate. These virtues are the following: most pure, most prudent, most humble, most faithful, most devout, most obedient, most poor, most patient, most merciful, and most sorrowful. |
| **1928** | The year 1928 marks the foundation of Saint Mary's University, reflecting its long and vibrant missionary journey in evangelization through Christian education. |
| **Scallop of eight waves** | The scallop of eight waves, symbolizing God's infinite abiding presence and love, represents the unwavering dynamism of the University to respond to the challenges of the times. |
| **Blue and white** | The colors of blue and white represent the school colors attributed to the Blessed Mother. Blue signifies prudence and |

temperance, while white represents fortitude and justice-the four cardinal virtues.

## VIII. ADMINISTRATION & MANAGEMENT



# CHAPTER II:
# THE *LINGKOD MARIA* COMMUNITY DEVELOPMENT AND ADVOCACY CENTER (LMCDAC)

# I. Historical Background

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 University's vision is to form persons exemplifying passion for Christ's mission. In the context of education, it seeks to unify all educational programs, plans, projects, and activities bringing to the fore the CICM flavor in every CICM Higher Educational Institution. Through the LMCDAC, SMU situates Marian teachers and students as one body to extend assistance to needy sectors of society. LMCDAC provides enabling experiences for its Faculty, staff, students, and other stakeholders to develop their missionary spirit and demonstrate the passion for transforming the lives of people dominated by poverty, illiteracy, diseases, unemployment, and other forms of disadvantages. When this enabling environment is maximized, the University believes it could form Marians who will become catalysts and facilitators of community development. Hence, the LMCDAC is tasked to develop, facilitate, implement, and manage the University's community development and advocacy programs. To fulfill its commitment to transform people's lives, especially the last, the least, and the lost, LMCDAC conducts and implements activities that empower communities imbued with Christian values.

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* 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 Pagadalan* was turned over to the Grade School Department. 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. While the extension flagship project of the Junior High School Department is still the Marian Service-Learning System, 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 the 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 (*Nanumo nga Pagadalan*, 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. 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.

# II. The Rationale for Community Development and Advocacy Services: Situating the Center

Doing community outreach and extension services has several significant benefits. Engaging in community service provides faculty members, staff, and students the opportunity to become active members of their community and has a lasting, positive impact on society. Community service or volunteerism enables students to acquire life skills and knowledge and provide relevant services to those who need them most. Participating in community service programs includes (a) ***Psychological benefits***. Volunteering increases overall life satisfaction and helps one feel good about themselves because they know they are helping others. It can also help decrease stress and ease depression because of the joy one feels knowing that one can help other needy individuals; (2) ***Social benefits***. Volunteering engages faculty members, staff, and students with the community, creates special bonds with the underserved population, and increases social awareness and responsibility; (3) ***Cognitive benefits***. Volunteering helps faculty members, staff, and students enhance their knowledge, grow from new experiences, and develop better interpersonal communication skills; (4) ***Spiritual gifts.*** The desire to help people in need and the poor creates a special mission or task to extend oneself beyond the confines of one's comfort zones. This is the very spirit of the Congregation of the Immaculate Heart of Mary, and (5) ***Values formation benefits***. An individual immersed in the service of humanity, the world, and the environment makes them receptive, responsible, respectful, caring, and sensitive to the needs of others and the environment that he lives in.

Following the same mission *ad gentes* exemplified by Theophile Verbist and his companions, the idea of *universal brotherhood* as part of missionary life witnessing is integrated among the people. It follows the concept of internationalism (CICM, 1974 Chapter), as earlier emphasized in the Chapter of 1967. The missionary dimension of internalization is the participation in the universal mission of the Church, and the Local Churches are also missionaries in the whole meaning of the word, *ad gentes* (CICM 1967 Chapter). Thus, the CICM Constitutions incorporate the results of a long journey when they affirm that the mission creates brotherhood among people regardless of cultural backgrounds and diversities. Accordingly, well-integrated international communities are the best expression of brotherhood (CICM CC, 2007). To live happily in multicultural communities at the service of the mission, CICM members must have a solid spirituality and sufficient self-knowledge. Multicultural character is a gift from God that enables us to do our mission today better and has become an integral part of the CICM identity (*Revitalizing Our Identity*, P. 17). Thus, Article 1 of the CICM Constitution presents the CICM *identity card* that allows us to situate the Congregation in which we belong, in the wider Church and the communities we serve.

Participating in community service makes a difference to the organization and people being served and makes a difference to every student's prospects. Participating in

community service activities enhances teachers' and staff's work-related skills, builds good references for employers or people regarding community involvement, and provides a forum to network with potential employers.

It also helps students develop civic and social responsibility skills and become more aware of their community's needs. Service-learning teaching methods connect meaningful community service to academic curricula in terms of academic curricula. Service-learning blends community service goals and formal and informal (standard/academic and experiential/non-standard) educational goals to benefit participants and recipients. Service learning is a set of techniques and tools to strengthen community relationships and connections.

As a method of educational and informational delivery, the service-learning model emphasizes that clients and students learn and develop through active participation in thoughtfully organized experiences that meet actual community needs and are coordinated in an ongoing collaboration with the school or institution and the community. Schools using the service-learning model (as contrasted to volunteerism or community service) integrate the service experiences into the student's academic curriculum. It also provides structured time for students to reflect and analyze the experiences and the connection of the expertise to themes or theory, or data, in short, to think, talk, or write about what the student did and saw during the actual service activity and how the experience connects to more significant issues or projects.

It has been proven that service-learning programs at colleges and universities strengthen relationships between higher education institutions and the communities served. When students and community members are involved as recipients and/or participants in traditional research-based courses, formal or informal, relevant information can be gleaned and learned in the process. When projects and course information result from in-service experiences, the recipients are forced to use the information to make changes, "make a difference," and do something with what they have learned. Thus, the community becomes students' laboratory in articulating what they know within the four corners of the classroom and the specializations they acquire.

Moreover, the **Philippine Catholic Schools Standards** (PCSS) defines an excellent Catholic School as (a) committed to the integral human formation which fosters education for justice and peace, care for creation, engaged citizenship, gender sensitivity, and responsible use of all forms of media, among others (PCSS Document#6); (b) engaged in the services of the Church and society with a preferential option for the poor, and (c) promoting a dialogue of faith and life and culture by programs that engage people of different faiths and cultures in a dialogue where the School is mindful of these unique worldviews yet can interpret and give order to human culture in the light of their faith (PCSS Document#6).

Consequently, the *Lingkod Maria* Community Development and Advocacy Center in its extension activities is mindful of the Pillars of Transformative Education as espoused by the PCSS by integrating the following in their extension and outreach activities; (1) **Justice and Peace –** works for the promotion of social justice that brings forth and sustains peace; (2) **Ecological Integrity** – seeks to form teachers, students and beneficiaries who are respectful of the environment as a Common Home; (3) **Engaged citizenship** – organizes active engagements in efforts that respond to the concrete problems and challenges facing the country, community and the world; (4) **Poverty Alleviation** – fosters the creation of wealth and its equitable distribution, thereby promoting the good and dignity of all; (5) **Gender Equality** – works against gender discrimination and gender-based violence toward gender equality, respect for and integration of LGBT into society as demanded by gender justice; and (6) **Youth Empowerment** – enables the youth to act and lead for the Common Good with compassion, freedom and responsibility.

# III. LMCDAC Vision and Mission

## A. Vision and 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.

## B. Goals and 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.

# IV. University Community Development and Advocacy Thrusts and/or Agenda

## A. Basis and Orientation

The SMU's Extension mandate derives from the University's identity and role as an institution of higher learning with its trifocal functions of research, instruction, and Extension. Its advocacy programs with national, regional, and local development goals, but as a CICM educational institution, it also pursues its programs within the broader frame of the CICM missionary focus on the transformation of the world and the coming of the reign of God (CICM Constitutions Commentary, 1999).

The vision of holistic development of people and communities guides the University. The University, however, focuses on the community's particular needs aligned with the CICM mission priorities and insofar as its capacities can reasonably allow.

As a higher education institution with expertise in teaching and research, it is precisely these specializations that the University brings to bear in its extension programs. Extension, however, is not one-way traffic. As the University shares its expertise with the outside world, positive feedback is generated from the partner stakeholders and the process of Extension itself, leading to more insights and questions on the state of knowledge. As the theory meets practice and formal learning meets actual needs, a new impetus for knowledge generation and refinement will ensue. These dynamics shall then enrich instruction and research within the University.

## B. Positioning the *Lingkod Maria* Community Development and Advocacy Center in the University's Vision-Mission and Goals

Under the missionary identity and character, Saint Mary's University strives to become a premier CICM Catholic Educational Institution drawn into communion by the Wisdom of God, dedicated to forming persons exemplifying excellence, innovation, and Christ's mission.

In the attainment of the vision, Saint Mary's University aims to: (a) relentlessly pursue excellence in education for local and global relevance and responsiveness; (b) persistently challenge one another to explore and pursue relevant, innovative, and breakthrough ideas

through research and development; (c) steadfastly participate in the CICM advocacies of promoting multi-ethnicity, social justice, peace, and Integrity of God's creation; (d) conscientiously strengthen good governance and concordance among stakeholders for the sustenance of best practices; and (e) joyfully animate and care for one another as a community inspired by Mother Mary to become faithful witnesses of Christ's mission.

**C. Key Features of the LMCDAC Programs**

An extension program/project consists of an integrated set of intended outcomes, objectives, projects, and activities to address an identified need or problem in a particular community or sector. It starts from an extension program proposal designed for a target group, which maps out the background and rationale, objectives, activity plan, scholarly connection, line-item budget, budget sourcing, and personnel support. Moreover, it has a specific timetable with a clear mechanism and parameters for monitoring and evaluation.

The following key characteristics shall define and serve as extension program/project reference points.

1. ***Globally, Nationally and Locally Significant.*** The eight advocacy programs are anchored on the sustainable development goals set forth by the United Nations Organization, Ambisyon Natin 2040 of the Philippine Government and NEDA;

2. ***Mission-Focused.*** Having been founded and inspired by the CICM missionaries, the University seeks to comply with the state's academic standards and its responsibility and identity as a Catholic missionary institution. As such, its extension programs are aligned with the CICM pastoral priorities directed toward people experiencing poverty and the marginalized sectors of society. One core goal is being environmentally conscious (Integrity of God's Creation). The University is also responsive to the call of the Catholic Educational Association of the Philippines (CEAP) for CICM schools to articulate in their education and community extension efforts the promotion of social justice, ecological Integrity, engaged citizenship, poverty alleviation, and gender equality;

3. ***Research-Backed and –Guided.*** The University envisions the interweaving and mutual complementation between Extension and research. Community-based researches are done to determine the real needs and concerns of the community and become the bases for crafting project proposals. Thus, research supports and provides the scholarly dimension of Extension, considering its actual and potential contribution to generating knowledge that would positively impact the community beneficiaries.

4. ***Discipline-Based.*** This means that an extension project stems from, relates to, or at least complements an existing academic or research program or a combination of

these. The University thus promotes Extension in all disciplinary areas. It is open to a variety of ways in terms of communicating and transferring knowledge and technology that cater to the needs of the larger society.

5. ***Service-Learning Paradigm-Based.*** Extension projects have usually evolved from research outputs. Inputs to instruction and research from the extension programs are lifted from studies relative to the implemented extension projects. Also, students are provided experiential learning by applying theories and concepts learned in classrooms to real-life situations. Service learning provides opportunities for students and clients to use newly acquired skills and knowledge in real-life situations and foster care in different communities. Hence, service-learning blends service and learning goals. It is a synergistic approach that combines formal (academic) and informal (experiential or non-academic) educational subject matter to make it service-oriented. Services provided to clientele consider methods for reflection, analysis, generalization, and making a strong, structured, clear link between applications and experience. This establishes and defines link that often sustains knowledge and services and further understanding of the possible effects, consequences, and outcomes;

6. ***Research-backed and guided***. The University envisions the interweaving and mutual complementation between its Extension and research. Extension stimulates research activities relative to assessing, analyzing, and resolving the target group's needs and concerns. Thus, it is research that supports and provides the scholarly dimension of Extension, taking into cognizance its actual and potential contribution to the generation of knowledge that would have a positive impact and concerns;

7. ***Collaborative and Participatory***. The LMCDAC and other units include partner agencies, adopted communities and/or target groups and other individuals in conducting extension services. Inputs and suggestions are solicited from target groups and/or adopted communities during the preparation, implementation, monitoring, and evaluation of programs/projects/activities. These are done through consultation and consensus-building meetings.

8. ***Engaged and Sustainable***. The LMCDAC enters into a Memorandum of Agreement (MOA) with the adopted communities. The MOA specifies the duties and responsibilities of all parties involved. It also specifies the need for the adopted communities/target groups to be involved in assessment activities, and they validate assessment results. The crafting of needs-based project proposals also includes the adopted communities/target groups for them to be engaged in implementing the Extension. The project team leader prepares the project proposals, including determining the available human, physical, and financial resources of the sponsoring School and the partner community.




*Figure 1*. SMU-CES Sustainability Framework

The seven key attributes of sustainable extension programs, as shown in Figure 1, are Global, National, and Local Significance, Mission-Focused, Discipline-Based, Service-Learning Paradigm-Based, Research-Backed and Guided, Collaborative and Participative, and Engaged and Sustainable. These key attributes will be bases and components in crafting relevant and responsive extension services programs. While the framework includes the key attributes as guiding principles, it is patterned after one of the symbols in the University Emblem.

The rose is the traditional emblem of Christian charity, which prompts the Church to spread learning in education. The framework is thus patterned from the rose. This signifies that the University, through the *Lingkod Maria* Community Development and Advocacy Center, situates the Marian employees and students as one body to participate in the mission to extend assistance to the needy sectors of society.

Figure 2 shows the petals of a rose, each signifying the key attributes of sustainable community extension services. These petals emanate from the Center, surrounding the communities indicating that all key attributes are equally necessary for creating empowered communities. This framework, therefore, manifests that the fundamentality of extension services of the University places the communities at the very core. Hence, these key attributes serve as guiding principles in animating the Christian charity of creating empowering activities toward sustainable communities imbued with Christian values.

**D. Community Extension Services Model: The ABCDEF Model**

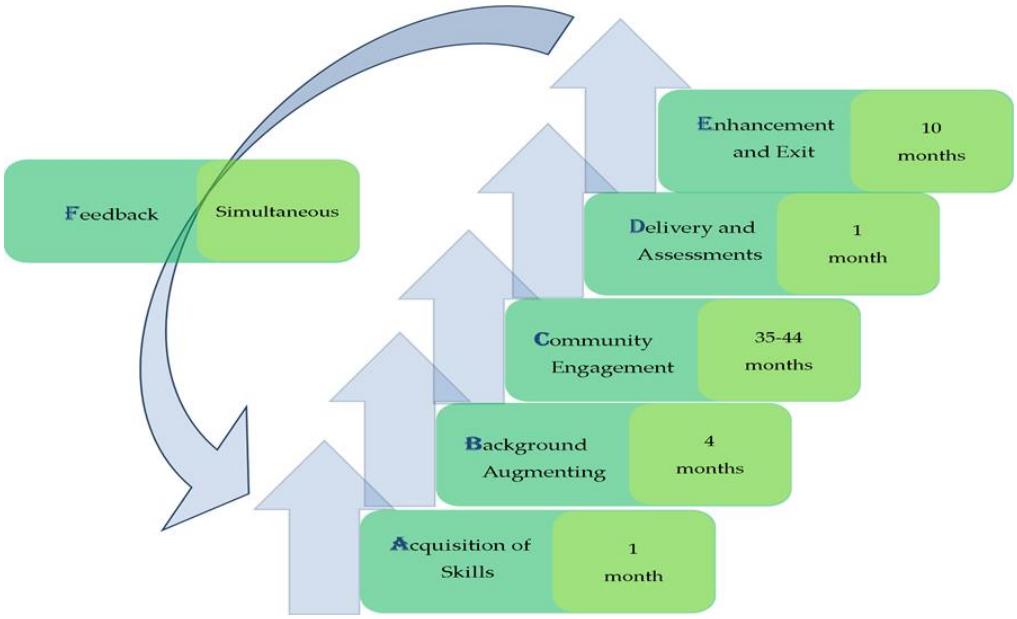



*Figure 2.* The ABCDEF Community Extension Model

The first stage in the model is the Acquisition of Skills and Orientation/Re-Orientation. This includes training and workshops to capacitate the extensionists in doing research. How to conduct research specifically on needs and impact assessments and data gathering techniques were the identified challenges of the faculty extensionists. Therefore, this stage must capacitate community extensionists before engaging with the community. It can be implemented in one month.

The second stage is Background Augmenting. During this stage, linkage and networking will be established with local government units (LGUs) and other partner agencies. The linkage will allow the University and LGUs to identify a community beneficiary whom the University will work with to identify community gaps, problems, and needs through a needs assessment. This data or background information will be used in crafting and enhancing the project or program proposal, which is then prepared in relation to the global and national research agenda and the vision-mission of the University and schools or departments. Hence, in this stage, the Memorandum of Agreement and/or Memorandum of Understanding will be collaboratively crafted and signed by LGU, partner agency/ies, the partner community, and Saint Mary's University. This stage addresses the challenge of establishing linkage and making the partner communities more participative and engaged in implementing the extension project or program. The duration is four months.

The third stage is Community Engagement. This refers to implementing activities anchored on the identified gaps, needs, and community problems. Faculty extensionists also monitor how the activities are done, and resources are utilized. This stage addresses the problem of monitoring the implementation of extension activities. This stage can be implemented in a minimum of 35 months and can be implemented toward the 5-year target of community extension.

The fourth stage is the Delivery and Outcomes Evaluation. In this stage, faculty extensionists conduct post-evaluation by identifying encountered challenges and solutions to the challenges. These are necessary to enhance and improve the extension project or program delivery. This stage also includes outcome and impact assessments. This stage addresses the challenge of how to conduct impact assessments or studies. The delivery and assessments can be implemented in one month.

The fifth stage is Enhancement and Exit. This stage includes revision of the syllabus for a possible integration of the research and extension results and the possible revision of the flagship program. The exit component of this stage refers to the process or strategies by which the university and partner community extensionists can systematically and responsibly move out after a sustainable implementation of the project. This stage addresses the challenge of integrating the extension program to select students' courses. This can be accomplished in 10 months.

The Feedback stage is the last but not the end of the model. The feedback stage serves as a loop from the enhancement and exit stage to the acquisition of skills stage to capacitate faculty extensionists for future extension services further. Noteworthy to mention is that the feedback stage is connected to all stages. Hence, feedback will always be conducted at every stage.

## E. Components of the LMCDAC Community Extension Services

There are eight advocacy programs of the University. These advocacy programs were based on the existing documents and were officially adopted in AY 2021-2022. Under each advocacy program are extension flagship programs of each School/Department/Unit.

1. ***Indigenous Peoples Advocacy and Development Program***. An essential section of the LMCDAC is the Indigenous Knowledge and Tradition section. Working in the context of brotherhood and the CICM spirit of mission, the Center advocates multiculturalism, social justice, peace, and Integrity of God's creation under the Saint Mary's University Office of the President for Mission and Identity. The CICM, through SMU, works with stakeholders, particularly the poor, the marginalized, and those in the remotest areas, including but not limited to the Peoples of Indigenous Cultural Communities (ICCs). Thus, the IKAT section envisions itself as a premier advocate of indigenous peoples' concerns in Northern Luzon or the *Amianan* dedicated to empowering the peoples of Indigenous Cultural Communities (ICCs) for self-determination, growth, and development. Its mission

is to preserve, promote, and protect indigenous knowledge, systems, and practices, including arts, traditions, ceremonies, and languages, for the growth and development of the Peoples of Indigenous Cultural Communities. The extension flagship project under this is the *Dinnāda* Project, supervised by the program is the Indigenous Knowledge and Traditions (IKAT) Desk of LMCDAC.

2. ***Hunger Alleviation Program***. This program provides food to poor but deserving Saint Mary's University students. Other than giving them the nutrition they need while enrolled, the recipients are trained in budgeting, marketing, and cooking. It is also part of the tasks and responsibilities of the recipients to prepare food for other learners from the adopted communities. Through the Feed My Lambs Project, the unit assigned to implement this is the Non-Academic Personnel.

3. ***Sustainable Environment Program***. This project contributes to responsible consumption and production through reforestation, site-clearing, school-based vegetable production, and other activities that will protect the environment. The Center for Natural Sciences oversees the implementation of the Marian Green STEPS, the extension flagship project under this advocacy.

4. ***Disaster Risk Reduction Program***. Guided by the urgency of our global and local environmental situation, the program teaches awareness and understanding of the interdependence between human beings and nature. It encourages the commitment of the clientele to develop skills in formulating solutions to environmental problems and community plans for environmental protection. It aims to achieve these goals through environmental education, advocacy campaigns, and a provision for action-based projects geared toward environmental protection and management. This program also provides strategic actions to help disaster-prone communities reduce the risk of natural hazards and manage disasters/calamities. This advocacy program helps mitigate the aftermath of natural and man-made disasters. Besides the *Sagip Maria* and *Tulong Maria* outreach activities, this advocacy program also provides fire and earthquake drills training. The Senior High School Department implements this project through the Marian KALASAG extension flagship project.

5. ***Health and Wellbeing Program***. The community health and wellbeing services program of the *Lingkod Maria* Center is an integral component of the total development of the target clientele. Improving the health of its target clientele and promoting the capacity of these groups to deal with health problems contributes to achieving goals and objectives of poverty alleviation and empowerment. The School of Health and Natural Sciences leads in implementing this advocacy program through the flagship Child Jesus Mobile Clinic extension flagship project.

6. ***Poverty Alleviation Program.*** This advocacy program has two subcomponents – livelihood and entrepreneurial skills development and technical and technological skills development. The livelihood and entrepreneurial skills development component makes clients knowledgeable and competent in other livelihood enterprises that could provide additional economic opportunities for target sectors like women, mothers, and fathers. The program trains small-scale or beginning entrepreneurs in meat or food processing and food-cart business. The School of Accountancy and Business unit implements this through the *Entrep sa Barangay* and *PABookAS* extension flagship project. In addition, the technical and technological skills development allows the clients to know about the use of a computer, robotics, electrical and electricity, information technology, and other engineering and architecture consultancies. The School of Engineering, Architecture, and Information Technology leads in implementing the technical and technological skills development component.

7. ***Socio-Pastoral Ministry and Evangelization Program.*** Social transformation and total human development are best achieved through a program to empower target communities or groups by increasing their human, social, and leadership assets. Social transformation is also built through awareness and understanding of various social issues and concerns and the actions initiated to resolve them. This advocacy program ensures that justice, peace, and Integrity of creation are observed and practiced. It also ensures that underserved and marginalized sectors receive continuing education on justice, peace, and human rights. The School of Teacher Education and Humanities implements this advocacy program through the Socio-Pastoral Integral Life and Wellbeing Advocacies and Ministry (SILAWAM) extension flagship project.

8. ***Education for All Program***. This advocacy program contributes to the achievement of education for life. It endeavors to deliver services in education appropriate to the needs of poor children, including the youth and professionals, the indigenous peoples, and other target groups, and increase their access to those services. Christian values formation is integral to literacy promotion, which characterizes the Marian education. This advocacy program also endeavors to provide an enabling environment and a strong social safety net through the development of livelihood strategies and help alleviate hunger, poverty, and other challenges that various communities may encounter. The units in charge are the Grade School Department through the *Nanumo nga Pagadalan*, Junior High School through the Marian Service Learning, and the School of Graduate Studies through the Graduate Initiatives for Trainings, Empowerment, and Development (GIFTED) Project.

Today's changing signs of the world necessitate renewed partnerships, stronger connections, and collaborations between and among countries, communities, agencies or groups, private and non-governmental organizations - particularly in addressing the challenges of humanity or realizing sustainable development goals. Reflecting on the various SDGs relative to being a higher education institution, Saint Mary's University, through the LMCDAC as its extension arm, identifies several SDGs that it can address through receptivity, collaboration, and teamwork. The different extension flagship projects are all based on the advocacy programs of Saint Mary's University. The following are the extension flagship programs and the corresponding SDGs they address.

1. *NANUMO NGA PAGADALAN*

The *Nanumo nga Pagadalan* is the extension flagship program of the Grade School Department. The *Nanumo nga Pagadalan* delivers projects and activities to all learners, boys and girls, contributing to functional literacy and improving learning and nutritional statuses through supplementary feeding activities. Hence, this program addresses SDG #2 and SDG #4. The implementers of this program coordinate with partner agencies like DepEd and other DOST-accredited enterprises to provide food. Thus, it also targets SDG#17.

2. MARIAN SERVICE LEARNING

The Marian Service Learning (MSL) is the extension flagship program of the Junior High School/Science High School Department. This extension program delivers projects and activities to youth and out-of-school youth. Like the *Nanumo nga Pagadalan*, the MSL provides functional literacy; thus, it also addresses SDG#4 and SDG#17.

3. MARIAN KALASAG

Marian KALASAG, an acronym for *Kaagapay Laban sa Sakuna at Gabay sa Paghahanda*, is the extension flagship program of the Senior High School Department. This extension program helps communities become more prepared and resilient to disasters like typhoons, earthquakes, and fires. Hence, it addresses SDG# 11 and SDG # 13. It also addresses SDG#17 since it partners with the Philippine Red Cross, Hospitals, Disaster Risk Reduction and Management Bureaus/Councils, and the Bureau of Fire Protection. It also targets SDG#17.

4. ENTREP-SA-BARANGAY AND PABOOKAS

The Entrep-sa-Barangay and PABOOkas is the extension flagship program of the School of Accountancy and Business. Through this, livelihood and entrepreneurial development are provided to target recipients and adopted communities. Hence, this program addresses SDG#1 and SDG #8. In addition to this, it also addresses SDG #5, for it empowers women to be providers. Lastly, this program addresses SDG # 17 because it establishes linkages with DTI and TESDA.

5. *TULUNGAN SA TEKNOLOHIYA*

The *Tulungan sa Teknolohiya* is the extension flagship program of the School of Engineering, Architecture, and Information Technology. This program provides technical and technological skills development training and workshops. This introduces innovations to a group of individual and/or community recipients. It may also provide solar panels for access to electricity and work with the Center for Natural Sciences (CNS) for clean water. This program, therefore, addresses SDG #6, SDG #7, and SDG #9. It also targets SDG#17.

6. JESUS MOBILE CLINIC

The Jesus Mobile Clinic is the extension flagship program of the School of Health and Natural Sciences (SHANS). This program delivers community-based medical and health-related services to remote and underserved areas. This program, therefore, addresses SDG #3 and SDG # 10. In addition, the Center for Natural Sciences, which is under SHANS, is also involved in conducting water analysis. Hence, this program also addresses SDG# 6 and SDG# 17 for partnerships and linkages.

7. SILAWAM Project

SILAWAM, an acronym for Socio-Pastoral Integral Life and Wellbeing Advocacies and Ministry, is the extension flagship program of the School of Teacher Education and Humanities. This program provides education for adult literacy, interfaith or interreligious dialogue, and peace and justice. Hence, it oversees the Justice, Peace, and Integrity of Creation advocacy. SDG #16 is therefore addressed through this extension program. It also targets SDG#17.

8. Project GIFTED

The Project GIFTED is the extension flagship program of the School of Graduate Studies that stands for Graduate Initiative for Training, Empowerment, and Development. It provides or delivers training for professionals in different fields of specialization. This addresses SDG # 4 and SDG # 17 because it collaborates with other agencies, schools, and universities to conduct training and workshops.

9. Feed My Lambs Project

The Feed My Lambs Project is the extension flagship program of Non-Academic Personnel. This program supports poor but deserving students to have complete meals daily. This project also trains student recipients to prepare food for children in various schools or communities. Student-recipients and employees are also involved in sustainable vegetable production activities like the *Gulayan sa Paaralan*. Hence, this project addresses SDG #2 and SDG # 12. It also targets SDG#17.

10. Marian Green STEPS

The Marian Green STEPS, which stands for Service Towards Environmental Protection and Sustainability, is the extension flagship project of the Center for Natural

Sciences (CNS). The CNS takes charge of site-clearing activities, tree planting, reforestation, and responsible consumption and production. Hence, this project addresses SDG 12 and 15.

11. DINNĀDA PROJECT

The Dinnāda Project is the I.P. Development and Advocacy Program of the University. The I.P. Desk of the LMCDAC takes charge of its implementation. This provides assistance and empowerment to indigenous peoples, training for I.P. education teachers, and other activities geared towards addressing the needs of various indigenous cultural communities. The other extension flagship programs must be geared towards indigenous peoples' development because it is the main advocacy of Saint Mary's University as a CICM. This extension flagship program, therefore, addresses SDG # 10. It also targets SDG#17.

**F. Outreach Activities**

The University is also involved in one-time and immediate assistance to victims of disasters and calamities, or occasional gift-giving such as *Alay Kapwa* like the *Sagip Maria* and *Tulong Maria*, which are disaster-related outreach activities, and the *Pamaskong Handog*. The University also assists the parishes through the Parish Outreach Program for the Sick, Elderly, and Disabled (POPSAD). Nonetheless, the University considers it a call of duty to mobilize the Marian community to respond to emergencies and or exigencies of need.

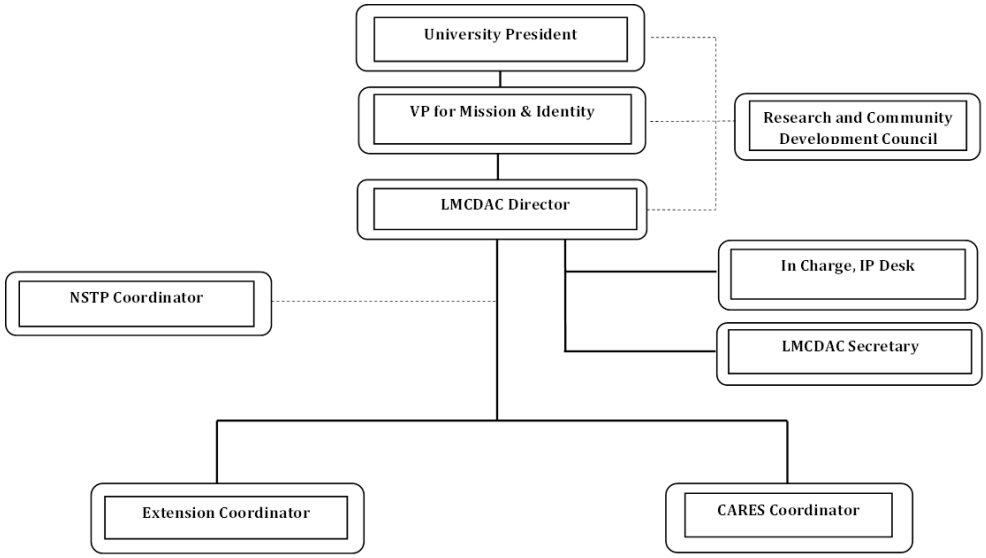
**G. The National Service Training Program (NSTP)**

The NSTP, while a separate program, works in accordance with the established duties and functions of the *Lingkod Maria* Community Development and Advocacy Center. The National Service Training Program serves as a support unit of LMCDAC in implementing the other advocacy programs.

# V. ORGANIZATIONAL STRUCTURE

## I. Organizational Structure

The University's delivery of extension programs and services follows defined channels reflected in its organizational structure.




1. ***Research and Community Development Council (RCDC).*** The RCDC initiates, deliberates, and provides direction for the policies, programs, and activities related to the University's research and community extension services; decides on issues or concerns and activities related to research and community extension programs; and receives reports from the research and extension services coordinators. It is composed of the President as the chairman. The members are Vice Presidents, Academic Deans, Basic Education Principals, the Director of the Research Center, the Director of LMCDAC, the Director of the Center for Natural Sciences, the Head of the Technology Transfer and Business Development Office (TTBDO), and the Head of the University Ethics Review Office.

2. **The Vice President for Mission and Identity (VPMI).** The VPMI ensures the promotion of living out the CICM Catholic Identity and missionary spirituality in the various communities that SMU serves through the LMCDAC;

3. **The *Lingkod Maria Community* Development and Advocacy Center** *(LMCDAC)*. The LMCDAC is the University's office that carries out its community extension programs and services. Its main task is to ensure that the University's extension development agenda is carried out and well-organized. Specifically, it promotes collaboration among the different schools, offices and extension institutes, and foundations in the University and provides support services to facilitate their extension endeavors; and

4. ***School Extension Council (SEC).*** Each School has its own Extension Council chaired by the School Community Development and Advocacy Coordinator. This includes the Department Heads or representatives, representative/s from University Offices aligned to the School as per discipline, and student leaders/volunteers. The council is a consultative body in the School's extension projects and outreach activities. It accepts, assists, and evaluates a project proposal before it is forwarded to the LMCDAC for further review, evaluation, and approval. The council also participates in the performance evaluation of faculty members and students. The SEC shall select or appoint an Community Development and Advocacy Coordinator for the School.

## VI. Duties and Functions of LMCDAC Human Resource

**A. Director**

Being the person in charge of supporting and coordinating different extension initiatives in the University, the LMCDAC Director*:*

1. Provides and manages a sustainable and comprehensive community extension services program for the University;
2. Reviews and recommends to the University President the approval of all extension and outreach activities that are not included in the program, including the programming, implementation, monitoring, and evaluation of said projects/ activities;
3. Submits midterm accomplishment report on the community extension services and programs to the University President;
4. Prepares a realistic annual budget for the different extension services and programs;
5. Requests financial and technical support from external sources with the approval of the University President and in coordination with the Vice-President for Finance and Treasurer;
6. Represents the University in meetings /conferences on social development concerns;
7. Spearheads a well-coordinated and systematic disaster and calamity mitigation outreach for an immediate need to assist the victims of disasters and calamities;
8. Evaluates the extension services rendered by the Faculty and administrative Personnel in consultation with the academic deans and heads of offices;
9. Recommends research work/projects pertinent to community extension development program;
10. Revises or amends some provisions of the Extension Program MOPG upon the recommendation of the RCDC;
11. Prepares all the necessary materials and documents relative to the accreditation of the University's extension program;
12. Devises ways to address the recommendation/s of accrediting bod/ies regarding the University's extension program;
13. Procures and disseminates latest CHED circulars relative to Extension;

14. Works with the University Research Center in steering the successful celebration of *Linggo ng Likha at Lingkod*; and
15. Performs other related functions as may be designated by the University President and the Vice President for Mission and Identity.

**B. IP Desk-in-Charge**

1. Assists the LMCDAC Director in the following:
   a. Planning, organizing, and directing institutional advocacy programs, projects, and activities;
   b. Preparation of possible funding proposals for community services to supplement institutional and local resources;
   c. Monitoring and evaluation of community extension programs for purposes of enhancing relevance, functionality, and sustainability;
   d. Preparation of annual plans and accomplishment reports;
   e. Preparation of status and progress reports on community services for submission to possible funding agencies and/or partner agencies;
   f. Dissemination of information regarding the University's extension programs both within and outside the University.
2. Coordinates with the departmental Community Development and Advocacy Coordinators in the preparation, implementation, monitoring, and evaluation of the latter's programs and projects;
3. Takes part in the evaluation of extension activities of faculty members, staff, and students;
4. Provides technical assistance of extension activities of faculty members, staff, and students; and
5. Conducts relevant cultural studies and disseminates and assists in the publication of the same;
6. Coordinates with community stakeholders and linkage partners about relevant conferences, seminars, fora, and/or lectures reflective of the Center's advocacies and program projects.
7. Performs other duties that the Head of Office may assign.

**C. School Community Development and Advocacy Coordinator**

1. Acts as liaison officer between the LMCDAC and their respective School;
2. Facilitates in the planning through coordination with the LMCDAC and their respective Schools/Departments concerning extension projects and activities;
3. Studies the background and nature of the problem to be addressed (relative to the target clients or community) through action research or needs assessment;
4. Prepares the program proposal with the attachments and discuss it with the School Extension Council for critiquing and finalization;
5. Facilitates in the assignation of Project Leaders subject to the endorsement of the School Extension Council;

6. Finalizes program title, overall goal, outcomes, and objectives with the Project Leaders;
7. Disseminates information to students and colleagues in their respective Schools concerning the state and development of extension programs/ projects and activities;
8. Sees to it that the specifics of the implementation of the program are observed as specified in the activity plan;
9. Takes the lead in evaluating the program's outcome and impact;
10. Conducts sound financial management and makes financial request/s from the Accounting Office during the program implementation;
11. Prepares and submits to the University Extension Director the program's terminal report; and
12. Submits periodic reports to University Extension Director

**D. Secretary**

The Secretary:

1. Maintains physical orderliness/neatness of the office;
2. Entertains and assists clients with their concerns and requests;
3. Coordinates and maintains effective office procedures and efficient workflow;
4. Receives and screens phone calls, welcomes and entertains clients and visitors, and provides information on office transaction procedures;
5. Records and routes incoming and outgoing communications;
6. Maintains the calendar of activities, meetings, and various events in the office;
7. Organizes the materials for posting and maintains the bulletin board and display area of the office;
8. Documents records, and transcribe the proceedings of the office/departmental meetings and other activities and prepares narrative/accomplishment report;
9. Makes available data, information, and pertinent documents in the preparation of correspondence, memoranda, and reports;
10. Organizes, maintains, and acts as custodian of all files and ensure confidentiality and security of files and materials in her care;
11. Maintains the inventory of equipment issued to the office and requests supplies from the IMO;
12. Operates and maintains office equipment such as computers and printers;
13. Arranges and coordinate appointments for the head;
14. Provides staff support to offices and/or committees during institutional activities;
15. Assists in the conduct of training/programs initiated by the office;
16. Assists in the upkeep and maintenance of the office facilities and reports maintenance/repairs to the appropriate office if needed;
17. Assists in the pre-community engagements of LMCDAC and other schools/units/departments.
18. Assists in the preparation of narrative/documentation reports;

19. Assists in the preparation of midyear and annual accomplishment reports;
20. Updates the Marian community and other stakeholders regarding the accomplished activities and other LMCDAC-related information through the LMCDAC online platform (e.g. Facebook)
21. Performs other related duties that the LMCDAC Director may assign.

# CHAPTER III:
# GENERAL POLICIES AND GUIDELINES

# I. General Policies

**1. Setting up Extension Projects and Outreach Activities**

a. A school/department may initiate and/or host an extension project or outreach activity, either individually or in partnership with other schools and departments;

b. At least each School should maintain one extension flagship project, either collaboratively or on its own. They may have more projects, however, insofar as they can reasonably sustain these; and

c. An office that wants to get involved in an extension program may align itself with a school/department with the same or related disciplines.

**2. Extension Project and Outreach Activity Design and Processing**

All extension programs/projects must be formally set on a document with all the necessary elements/components as stated in this MOPG.

**a. Outreach Activity**

For outreach activities, an outreach request form must be completed and submitted to the LMCDAC for approval at least one week before the conduct of the activity. Outreach activities should be aligned to existing extension projects and programs or converted into a full-blown project.

**b. Extension Program/Project**

All extension programs/projects must be formally put into writing by completing the project proposal template with all necessary elements/components as stated in this MOPG. The following are some important considerations in planning out a project proposal:

1. The project proposal must be aligned to any of the core programs of the University and must originate from, in accord with, or at least relate to existing academic disciplines of the school/department;

2. It must address a specific problem of identified beneficiary groups. It must be noted that a project is an intervention or response to the felt or expressed need of the identified target beneficiary group. It is expected that the proposed project will feasibly solve in part or in full the problem identified target beneficiary group;

3. It is important to understand that any intervention injects a new and foreign element/input, whether material, like tools, machinery, funding, and other material resources, and/or non-material, like knowledge, skills, values, and attitude, which were used to be lacking or missing from the identified target beneficiary group*;*

4. A project must be sustainable (at least three years). Aside from the availability of funds, a more important consideration is the capacity of target beneficiary groups to absorb the input. This means that a project of developmental aim in nature involves in advance or simultaneously capacity-building to prepare target beneficiary groups to receive and sustain the project;

5. Finally, it must be ascertained that the project will not create in the target beneficiary group a sense of dependency on the project or the project proponents but instead develop their self-reliance and self-determination in facing new challenges; and

6. The finalized project proposal and related documents shall be submitted to the School Extension Council (SEC) for an initial evaluation based on basic requirements. After which, the project proposal shall be forwarded to the LMCDAC; and

7. If a proposal meets the basic requirements, the LMCDAC director may signal the commencement of the project. Or, if necessary, the Director presents this to the Research and Community Development Council for further evaluation.

**3. Program/Project Implementation and Reporting**

a. The Project Team shall implement the program/project after its approval. A key implementation component is effective project information dissemination through word of mouth, news releases, and various publications, including the University website. The implementing School or Unit sees to it that the partner group or community provides the Consent Form and Manifestation of Support of the Target Group/Community;

b. Major changes in the projects can occur during the implementation. The project leader shall inform the SEC immediately before implementing such changes in such a case or situation. Then the SEC endorses this to the LMCDAC;

c. Project implementation, including their component sub-projects, shall be monitored by the SEC and the LMCDAC through the Monitoring and Evaluation Report Form that has to be submitted based on the project/s' specified timeline.

d. The Monitoring and Evaluation Report Form should contain the actual and updated entries in the activity plan and timeline and line-item budget matrices to determine the extent to which the program is being implemented as planned.

e. A project or a component subproject may be discontinued anytime during its implementation if the evaluation results dictate so. Discontinuation may be temporary or permanent, depending upon the assessment of the SEC and LMCDAC.

f. Suppose a program or its component project is deemed not implementable due to circumstances beyond the control of the Project Team. The Project Team may recommend terminating the program or project in that case. Such termination needs the SEC's endorsement and the LMCDAC Director's approval.

**4. Program/Project Termination and Evaluation**

a. Once the program has been completed, the Project Team should conduct an outcome assessment.

b. After conducting the outcome, the Project Team shall prepare a terminal report containing an executive summary, which will overview the most important points in the program's component projects and outcomes evaluation report to be submitted to the SEC. The SEC submits the report to the LMCDAC.

**5. Official Communications and Transactions**

a. All transactions/communications (on budget, vehicle service requests, etc.) shall be accomplished and signed by the Community Development and Advocacy Coordinator and to be noted by the School Dean/Head of Office/Principal;

b. Official communications from the SEC that are addressed to the target group, collaborating school/department/institute/foundation cooperating agency, funding agency, and other relevant parties relative to the extension program shall be duly noted by the School Dean/Head of Office/Principal and the LMCDAC Director and copy furnished to them likewise; and

c. The LMCDAC Director shall be furnished copies of official communications from the target groups, cooperating agencies, funding agencies, and other relevant parties relative to extension programs.

**6. Financial Transactions**

a. Extension program/project proposals shall include a proposed budget that covers the cost of implementing said program/project and its component activities. All needed supplies and expected expenses should be itemized in the line-item budget of the activities comprising the program or project;

b. Once the program/project proposal and its budget are approved, the Community Development and Advocacy Coordinator may request the Treasury and Accounting Office through the LMCDAC Director for budget request in relation to a particular line item of expenditures;

c. A one-time contingency fund may be requested anytime during the duration of the extension program/project, with complete justification and subject to the endorsement of the LMCDAC Director; and

d. Other than those provisions above, all financial transactions shall be dealt with by the Treasury and Accounting Office and subject to the existing policies and regulations.

**7. Faculty and Staff Participation in Extension/Outreach**

a. Depending on their involvement, faculty, staff, and students involved in extension/outreach programs and services shall earn corresponding credit points in their evaluation. To facilitate the evaluation process by the SEC and the LMCDAC, each faculty member/staff shall fill-up the required forms (*Extension/Outreach Attendance/Participation Report*, and *Summary of Faculty/Staff Participation in Extension*);

b. Given the nature of the Extension, no monetary remuneration shall accrue to faculty, staff, and students who participate in the flagship programs/projects of their respective schools nor the institutional extension programs and services.

c. Participation of Non-Academic Personnel in extension and outreach activities must be during weekends or beyond their office time. If in case that non-academic Personnel renders assistance to external partners during office hours, it will be considered official time but not counted for extension points.

d. Participation in extension/outreach activities of Non-Academic Personnel who claim overtime pay shall not be considered for extension points.

**8. Distribution and Computation of Extension Points for Faculty and Staff**

a. For Institutional Advocacy Programs (IAP)

- The maximum point for involvement in Institutional Advocacy Programs is six (6). Any excess of this will be added as merit points. For merit points, any excess above the maximum is divided by 10. The following table shows the distribution of points per nature of involvement.
- The maximum points for donation is 3 points.

| ***Nature of Involvement*** | ***Equivalent Points*** |
|---|---|
| Organizer/Project Leader | 5 points |
| Sub-Project Leader | 4 points |
| Facilitator/Speaker | 3 points |
| Participant | 2 points |
| Donor | 1 Point |
| Total | 20 points |
| Total Points for Institutional Advocacy Programs | 6 points |
| Merit Points | 1.4 |

b. For Personal Outreach Activities (POA)

The maximum number of points for participation in personal outreach activities is four (4). An excess of this will not be considered as merit points. The following table shows the distribution of points per nature of involvement

| ***Nature of Involvement*** | ***Equivalent Points*** |
|---|---|
| Organizer | 4 points |
| Participant and Donor | 3 points |
| Participant | 2 points |
| Donor | 1 point |
| Total | 10 points |
| Total Points for Personal Outreach Activities | 4 |

c. Grand Total on Extension Points

| ***Name of Employee*** | ***IAP*** | ***POA*** | ***Total*** | ***Merit Points*** |
|---|---|---|---|---|
| Sta. Maria, Teofilo U. | 6 | 4 | 10 | 1.4 |

**8. Students' Involvement in Extension**

a. Individual students and student organizations are encouraged and required to support and participate in their respective School's projects and activities. Individual students may be involved in any existing extension projects of other schools where one's expertise is highly needed, if extremely necessary, and upon the approval of one's respective dean;

b. Students should be involved in the extension programs/projects of their respective schools and the institutional advocacy programs of the University. Such an arrangement is highly encouraged as the students' participation in community engagement will contribute not only to their academic training but also to their sense of social responsibility;

c. All student organizations, based on their discipline, are encouraged to align the social involvement objectives of their proposed community engagement activities to the extension flagship project of their mother school/department/unit;

d. Any student social involvement or community engagement activity that is part of an academic requirement of a course or subject shall be classified as curricular Extension and may be considered an extension credit on the part of the students. Likewise, participation in extension programs/projects classified as co-curricular or discipline-based projects of the School (that is, not required for the completion of a course or subject) shall be considered as extension credit on the part of students;

e. All students involved in extension and outreach activities must submit a waiver duly signed by their parents/guardians; and

f. Graduating students must submit a summary of their participation in extension and outreach activities to their respective school community development and advocacy coordinators as part of their school clearance. The CDAC receives the students' reports and signs the school clearance form. The LMCDAC Director shall sign the University clearance form upon receipt of the school clearance form presented by the student.

**9. Awards and Recognition**

a. The mandate of the University for Community Development and Advocacy was derived from its identity and role as an institution of higher learning with its three functions: research, instruction, and Extension. This extension function is gaining a prominent status and commitment from the Institution's instruction and research.

b. The *Lingkod Maria Award (individual and school/unit)* is aimed to encourage leadership, resourcefulness, effectiveness, and dynamism in carrying out the extension function of the University. The University recognizes schools or units for an outstanding program or project implementation based on guidelines and criteria. The awarding will be conducted during the *Gawad Maria.*

- *The Lingkod Maria Award* (Best Extensionist) is awarded to a faculty and/ or staff with the most extension points. If there is a tie, the basis will be the nature or type of involvement. An extensionist who is much involved as a project leader will be awarded the *Lingkod Award* (Best Extensionist).

  The following will be the basis for computation for the Best Extensionist Award:

| ***Area/Component*** | ***Percentage*** | |
|---|---|---|
| Institutional Advocacy Programs | 75% | 75% |
| Personal Outreach Activities | | |
| • Project Leader | 8% | 25% |
| • Subproject Leader | 7% | |
| • Facilitator / Speaker | 5% | |
| • Participant | 3% | |
| • Donor | 2% | |
| Total Points for Personal Outreach Activities | | 100% |

- The *Lingko Maria Award* (Best Implementing School/Unit) is awarded to a School/Unit that completed its projects.

  The following will be the basis for the computation of the Best Implementing School/Unit:

| **Area/Component** | **Percentage** |
|---|---|
| Accomplished Action Plan | 50 |
| Completeness, Timeliness, and Quality of Submitted Reports | 30 |
| Community Feedback | 20 |
| Total | 100% |

**10. Extension Information and Dissemination**

a. During the annual *Linggo ng Likha at Lingkod* celebration, the LMCDAC showcases the best features of all extension-related activities. These shall be organized at the individual schools and the university levels. This is also the formal forum where action research findings are presented to the academic community**;**

b. The announcement of activities and the highlights of accomplishments by the different schools/units/foundations will be directed to the LMCDAC Director for information dissemination;

c. Action research outputs shall be published in appropriate research journals and other publications.

## II. Guide for Community Selection and Adoption

Community selection is the process of identifying a community that Saint Mary's University will officially adopt based on given criteria. These adopted community/communities become the recipient/s of the advocacy programs of SMU through the LMCDAC.

1. The community is an indigenous cultural community (ICC).
2. The ICC is characterized as geographically isolated due to a lack of transportation, wherein residents consider the latter a major detriment to community development.
3. The ICC is characterized as economically deprived; most residents live below the poverty threshold.
4. The ICC is characterized as socially deprived, where social services like health and education are not usually extended.
5. The ICC is characterized as environmentally vulnerable due to water contamination and other environmental health hazards.

## III. Guide for Target Group Needs Assessment

1. **Part One.** A need is a gap between the present situation and the desired situation. For an extension program/project to be effective, a Subproject Team must be formed to get to know their identified target group. Occasionally, individuals or the target group are not aware of their need/s that the program/project can address. However, there may also be instances where the Project Team perceives a need when there is not. The needs assessment process should answer the following questions:

| | |
|---|---|
| 1. | What are the needs of the target group? (Each unit/school can design their own guide questions or survey questionnaire relative to the nature of their project) |
| 2. | Does a need, which is within the domain of the program/project, really exist? |
| 3. | How widespread is the need? |
| 4. | How do people feel about the seriousness of the need? |
| 5. | What are the potential consequences if no effort is made to address the need? |

2. **Part Two.** The following considerations are to be taken in deciding which of the needs assessment technique(s) may be most appropriate:

| | |
|---|---|
| 1. | What is the timeframe? |
| 2. | What resources are available to conduct the assessment (financial, human, and physical)? |
| 3. | How is the target group involved in the process, and how might they relate to various techniques? |
| 4. | Who will be included in the assessment? |
| 5. | What will be done in the assessment even if the results are unexpected? |
| 6. | Does the project team prefer one technique over another? |
| 7. | To what extent does the target group already know their need and articulate them? |
| 8. | What is the time lag between the data collection and taking action? |
| 9. | How reliably does the data need to be accepted and acted upon? Are there issues of confidentiality? |
| 10. | What is the level of trust between the assessor and the target group being assessed? |

3. **Part Three.** The techniques that shall be selected will depend on the answers to the questions in Part Two.

| Technique | Description |
|---|---|
| Advisory Groups and Task Forces | Advisory groups and task forces are called together for various purposes—to represent the target group's ideas and attitudes, make suggestions, generate new ideas, advise, recommend, or carry out a specific task. Participants may be specially selected or invited to participate because of their unique skills and backgrounds; they may be volunteer, nominated, or elected, or a combination of these processes may form the group. |
| Brainstorming | This generates an extensive list of ideas or solutions to a problem by suspending criticism and evaluation. |
| Case Study | This involves the in-depth description of a few cases to stimulate ideas, define special characteristics, or reach a consensus about what is happening. |
| Census and Vital Statistics Records | This technique accurately describes how much the local population has grown during a certain period. These records also provide a detailed breakdown of community residents on various demographic indicators, which may be compared to other communities undergoing change. |
| Community Impressions | This is a small group strategy for obtaining opinions or impressions of the larger community. |
| Delphi Technique | This is another way of group inputting ideas and problem-solving. It does not require face-to-face interaction. This technique utilizes a series of carefully designed questionnaires interspersed with summarized information and feedback from previous responses. |

| | |
|---|---|
| Focus Groups | This brings together selected individuals to address specific issues systematically. Under the direction of a trained facilitator, the participants will provide and exchange information. Focus groups are specially geared toward the interaction between the participants so that a complete picture is created. Unlike many other groups, the purpose of a focus group is data collection. Focus groups shall not focus on decision-making, program planning, discussion, Delphi, or community fora. However, the insights collected through focus group interviews may be helpful to these other groups. |
| Group Discussion | This may be structured or unstructured, formal or informal, and may be focused on a specific issue or gathering input on several issues. Usually, group discussion involves other group techniques such as brainstorming, nominal group process, etc. |
| Interviews | This may be formal or casual, structured or unstructured. This technique may be used with a sample of a particular group or with the entire membership. The interview may be done in person, by phone, at the worksite, or away from it, individually or group. |
| Key Informant | This technique secures information from those in a good position to know the target group's needs by virtue of their formal or informal standing. Once identified, data can be gathered from these consultants through interviews, group discussions, or questionnaires. |
| Nominal Group | This technique is a structured problem-solving and idea-generating strategy. It involves a face-to-face, non-threatening group environment to generate ideas, clarify ideas, reach a consensus, prioritize, and make decisions. |
| Observation | This technique can be as technical as time-motion studies or functionally or behaviorally specific as observing a new board or staff member interacting during the meeting. This technique can be used normatively to distinguish between effective and ineffective behaviors, organizational structures, and/or processes. |
| Questionnaires | This may be in the form of surveys or polls of a random or stratified sample of respondents and an enumeration of an entire "Population." They can use a variety of question formats: open-ended, projective, forced-choice, and priority ranking. This is one of the few techniques with the potential to represent the broader community. Questionnaires may be self-administered. i.e., by mail or administered under controlled conditions, including interviews. |

4. **Part Four.** The format for the Needs-Assessment Report is as follows:

    - *See URC Manual for the IMRAD Format*

## IV. Guide for Non-Formal Education Methods and Techniques

**Part One.** These are the factors to be considered in selecting non-formal educational methods and techniques:

| Factors | Guide Questions |
|---|---|
| Learning Objectives | Will you teach to build understanding, develop skills, or change attitudes? |
| Learning Characteristics | How many people need information?<br>What are their educational levels?<br>What are their ages? |
| Logistical Issue | What facility options are available?<br>What equipment is available?<br>Is time a factor? |
| Teacher Characteristics | Is the teacher more proficient at one technique? |

**Part Two.** Educational methods may be divided into four categories.

| Group Method | Individual Method | Mass Media Method | Indirect Method |
|---|---|---|---|
| This provides learning experiences for persons together in one place or interacting together. | This may be a one-on-one direct or indirect contact between the learner and educator. | The information presented in this method may be directly through print, broadcast, or other technical media. | Learning or information transmission occurs outside of planned group techniques in this method. |

**Note:** Teaching via the Internet may fall into any of the above categories.

**Part Three.** Once the method is selected, the technique should be determined. The technique is the form or experience used to present material to be learned. The teaching techniques common to Extension include:

| Technique | Description |
|---|---|
| Camp | This is an outdoor recreational activity where an educational activity is also a part. |
| Demonstration | This pertains to visual and verbal explanation simultaneously showing and telling about a process, fact, or idea; illustrated talk. |

| | |
|---|---|
| Discussion | This can be conducted with a small group of people led by a moderator who expresses ideas, exchanges information, or otherwise, explores a topic to learn more about the subject. |
| Field Day | This group meeting is conducted on a single site to observe and discuss improved practices, equipment, or facilities. |
| Fact Sheet | This is where the information is presented in an easy-to-read written format, usually limited to 1-2 pages and one topic or one aspect of a topic. |
| Home Study | This is where the learner materials and their leisure are to be studied within specific timeframes. |
| Lecture | This is a prepared talk or presentation on a topic, usually with limited interaction from the audience. |
| Meeting Series | This is a sequence of separate group sessions related to a common learning goal. |
| Newsletter | This is written material used to present new information to learners at regular intervals. |
| Question and Answer | This is a planned interaction between learner and teacher in which content is transmitted in response to questioning. |
| Role-Play | This is a dramatic skit or socio-drama in which participants act out a realistic situation as if they are the persons involved (e.g., Poverty Simulation) |
| Structured Exercise | This learning activity provides learners an opportunity to practice new skills taught through another teaching method or reinforce the knowledge gained. |
| Tour | This is a group meeting conducted at two or more sites to observe and discuss improved practices, facilities, and/or equipment. |

## V. Guide for Assessment Activities

A. Community Feedback Survey

The Community Feedback Survey form is administered after the implementation of an activity and answered by the recipients. The recipients evaluate the following areas on a four-point scale.

| | Very Satisfied *(Napnek Unay)* | Satisfied *(Napnek)* | Unsatisfied *(Saan a Napnek)* | Very Unsatisfied *(Permi a saan a napnek)* |
|---|---|---|---|---|
| Product/Service *(Produkto/Serbisio)* | | | | |
| 1. Usefulness *(Pakausaran)* | | | | |
| 2. Quality *(Kalidad)* | | | | |

| | | | | |
|---|---|---|---|---|
| 3. Delivery *(Pannakaitunda/ Pannakaideliver)* | | | | |
| Reprentatives *(Representante/Tattao a Mangibagi)* | | | | |
| 4. Responsiveness *(Panagsungbat)* | | | | |
| 5. Friendliness *(Pannakipagayam)* | | | | |
| 6. Preparedness *(Pannakaisagana)* | | | | |
| Overall Experience *(Pakagupgupon ti Padas)* | | | | |

The community feedback survey form also qualitatively asks the recipients to provide suggestions for improving the extension and outreach activities of SMU.

B. Outcome Assessment

Outcomes assessment looks at benefits/changes in the target group due to the program during and/or after they participated in the program/project.

| Input | Activities | Output | Outcome Indicators |
|---|---|---|---|
| | | | |

**Inputs.** The program uses these materials and resources in its activities or processes to serve target groups, e.g., equipment, staff, volunteers, facilities, money, etc.

**Activities.** These are the component processes that the project undertakes with/to the target group to address their needs, i.e., teaching, counseling, sheltering, feeding, clothing, etc.

**Outputs.** These are the direct products from programs/projects/activities, i.e., number of service units, participants, products developed, etc.

**Outcome Indicators. "**Outcome indicators refer more specifically to the objectives of an intervention, that is, its 'results,' its outcome. These indicators refer to the reason why it was a certain intervention is to be conducted. They are the result of both the "quantity" (how many) and quality (how well) of the implemented activities. For example, the outcome of training health providers is the improved management of sick children under five years old is the proportion of sick children correctly managed by the trained health providers (WHO Regional Office for the Eastern Mediterranean, 2022).

C. Impact Assessment

Impact assessment, according to OECD (2014), focuses on the effects of the intervention. This definition appears to be similar to outcome so much so that even the OECD mentioned that the "idea of 'impact is itself problematic'. With this, the LMCDAC adopts/adapts the Community Impact Scale developed by the team of Srivinas, Meenan, Drogin and DePrince (2015). The following is the Table of Specifications showing the dimensions and their corresponding number of items

| Dimension | Number of Items | Item Placement |
|---|---|---|
| Overall Experience | 6 | 1, 2, 3, 4, 5, 6 |
| Social Capital | 8 | 7, 8, 9, 10, 36, 37, 38, 39 |
| Skills and Competencies | 5 | 12, 13, 14, 31 |
| Motivations and Commitments | 6 | 15, 16, 17, 18, 19, 20 |
| Personal Growth and Self-Concept | 6 | 11, 21, 22, 23, 24, 25, 26 |
| Knowledge | 5 | 27, 28, 29, 30, 32 |
| Organizational Operations | 5 | 33, 34, 35 |
| Organizational Resources | 5 | 40, 41, 42, 43, 44, 45, 46 |
| Total | 46 | |

**See the community impact scale questionnaire*




# MIDYEAR REPORT
# A.Y. 2023-2024

LINGKOD MARIA COMMUNITY DEVELOPMENT AND ADVOCACY CENTER

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# Signature Page

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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.

# 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*

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 Pagadalan* 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.

**Personnel**

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

# 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,<br>Vince Errol J. Lucas,<br>Rodora P. Tipay,<br>Candido Joseph T. Rosario Jr.,<br>Robert S. Aceret,<br>Laurice Kaye P. Laguinday,<br>Allan S. Guiab, | Presence, Implementation, Outcomes and Effectiveness of Community Development and Advocacy Programs of a Private Higher Education Institution | Completed |

| | | |
|---|---|---|
| Heidee P. Liclican | | |
| Felipe V. Nantes, Jr.<br>Haydee D. James,<br>Sherwin A. Marciano<br>Christopher Allen. Marquez | Project GREEN: The Marian Experience | Completed |
| Christopher Allen S. Marquez,<br>Vince Errol J. Lucas,<br>Rodora P. Tipay,<br>Candido Joseph T. Rosario Jr.,<br>Robert S. Aceret,<br>Laurice Kaye P. Laguinday,<br>Allan S. Guiab,<br>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<br>Marites B. Querol | Lesson Videos as Multimodal Materials in SHS Online Classes Using English as MOI | *International Forum on Cultural Studies*, 3, 95-111. |

c. International and National Research Presentations

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

**B. Faculty, Staff and Student Development**

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: *Isang Puso para sa Katutubo* | CBCP-ECIP | Facilitator | December 13, 2023 |
| Vince Errol J. Lucas | IP Youth Summit | CBCP-ECIP | Co-organizer | October 25, 2023 |
| | IP Solidarity Night: *Isang Puso para sa Katutubo* | 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 |

| | | | | |
|---|---|---|---|---|
| | 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. Liclican | 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 |

| | | | | |
|---|---|---|---|---|
| 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)*<br>Marielle Camonayan *(Student)*<br>Jay Khimlee Cacal *(Student)*<br>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 |
| Cherryleze 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 of Effectivity | 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 |

| | | | | |
|---|---|---|---|---|
| | Faculty/Staff | 80 | 3.7950 | High Impact |
| | Community Residents/Trainee | 86 | 3.5000 | High Impact |
| | Total | 255 | 3.6212 | High Impact |
| Overall Mean | 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 |

| | | | | |
|---|---|---|---|---|
| | Project GIFTED | 46 | 3.5652 | High Impact |
| | Total | 255 | 3.6212 | High Impact |
| Overall Mean | 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 |
| *Bisita ni Inang* 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)

## 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/ | NSTP SEAIT- | - | - | - | - | 200 seedlings |

| 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 SMUHSGSAAI | 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 |

| Activities | Organizer | Type of Beneficiaries | Total Number of Beneficiaries | Total Number of Donors | Type of Donation | |
|---|---|---|---|---|---|---|
| **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 |

| Activities | Organizer | Type of Beneficiaries | Total Number of Beneficiaries | Total Number of Donors | Type of Donation | |
|---|---|---|---|---|---|---|
| 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, | - | - | - | - |

| Activities | Organizer | Type of Beneficiaries | Total Number of Beneficiaries | Total Number of Donors | Type of Donation | |
|---|---|---|---|---|---|---|
| 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 |

| 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<br>-Pawak community<br><br>-Pawak ES | JHS | Residents of Pawak, Masoc, N.V<br><br>Pupils of Pawak ES | 117<br><br>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 |

| 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 |

| 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 |

# 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 |

# 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**<br>1) Faith Celebration (Meaningful Liturgical Celebrations)<br>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 |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| 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 *misa de gallo* | Attending scheduled *misa de gallo* | 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 | | |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | 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. *Bisita ni Inang Maria* | At the end of AY 2023-2024, LMCDAC staff have attended in 1 *Bisita ni Inang Maria* | Attending the scheduled *Bisita ni Inang Maria* | October 2023 | Accomplished | Invitation from the Campus Ministry | | | Communication Letter |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | (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)<br>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 | | | | | |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| 3. Faith Community (Animating Community) | At the end of AY 2023-2024, 2 LMCDAC organized masses shall have been attended by employees and students | Organizing the International Day of the World's Indigenous Peoples Mass<br><br>Organizing the Ethnicity Mass | August 2023<br><br>October 2023 | Accomplished<br><br>Accomplished | Scheduling and announcing of the schedule thru a circular<br><br>Scheduling and announcing of the schedule thru a circular | | | Poster<br><br>Narrative and Documentation 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 | | | | | | | | |

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

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| 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.

| **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<br>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. Facilitie | At the end | Reporting | May 2024 | Accomplished | All office | | | Request |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| s Issues / Concern Reporting Program | of AY 2023-2024, LMCDAC shall have reported and endorsed office facility concerns and issues. | and submitting office facility concerns and issues | | | concerns related to facilities etc were reported to corresponding offices | | | letters / Google forms submitted 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 | | | | | | | | |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Areas Upgrade Program<br>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.

| **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<br>1) Revitalizing the University Museum<br>a) Fund Drive | At the end of AY 2023-2024, at least one fund drive has been conducted | Organizing the *Teatro Katutubo* as a fundraising activity | October 2023 | Accomplished | The Teatro Katutubo staged *Dalaydayan* as a fundraising activity | | | Narrative Report |
| b. Creating the University Museum | At the end of AY 2023-2024, have been | Renovation of *Museo de Maria*'s 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 |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | 75% completed | floor | | | the contractor | phases | | |

## 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<br>a) Community Profiling | At the end of AY 2023-2024, three adopted communities have been profiled | Signing of MOA<br>Conducting communi | September 2023<br>May 2024 | Accomplished<br>Ongoing | Coordination with the partner community / agency<br>The community profiling and | The manuscript is | | MOA |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | | ty profiling activity | | | needs assessment were done altogether | currently being prepared by the Junior High School Department | | |
| b. Needs Assessment | At the end of AY 2023-2024, three identified needs have been assessed | Conducting community needs assessment 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/departments | | | Project proposals |
| d. Social Auditing /Accounting | At the end of AY 2023-2024, one outcome / impact | Conducting a review of related literature and | September 2023 | Accomplished | It was submitted as evidence for CHED Autonomous Status | | | Research Manuscript |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | assessment has been conducted | studies on the effectiveness and responsiveness of extension Programs<br><br>Gathering, analyzing, and interpreting data on the effectiveness and responsiveness of extension programs | | | Application | | | |
| 2) Research-Based | | | | | | | | |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Linkage Projects<br>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<br><br>Designing and implementing a collaborative framework | May 2024<br><br>May 2024 | Accomplished | The research dissemination of community-based researches was scheduled on in November 2023 | | | List of disseminated researcher from URC |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | | 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 | | |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | 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<br><br>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 researcher from URC |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | | based linkage projects | | | | | | |
| 4) IP Development and Advocacy Program<br>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 |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| 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 | | | | | |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | | (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 internatio | At the end of AY 2023- | Collaborating with | May 2024 | Accomplished | Communication between PERIO and | | | Narrative Report |

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|---|---|---|---|---|---|---|---|---|
| nal extension collaborations | 2024, one international extension collaboration has been operationalized | PERIO for the operationalization of MOA relative to extension and community development | | | LMCDAC | | | |
| f. Developing a (curriculum or subject) on Indigenous Peoples Education | At the end of year 3, 25% of the curriculum development process have been accomplished | Preparing the CHED requirements to offer IP Education / Studies<br><br>Benchmarking in partner HEIs that offer | May 2024 | | | | | |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | | IP Education / Studies | | | | | | |
| g) Documenting the community development activities of LMCDAC in the partner communities | At the end of AY 2023-2024, two coffee table books and 1 video describing the community development activities in the partner communities have been produced | Consolidating all community development activities<br><br>Writing of script and stories<br><br>Producing coffee table books and a video | May 2024 | | | | | |
| Service-Learning Paradigm<br>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<br><br>Identifying course syllabi to update based on the community based research<br><br>Updating the course objective or reference of the identified | | | | | | |

| | | | | | | | | |
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| | | course syllabi | | | | | | |
| CICM Advocacy Programs<br>1) Hunger Alleviation Program<br>a) Feed My Lambs Project | At the end of AY 2023-224<br>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 | | | | | |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | feeding activities have been conducted in the two partner communities / other communities | in the two partner communities | | | | | | |
| 2) Sustainable Environment Program<br>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 | | | | | |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| b) Environmental Education Project | At the end of AY 2023-2024, two environmental education activities have been conducted | Organizing environmental education forum / seminars | May 2024 | Accomplished | It was included in the utilization of faculty research | | | Narrative Report / Program |
| 3) Disaster Risk Reduction Program<br>a) DRRM Trainings / Capacitation | At the end of AY 2023-2024, one DRRM Training / Capacitation has been organized | Organizing DRRM Training / Capacitation | May 2024 | | | | | |
| 4) Health and | | | | | | | | |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Wellbeing Programs<br>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<br><br>Conduct water content analysis at Sitio Masina, Baretbet, Bagabag | May 2024 | | | | | |
| 5) Poverty Alleviation Program<br>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 |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | activities have been conducted | livelihood trainings with the residents of Gonggongob, 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 Gonggongob, Cabuluan, Villaverde | May 2024 | Ongoing | | The community us currently working on the base where the water tank will be installed | | |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| 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 | | | |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | | 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<br>1) Pamaskong handog | At the end of | Organizing gift | December 2023 | Accomplished | Units / schools | | | Narrative Report |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | AY 2023-2024, four dole-out activities have been implemented / conducted | giving activities<br><br>Processing outreach requests of external partners | | | organized pamaskong handog activities | | | |
| 2) Tulong Maria Project | At the end of AY 2023-2024, one *Tulong Maria* 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 *Sagip Maria* has been organized | Responding to requests for assistance from Marian students and | May 2024 | | | | | |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | | employees | | | | | | |

**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<br>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 | | | | |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | plan and updated annually | | | | | | | |
| 2) Monitoring the implementation of local and international partnership agreements | At the end of AY 2023-2024, 100% of the partnership agreements have been monitored | Coordinating 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<br>1) Alumni | At the end | Coordinat | May 2024 | Accomplished | Coordination | | | Commun |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| 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 |

# 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

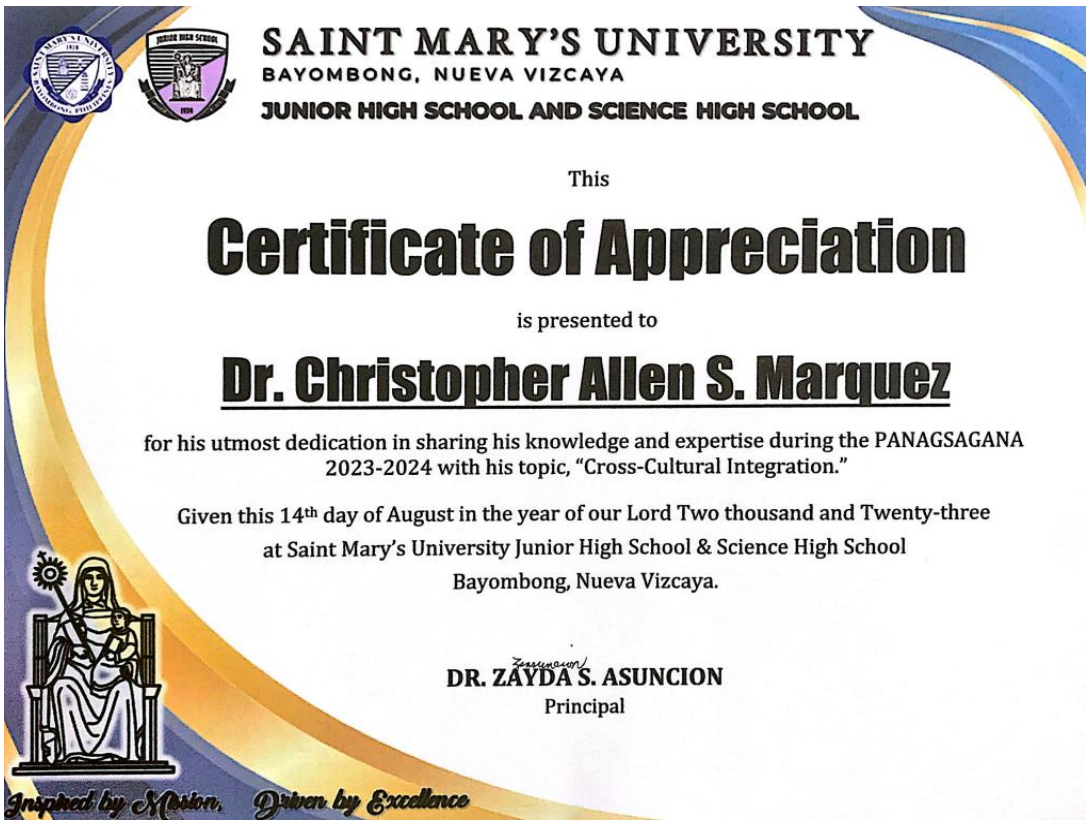
**Mark C. Balonquita, Haydee D. James, Sherwin A. Marciano Christopher Allen S. Marquez, Felipe V. Nantes, Jr.**

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**



SAINT MARY'S UNIVERSITY
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.

IFUGAO STATE UNIVERSITY

JOCELYN T. SALVIEJO
Campus Executive Director



SAINT MARY'S UNIVERSITY
BAYOMBONG, NUEVA VIZCAYA

# CERTIFICATE

## OF RECOGNITION

is proudly awarded to

## Dr. Allen S. Marquez

In grateful recognition of her invaluable service rendered as GUEST SPEAKER during the Clean, Healthy, Safe, and Friendly (CHSF) Week 2023 with the theme "#BeatThePlasticPolution."

Given this 22nd day of November 2023 at Balai na Alumni.

Mr. Samuel B. Damayon
DEAN, STUDENT AFFAIRS AND SERVICES

Christian Dave R. Menguis
PRESIDENT
STUDENT CENTRAL COUNCIL



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF SCIENCE AND TECHNOLOGY REGIONAL OFFICE 02

# Certificate

Of Participation

is awarded to

*Christopher Allen S. Marquez*

for the active and invaluable participation during the conduct of the **"Training Workshop on Statistical Analysis"** as part of the research building training of the **Cagayan Valley Health Research and Development Consortium (CVHRDC)** on May 23-24, 2023 at Villa Blanca, Ugac Norte, Tuguegerao City, Cagayan.

Given this 24th day of May 2023.

Virginia G. Bilgera, DPA
Regional Director



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, Alimannao Hills, Peñablanca, Cagayan
on 17 August 2023.

**ATTY. JIMMY P. BALIGA,CPA**
Regional Director, CHR RO2

**ATTY. FRANCIS TOM TEMPROSA**
Director, CHR-HREPO

LAKARAN
GOJUST GOVERNANCE IN JUSTICE
Co-funded by the European Union
Spanish Cooperation

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



SAINT MARY'S UNIVERSITY
BAYOMBONG, NUEVA VIZCAYA, PHILIPPINES

*awards this*

**CERTIFICATE OF PARTICIPATION**

*to*

**VINCE ERROL J. LUCAS**

for having attended and actively participated during the ***"Capability Training Program"*** held on November 23, 2023 (Wednesday) at George De Busschere Function Hall, Saint Mary's University, Bayombong, Nueva Vizcaya.

Given this 23rd day of November, in the year of the Lord Two Thousand Twenty Three at Saint Mary's University, Bayombong, Nueva Vizcaya.

**DR. JOHN OCTAVIOUS S. PALINA**
University President

*"Inspired by Mission, Driven by Excellence"*

CERTIFIED ISO 9001: 2015



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

*awards this*

*Certificate of Participation*

*to*

*Vince Errol J. Lucas*

*for his/her active participation during the **Webinar on Environmental Education** held via zoom on the occasion of the re-launching of the CHSF Program of the University. Given on November 15, 2023.*

**Felipe V. Nantes, Jr., PhD**
*Project GREEN Leader*

**Christopher Allen S. Marquez, PhD**
*Director, LMCDAC*



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

*awards this*

# *Certificate of Participation*

*to*

## *Heidee P. Liclican*

*for his/her active participation during the **Webinar on Environmental Education** held via zoom on the occasion of the re-launching of the CHSF Program of the University. Given on November 15, 2023.*

**Felipe V. Nantes, Jr., PhD**
*Project GREEN Leader*

**Christopher Allen S. Marquez, PhD**
*Director, LMCDAC*



SAINT MARY'S UNIVERSITY
BAYOMBONG, NUEVA VIZCAYA, PHILIPPINES

# Certificate of Participation

This certifies that

## Heidee P. Liclican

has successfully completed the Document and Records Control training program, equipping them with the skills needed to support the **ISO 9001:2015 Quality Management System** at SMU.

Given today, October 18, 2023,
at the Debusschere Hall, Saint Mary's University.

**PEARL VIA S. COBALLES**
*Quality Management Representative*

**DR. JOHN OCTAVIOUS S. PALINA**
*University President*

CERTIFIED ISO 9001: 2015 SAINT MARY'S UNIVERSITY, BAYOMBONG, NUEVA VIZCAYA

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b. Student Activities
P2A Virtual Mobility 2023



## 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: | Checked by: | Noted by: |
|---|---|---|
| (Sgd.)Miss Godette Jann A. Galicia | (Sgd.)Mrs. Leila A. Navarro, CPA | (Sgd.)Mrs. Venica S. Acosta, CPA |
| Staff Accountant | Chief Accountant | V.P. for Finance/Treasurer |

**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<br>Vince Errol J. Lucas<br>Heidee P. Liclican<br>Rodora P. Tipay<br>Engr. Candido Joseph T. Rosario Jr.<br>Robert S. Aceret<br>Laurice Kaye P. Laguinday<br>Joy D. Balawa<br>Jojilyn L. Anoche<br>Pedelina A. Bulligan<br>Kenneth L. Maslang<br>Sr. Aileen Adjaro<br>Sherween Jerry Paul V. Saquing<br>Zemaia Sen M. Paulino<br>CBCP-ECIP led by Rev. Fr. Earl Alan Cura<br>CCF<br>VPMI<br>BIBAK<br><br>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

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 Awidan 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.

**Documentation**












Banaue Rice Terraces





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

# STEH-CFED Inter-Cultural Sharing cum Ethnic Attire Showcase

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| **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<br>Judith Ricardo |

**Narrative**

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.

**Documentation**








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| **Prepared by:** | *Laurice Kaye Laguinday* |
| **Date Submitted:** | *January 10, 2024* |

**Annex C: HUNGER ALLEVIATION PROGRAM**

## NAP Feeding Program

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|---|---|
| **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<br>Maria Kristina Meneses<br>Charo Dacles<br>Queen Nesselyn Galicia |

**Narrative**

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.

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.

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.

The NAP will continue to conduct various activities that support the FML Project that aims to alleviate hunger.

**Documentation**







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|---|---|
| **Prepared by:** | *Heidee P. Liclican* |
| **Date Submitted:** | *November 27, 2023* |

**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<br><br>Guest Participants: PNP Bayombong, Red Cross Nueva Vizcaya Chapter |
| **Project Leader:** | |
| **Project Staff/Members:** | Christian Nel Dominguez<br>Michelle Bernardino<br>Czerilou Quibuyen<br>Eloisa Barbieto<br>Rachille Francis<br>Ma. Danica Subia |

**Narrative**

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.

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.

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

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.

**Documentation**
















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

# MedTechs Go Green

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| **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

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.

## Documentation










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| **Prepared by:** | |
| **Date Submitted:** | |

# JHS CHSF Brigade

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| **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.

## Documentation














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| **Prepared by:** | *Mr. Junior-Van B. Paritang* |
| **Date Submitted:** | *August 6, 2023* |

# 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<br>Miss laurice Kaye Laguinday<br>Engr. Joseph Candido Rosario, Jr.<br>Mr. Robert Aceret<br>Dr. Christopher Allen S. Marquez<br>Mr. Vince Errol Lucas<br>Miss Heidee P. Liclican |

## Narrative

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.

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.

## Documentation











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| **Prepared by:** | *Heidee Liclican* |
| **Date Submitted:** | *September 4, 2023* |

## SHS Brigada Eskwela

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|---|---|
| **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<br>Mr. Rudolph C. Benito<br>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.

### Documentation





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








Teachers cleaning the classrooms and offices assigned to them,

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|---|---|
| **Prepared by:** | *Michelle B. Pagduan* |
| **Date Submitted:** | *September 7,2023* |

## SAB Tree Planting and Clean-up Drive

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| **Project Title:** | ***Tree Planting Activity and Clean-Up Drive in celebration of the 34th National Statistics Month and Consumer Welfare Month*** |
| **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<br>Mrs. Loreta V. Garlitos<br>14 students of Sales and Distribution Management (class codes: 3563 & 3566) |

### Narrative

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.

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.

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.

### Documentation












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| **Prepared by:** | *Michael Dominique G. Magaway*<br>*Assistant Instructor, BOAE* |
| **Date Submitted:** | *November 13, 2023* |

## NSTP Site Clearing at Masoc, Bayombong, Nueva Vizcaya

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|---|---|
| **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<br>Christian Nel Dominguez<br>Renz Gabriel Jubay<br>Rosemarie R. Paned<br>Arlene R. Querol<br>Bryan Ricardo<br>Rodora Tipay<br>Miguel John Tolentino |

**Narrative**

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.

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.

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 Villegeas, General Services Office (GSO) Staff, assisted the different classes in site-clearing the area.

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,

Jr., SMU-NSTP coordinator."

**Documentation**




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|---|---|
| **Prepared by:** | *DOMINGO T. GUNTALILIB JR.* |
| **Date Submitted:** | January 12, 2024 |

# NSTP-SEAIT MICRO Tree Planting Activity

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|---|---|
| **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<br>C/COL Valienmae T Orani 1CL<br>C/LTC Basilio T Dulnuan III 1CL<br>C/LTC Jesmith C Onsat 1CL<br>C/LTC Crizelle Erene N Birco 1CL<br>C/LTC Ryan Hector B Mangaoang 1CL<br>C/LTC Mark Hector B Mangaoang 1CL<br>C/LTC Shannelle Alexis Andres 1CL<br><br>C/LTC Minerva Pearl Yvonne D Conciso 1CL |

## Narrative

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.

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.

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.

## Documentation



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.



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| **Prepared by:** | *Domingo T. Guntalilib Jr.* |
| **Date Submitted:** | *24 January 2024* |

**Annex E: DISASTER RISK REDUCTION PROGRAM**

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

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|---|---|
| **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<br>Michelle Bernardino<br>Czerilou Quibuyen<br>Eloisa Barbieto<br>Rachille Francis<br>Ma. Danica Subia |

**Narrative**

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.

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.

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,

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

**Documentation**

















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

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

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| **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 |

**Annex F. HEALTH AND WELL-BEING PROGRAM**

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

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|---|---|
| **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<br><br>Queen Nessellyn D. Galicia |

**Narrative**

With the aim of raising funds for its scholars, the Saint Mary's University Grade School High School Alumni Association, Inc (SMUHSGSAAI) in collaboaration with thte 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 Ba yombong Municipal Hall, Bayombong, Nueva Vizcaya.

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.

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.

According to Dr. Patrice Gay Marcos-Pagtulingan, president of the SMUHSGSAAI, the fundraising activity is for the five scholars of the association.

The association also thanked the Bayombong Municipal Mayor TonyG. Bagasao, SMU Alumni BAtch 1975, for supporting their cause in changing lives through education.

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.

**Documentation**




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















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* |

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

| | |
|---|---|
| **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<br>Mr. Robert Aceret<br>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

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

**Documentation**



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




Packed medicines (300 packs)





Distribution of packed medicines





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

# Medical, Dental, Optical Mission at Bonfal West, Bayombong

| | |
|---|---|
| **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

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.

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.

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.

## Documentation












| | |
|---|---|
| **Prepared by:** | *Melchora Bautista* |
| **Date Submitted:** | *January 27, 2024* |

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

| | |
|---|---|
| **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<br>Dr. Sherylou Benig<br>Mr. Robert Aceret<br>Maria Shiela M. Ramos, RMT<br>Cathelyn C. Mariano |

**Narrative**

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. Gongongob 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 Gongongob residents.

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. Gongongob 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.

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.

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.

**Documentation**






| | |
|---|---|
| **Prepared by:** | *Melchora Bautista* |
| **Date Submitted:** | *January 27, 2024* |

# 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<br>Krizelle Xyra T. Paguirigan |

## Narrative

Bringing Healthcare Closer to the Community!

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.

## Documentation














| | |
|---|---|
| **Prepared by:** | |
| **Date Submitted:** | *December 05, 2023* |

# 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

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.

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.

## Documentation




| | |
|---|---|
| **Prepared by:** | *DOMINGO T. GUNTALILIB JR.* |
| **Date Submitted:** | *January 17, 2024* |

**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<br>Mark Anthony Fadulla<br>Wilbert Sadangsal |

**Narrative**

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.

June 28, 2023- This is the day where each office of the LGU was given the task for the SWOT Analysis.

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.

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.

**Documentation**















| | |
|---|---|
| **Prepared by:** | *Essel T. Cañaberal* |
| **Date Submitted:** | *August 3, 2023* |

# JHS Pawak Needs Assessment

| | |
|---|---|
| **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<br>Armely Morales<br>Audrey Bruno |
| **Project Staff/Members:** | Vemelyn De Guzman<br>Weyalein Balonquita<br>Judy ann Sonday<br>Jimmy Valdez<br>Jojilyn Anoche<br>Frederick Butic<br>Shairene Napaod<br>Mayne Madiwo<br>Christian Jos De Jesus<br>Romalyn Bacsa<br>Teresa Rose Ramirez<br>Junior Van Paritang<br>John Ray Yea |

## Narrative

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.

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.

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.

## Documentation








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|---|---|
| **Prepared by:** | *Agnes Madamba* |
| **Date Submitted:** | *October 2, 2023* |

**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<br>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

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* |

# 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<br>PhD Commerce students from COMF 312 (advance Studies in Business Organization & Management) and COM 338 (Advance Studies in Entrepreneurship) courses<br><br>Faculty Members in the Business and Accountancy Cluster |
| **Project Leader:** | Dr. Mayvelyn S. Covita |
| **Project Staff/Members:** | Jerome Cabanag<br>Geover Martinez<br>Neil Jensen Reginalde<br>Frances Ann Abriam<br>Mariela Angela Calderon<br>Lyra Lenn Causarin<br>Selle B. Dela Cruz<br>Joyce Ann Galamay |

## Narrative

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.

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.

MBA students from MMBA 203 (Marketing Management) class were divided into two

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 | | | | | |

| | | | | | |
|---|---|---|---|---|---|
| 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

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 Diama for the Opening Prayer



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



Dr. Christopher Allen S. Marquez giving a short message



Dr. Mayvelyn Covita on the Introduction of Lecturers




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"



Mr. Robert Aceret on the Orientation to the Participants




Livelihood Training Proper Wine and Vinegar Making



Awarding of Certificates

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

**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<br>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.

*"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* |

# 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<br>Business and Accountancy Cluster (MBA) |
| **Project Leader:** | Dr. Mayvelyn S. Covita |
| **Project Staff/Members:** | MMBA 203 (Marketing Management) Students<br>Jess Cacho, Carlyn Claire Cera, Eufrecia Lucas, Kyla Padilla, Lovely Grace Paulino, Glovin Reyes, Jenelyn Toluan, Czarina Gaye Tubaran<br><br>COM 338 (Advanced Studies in Entrepreneurship) Students Ms. Sheryl A. Baria, Mrs. Angela C. Garra and Professor Dr. Harrison T. Villanueva |

## Narrative

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.

This activity's target or expected outputs are as follows:

- 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.

The activity started with the registration of the fifteen (15) and eighteen (18)

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.*



*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*





*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*





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



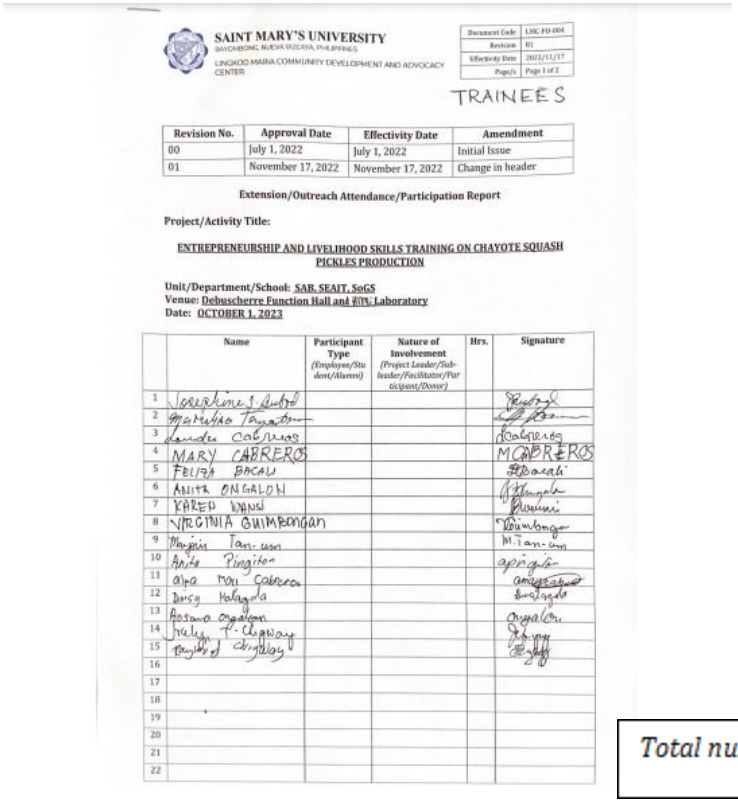


*Post-evaluation by the participants assisted by the MBA facilitators.*





*Photo ops of the participants and facilitators.*



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

| Document Code | LSC-FO-004 |
|---|---|
| Revision | 01 |
| Effectivity Date | 2022/11/17 |
| Page/s | Page 1 of 2 |

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**

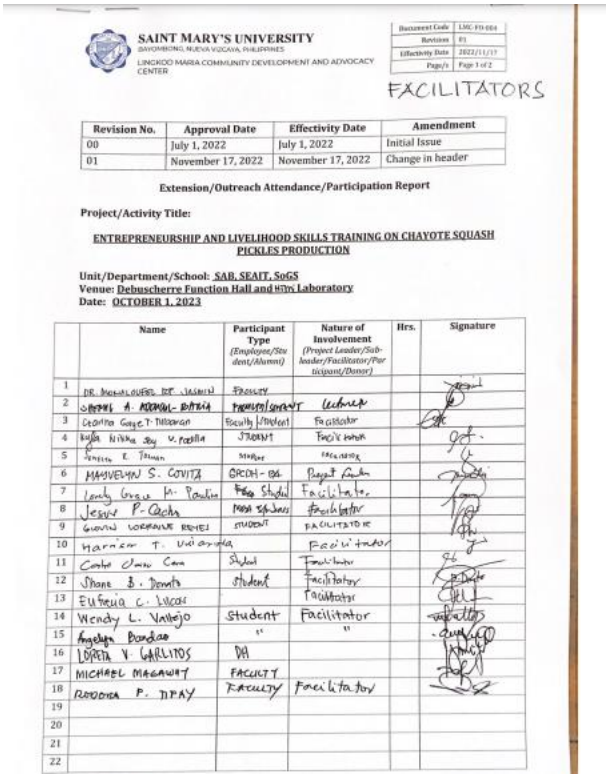
**Project/Activity Title:**

**ENTREPRENEURSHIP AND LIVELIHOOD SKILLS TRAINING ON CHAYOTE SQUASH PICKLES PRODUCTION**

**Unit/Department/School:** SAB, SEAIT, SoGS
**Venue:** Debuscherre Function Hall and 40% Laboratory
**Date:** OCTOBER 1, 2023

| | Name | Participant Type (Employee/Student/Alumni) | Nature of Involvement (Project Leader/Sub-leader/Facilitator/Participant/Donor) | Hrs. | Signature |
|---|---|---|---|---|---|
| 1 | Josephine J. Andrid | | | | |
| 2 | Marietta Tayaban | | | | |
| 3 | Lourdes Cabrinas | | | | |
| 4 | MARY CABRERO | | | | |
| 5 | FELITA BACALI | | | | |
| 6 | ANITA ONGALON | | | | |
| 7 | KARED WANSI | | | | |
| 8 | VIRGINIA GUIMBONGAN | | | | |
| 9 | Marjun Tan-usan | | | | |
| 10 | Anita Pingiten | | | | |
| 11 | alma mai Cabrera | | | | |
| 12 | Daisy Balagola | | | | |
| 13 | Rosario Ongalon | | | | |
| 14 | Julie P. Clemente | | | | |
| 15 | | | | | |
| 16 | | | | | |
| 17 | | | | | |
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| 19 | | | | | |
| 20 | | | | | |
| 21 | | | | | |
| 22 | | | | | |

*Total number of recipients/participants/trainees.*



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

FACILITATORS

| 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:** SAB, SEAIT, SoGS
**Venue:** Debuscherre Function Hall and Hitay Laboratory
**Date:** OCTOBER 1, 2023

| | Name | Participant Type (Employee/Student/Alumni) | Nature of Involvement (Project Leader/Sub-leader/Facilitator/Participant/Donor) | Hrs. | Signature |
|---|---|---|---|---|---|
| 1 | DR. MICHAELOUEEN DEE JASMIN | FACULTY | | | |
| 2 | CRISTINA A. ACUNDAL-BATISTA | FACULTY/STAFF | Lecturer | | |
| 3 | Cecilia Gaye T. Tillaman | Faculty/Student | Facilitator | | |
| 4 | Kayla Nikka Joy V. Padilla | STUDENT | Facilitator | | |
| 5 | Jenelyn R. Toluan | Student | Facilitator | | |
| 6 | MAGIVELYN S. COVITA | GRCDH-DA | Project Leader | | |
| 7 | Lovely Grace M. Paulino | Food Student | Facilitator | | |
| 8 | Jessie P. Quiña | Food Student | Facilitator | | |
| 9 | GLADYS LORRAINE REYES | STUDENT | FACILITATOR | | |
| 10 | Marian T. Villanueva | | Facilitator | | |
| 11 | Carla Jane Cam | Student | Facilitator | | |
| 12 | Shane B. Donato | Student | Facilitator | | |
| 13 | Eufrelia C. Licar | | Facilitator | | |
| 14 | Wendy L. Vallejo | Student | Facilitator | | |
| 15 | Angelyn Bandao | " | " | | |
| 16 | LORETA V. GARLITOS | DH | | | |
| 17 | MICHAEL MAGAWAY | FACULTY | | | |
| 18 | RHODORA P. DIPAY | FACULTY | Facilitator | | |
| 19 | | | | | |
| 20 | | | | | |
| 21 | | | | | |
| 22 | | | | | |

**EVALUATION FOR THE SEMINAR "CHAYOTE SQUASH PICKELS "**

| | 1 | 2 | 3 | 4 | 5 | N/A |
|---|---|---|---|---|---|---|
| Criteria | | | | | | |
| 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 | | | | 1 | 11 | |
| 3.Time Management | | | | 1 | 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?**
Kasano mi nga ilako diay produkto mi.
How to start a Business
All parts
How to manage our product (business) and how to improve
Kung paano magnegosyo
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 pickels maganda ang pagdiscuss naintindihan namin
Explaining about business
Mang inprove nu kas ano nga mapasayaat ti maysa 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 maiprocess ang chayote squash pickels
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* |

## 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<br>Mr. John Michael C. Ibarra – HTM Dept. Head<br>HTM Faculty & Staff<br><br>Student Leaders of PASOA-SMU Chapter & JTHMAP-SMU Chapter |

**Narrative**

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.

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.

**Documentations**







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

## 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<br>Mr. John Lindy R. Soriano-SAB<br>Mrs. Sheryl A. Baria-SAB<br>Mr. Brian Baristo-STEH<br>Mr. Shane B. Donato-SABCC Governor<br>Mr. Kerwin Bayot-STEH<br>Mrs. Pearl A. Coballes-STEH |

**Narrative**

**LOOK:Candidates for the Search for Mr. and Ms. School of Accountancy and Business joined an Outreach Program and Seminar on Financial Literacy**

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.

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.

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).

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,

facilitated the open forum. Mr. Samuel B. Damayon, 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.

**Documentation**








| | |
|---|---|
| **Prepared by:** | ***RODORA P. TIPAY****, Extension Coordinator-SAB* |
| **Date Submitted:** | *August 15, 2023* |

# 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,<br>Mr. Tristan Jay C. Cabreros, 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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## Documentations







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

# 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<br>Dr. Mayvelyn S. Covita<br>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 **z**ero-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)**

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 W**ebinar 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.

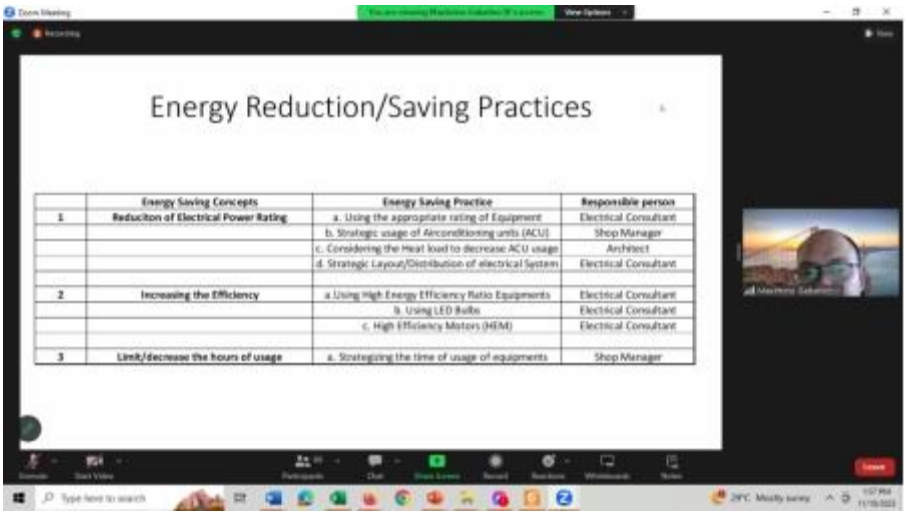
Topic 1: Lecture on the Energy Saving Practices

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

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

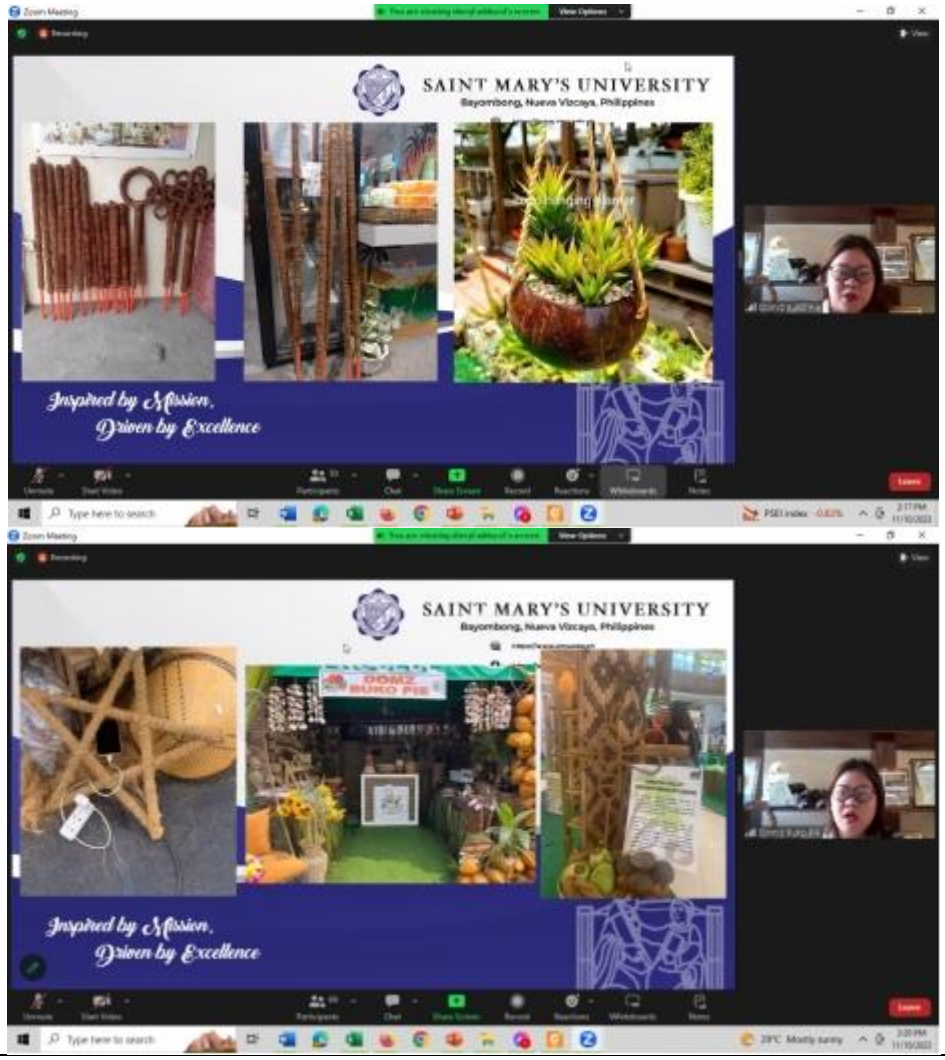
Engr. Maximino C. Gabatino III, Technical Staff, Research and Development, Planning and Energy Trading, Nueva Vizcaya Electric Cooperative (NUVELCO) discussed the topic Energy Saving Practices. His topic covered the breakdown of electric bill, simplified computation for Energy, advocacy on green energy, 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.



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

Ms. Jennelyn A. Pauig, Owner-Manager, Dom'z 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).






**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.




Transformation to Green Manufacturing
Green Manufacturing
Green Energy
Green Processes
Green Products
Green initiatives in the power sector have the maximum impact on reducing CO2 emissions followed by transportation and then the industrial sector


Green Manufacturing Concept Cycle
Green Manufacturing


Examples of Green Initiatives
Solar Panels
Wind Farms
Hydro Electric Plantsv
Biomass Fuels


Examples of Green Initiatives
EURO 2
EURO 4
Vehicle Fuel
Electric Car


Examples of Green Initiatives
Sustainable Agriculture
Organic based fertilizers
Organic Agriculture
Re-Planting


Examples of Green Initiatives
Reduced and Recyclable
Eco Friendly Packaging
Watewaste Treatment
Decomposing/Recycling

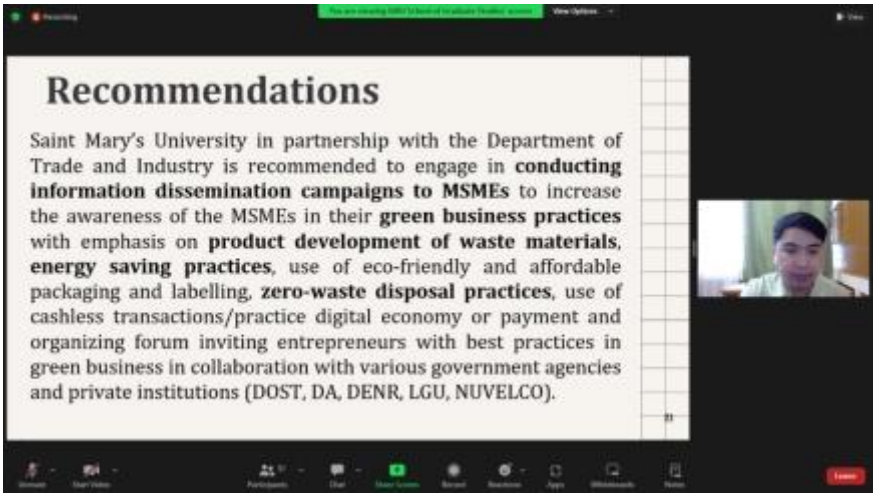



**Topic 4: Sharing of Green Business Practices, Challenges and Prospects: A SMU-DTI Engagement research**

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).






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.

## Documentation




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

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







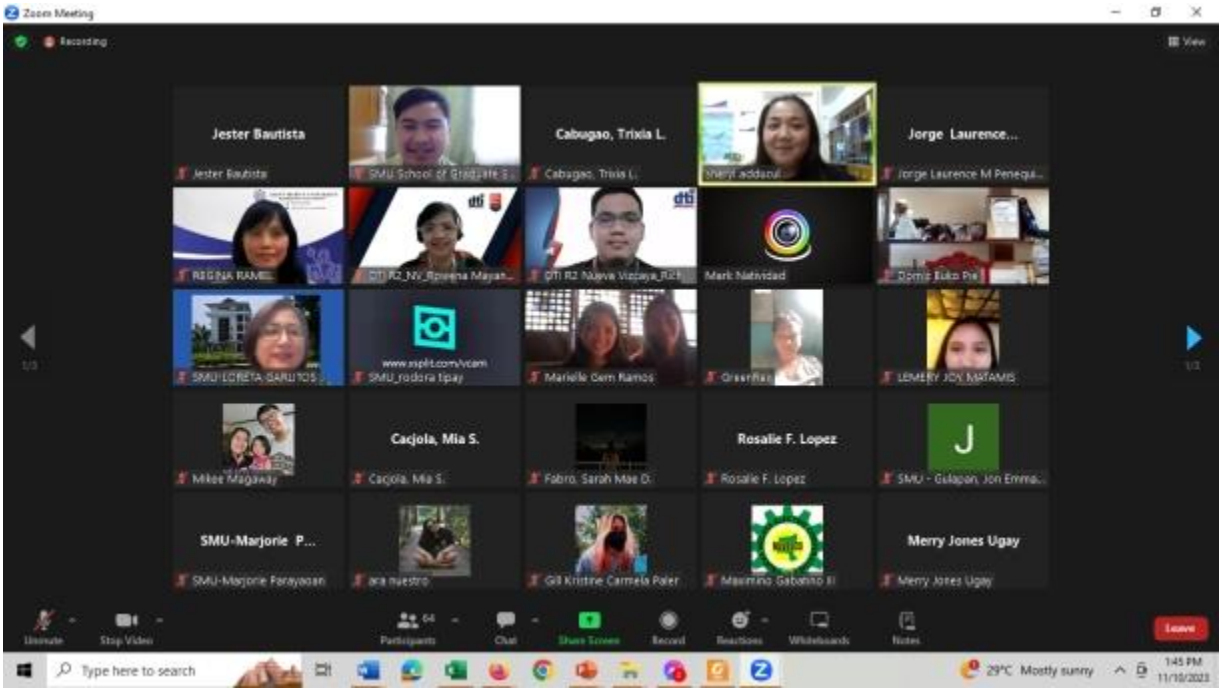


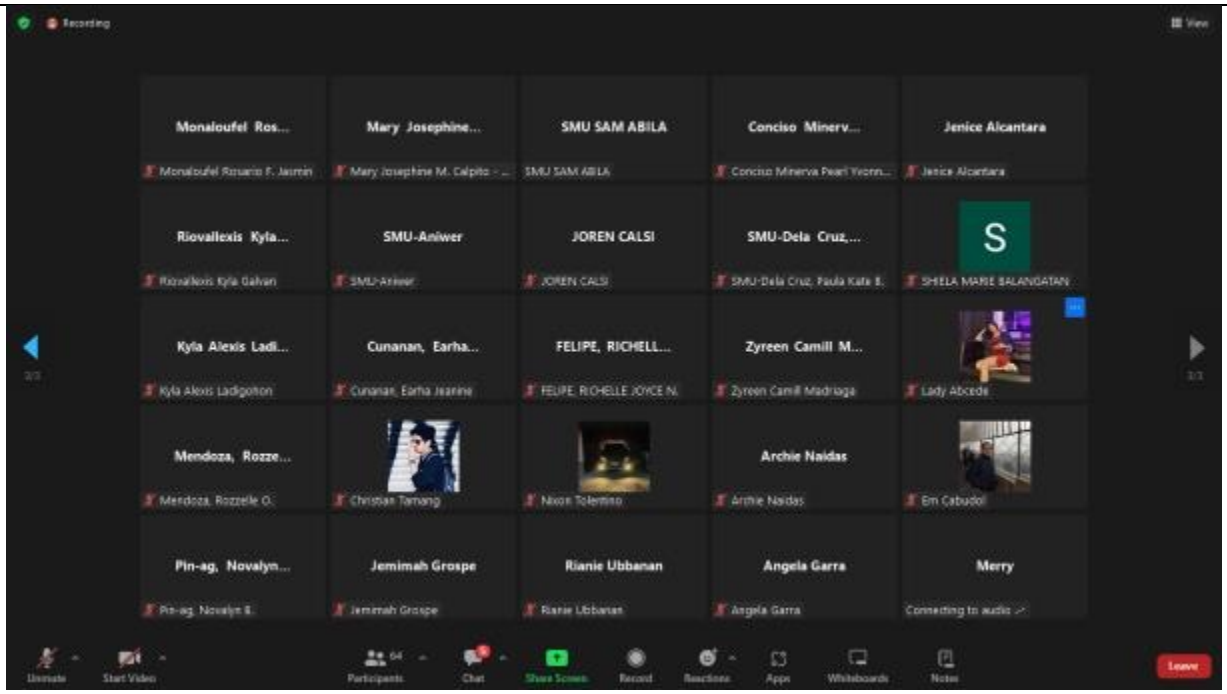


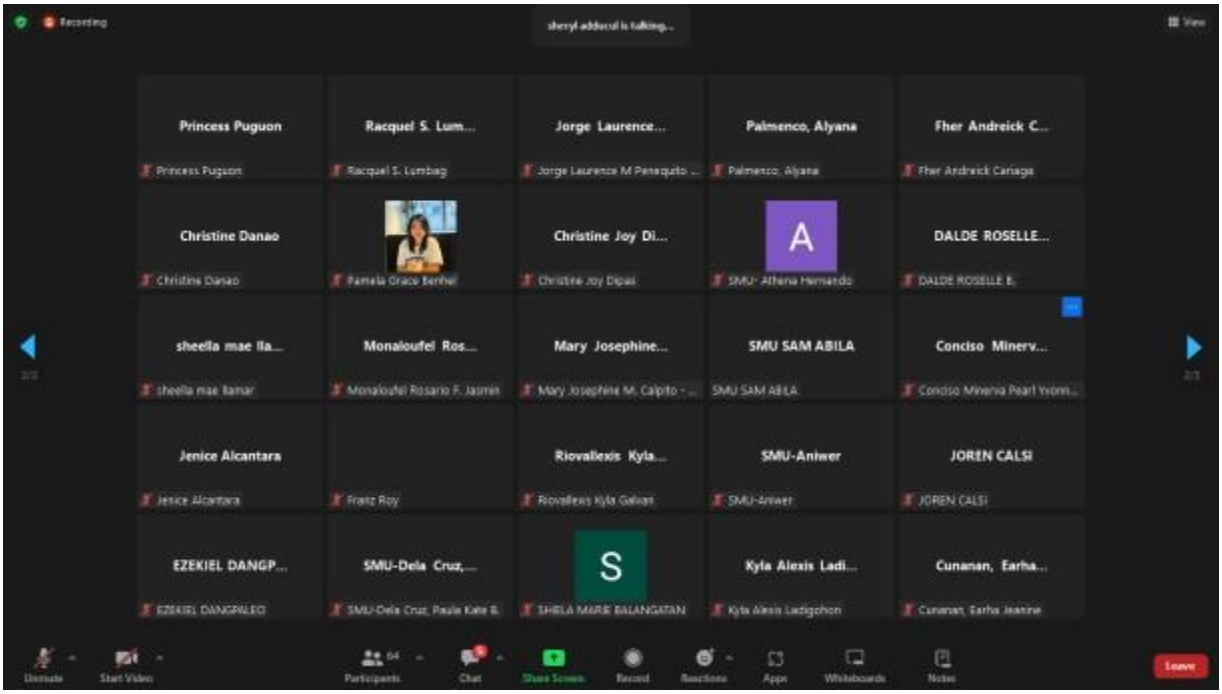

The resource speakers of the Webinar on Entrepreneurs for the Environment: Leading the Green Revolution.




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






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




Program of the Webinar

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

# Adopt a Tourist Spot;Mangkeleb Hill

| | |
|---|---|
| **Project Title:** | **ADOPT – A – TOURIST MANGKELLEB HIILL (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<br>HTM Dept. Head – Mr. John Michael C. Ibarra<br>THC 7 (Tourism and Hospitality Marketing), TPC 3 (Sustainable Tourism), TMPE 7 (Ecotourism) Students<br><br>JTHMAP-SMU Chapter Officers |

## Narrative

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.

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. Costalesd 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

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**









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

# Adopt a Tourist Spot: Batad Banaue Ifugao

| | |
|---|---|
| **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<br>Windell Marie Colobong<br>Jesusa Ana Maria F. Jacalne |

## Narrative

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.

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.

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.

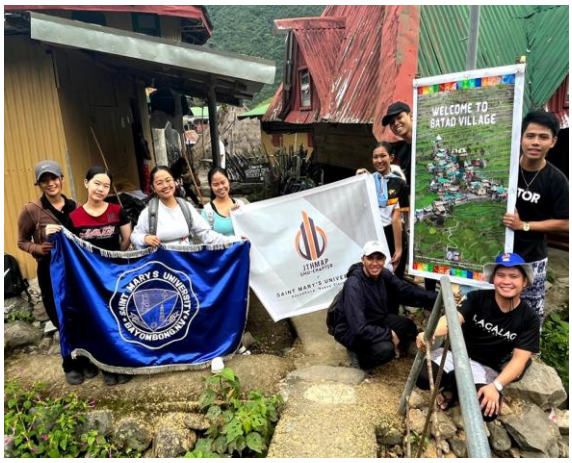
On November 19, a momentous event happened today. SMU-HTM and LGU Banaue-BLGU of Batad signed a Memorandum of Agreement (MOA) for the project: Adopt-a-Tourist Site, a community extension program of the Hospitality and Tourism Management Department that promotes further development, preservation and sustainability to the adopted site.

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,

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**


















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

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

| | |
|---|---|
| **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<br>Dr. Analyn A. Guevara<br>Dr. Haydee James |

**Narrative**

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.

Opening Session:

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.

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.

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.

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

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:

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



Topic 3: Physical Security Controls



Topic 4: Asset Management Control Security












SAINT MARY'S UNIVERSITY
SCHOOL OF GRADUATE STUDIES
Engineering and Information Technology Cluster

CERTIFICATE OF APPRECIATION
This certificate is proudly presented to

ERYLLE RAMOS

In grateful appreciation for sharing his expertise as a Resource Speal during the conduct of the seminar entitled "Seminar on Compu Security: A Community Service Learning."

Given this 25th day of November, 2023 at Saint Mary's Universi Bayombong, and Nueva Vizcaya.

DR. ARLENE L. TABAQUERO
Dean, School of Graduate Studies

DR. ADONIS V. GARCES
Graduate Program Cluster Department H

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MARK IAN BILLEDO, JR

In grateful appreciation for sharing his expertise as a Resource Speaker during the conduct of the seminar entitled "Seminar on Computer Security: A Community Service Learning."

Given this 25th day of November, 2023 at Saint Mary's University, Bayombong, and Nueva Vizcaya.

DR. ARLENE L. TABAQUERO
Dean, School of Graduate Studies

DR. ADONIS V. GARCES
Graduate Program Cluster Department Head

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Engineering and Information Technology Cluster

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RENIEL CATUBAY

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DR. ARLENE L. TABAQUERO
Dean, School of Graduate Studies

DR. ADONIS V. GARCES
Graduate Program Cluster Department

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SCHOOL OF GRADUATE STUDIES
Engineering and Information Technology Cluster

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This certificate is proudly presented to

RUZSIEL CULIAT

In grateful appreciation for sharing his expertise as a Resource Speaker during the conduct of the seminar entitled "Seminar on Computer Security: A Community Service Learning."

Given this 25th day of November, 2023 at Saint Mary's University, Bayombong, and Nueva Vizcaya.

DR. ARLENE L. TABAQUERO
Dean, School of Graduate Studies

DR. ADONIS V. GARCES
Graduate Program Cluster Department Head

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

| | | |
|---|---|---|
| 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 | Dr. Adonis V. Garces |
| 8:30 – 10:45 | Seminar Proper | |
| 10:45 – 10:55 | Open forum | Ms. Edrylle Ramos |
| 10:55 – 11:00 | Awarding of Certificate | Mr. Mark Ian Billedo |
| | Closing Remark | Ms. Ruzsiel Culiat |

Master of Ceremony
Reniel Catubay




| | |
|---|---|
| **Prepared by:** | *Dr. Adonis Garces* |
| **Date Submitted:** | January 18, 2024 |

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

| | |
|---|---|
| **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<br>Regina Ramel |

## Narrative

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.

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.

## Documentation



# Livelihood Skills Training on Bookkeeping (PaBOOKas) & Fish Ball Making

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

## Documentation







| | |
|---|---|
| **Prepared by:** | |
| **Date Submitted:** | |

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

| | |
|---|---|
| **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<br>Dr. Analyn A. Guevara<br>Dr. Haydee James |

**Narrative**

Introduction:

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.

Opening Session:

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.

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.

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.

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,

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: nadequate 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

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

throughout the development life cycle.

Closing Session:

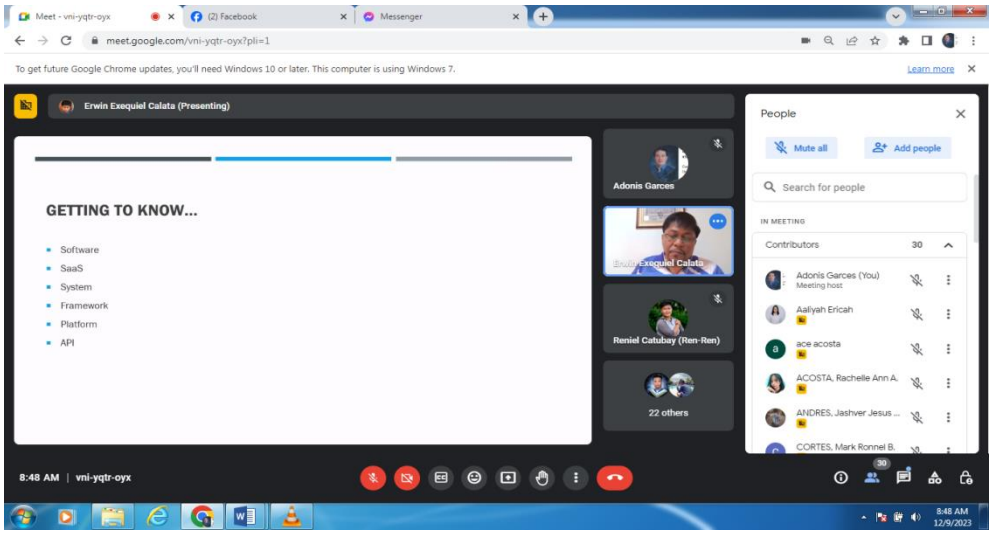
The seminar concluded with an open forum to address questions from the audience. The resource speaker provided valuable insights into potential solutions and best practices for mitigating the identified challenges. The closing remarks expressed gratitude to the speakers, sponsors, and participants for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

Conclusion:

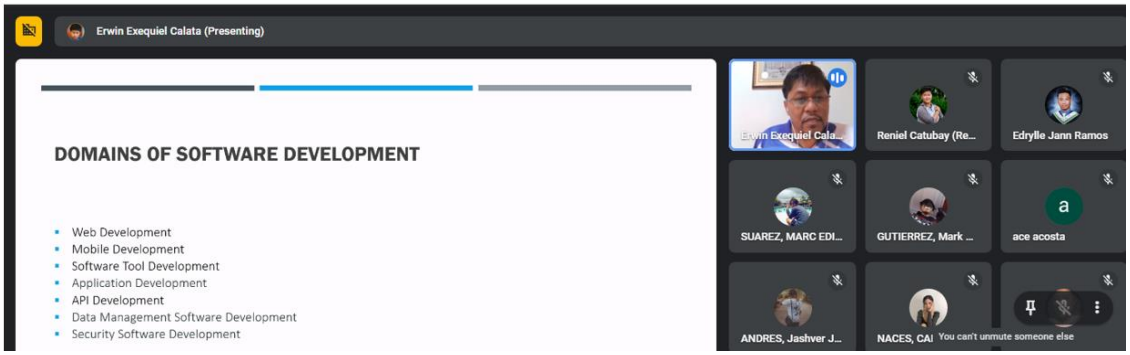
The Seminar on Software Development provided a comprehensive exploration of the issues, problems, and challenges faced by the software development industry. Participants gained valuable insights, shared experiences, and built connections with professionals in the field. The event served as a platform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

**Documentation**

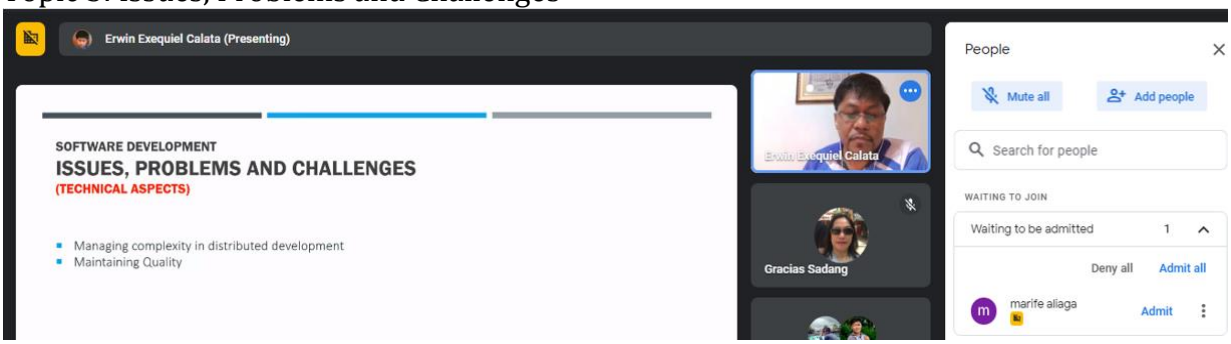
Topic 1: Introduction to Software Development



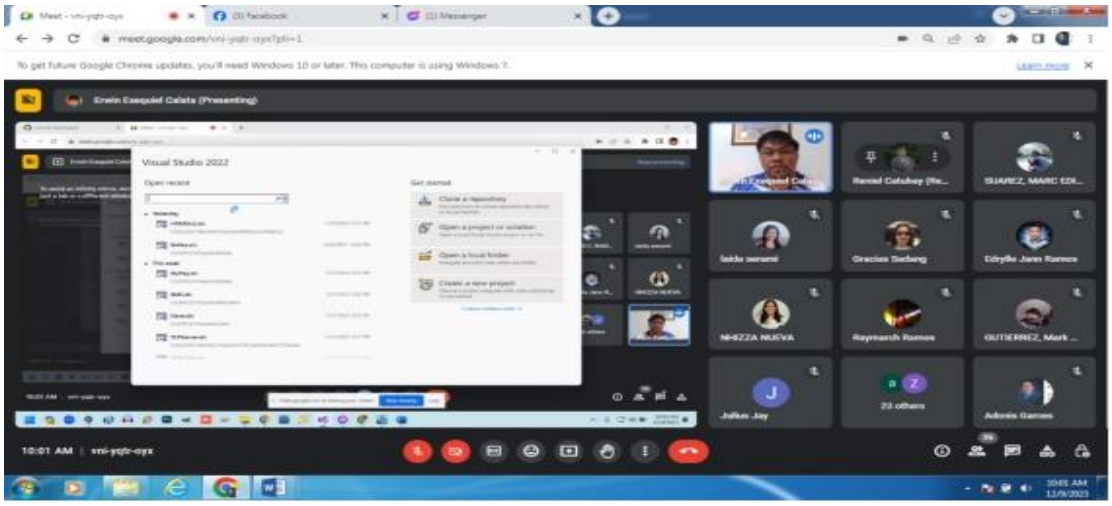
Topic 2: Domains of Software Development

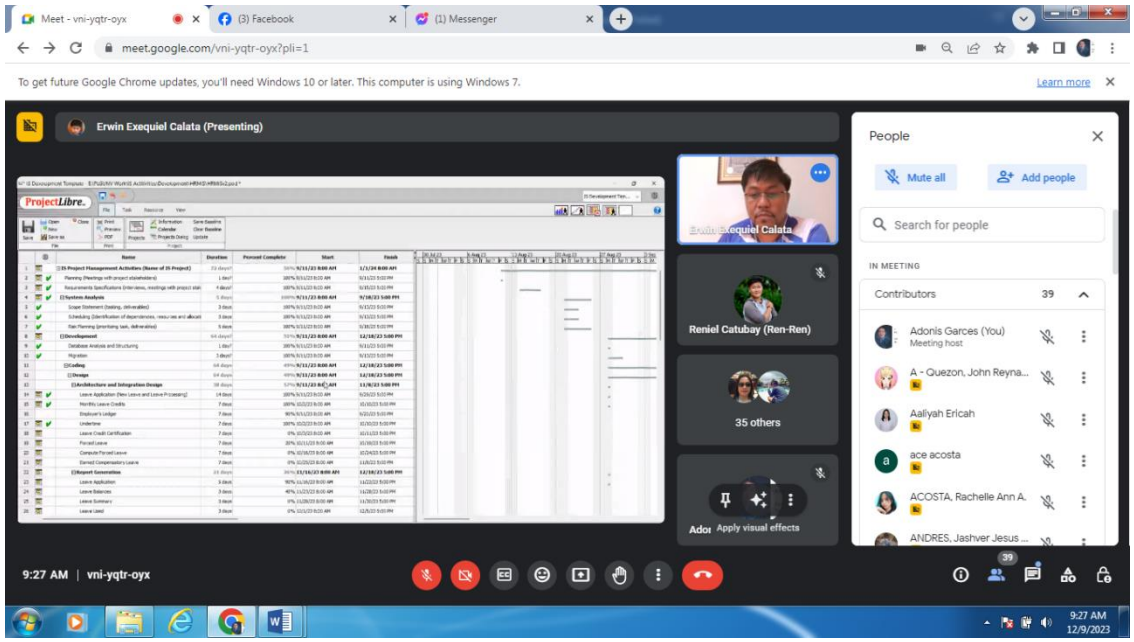


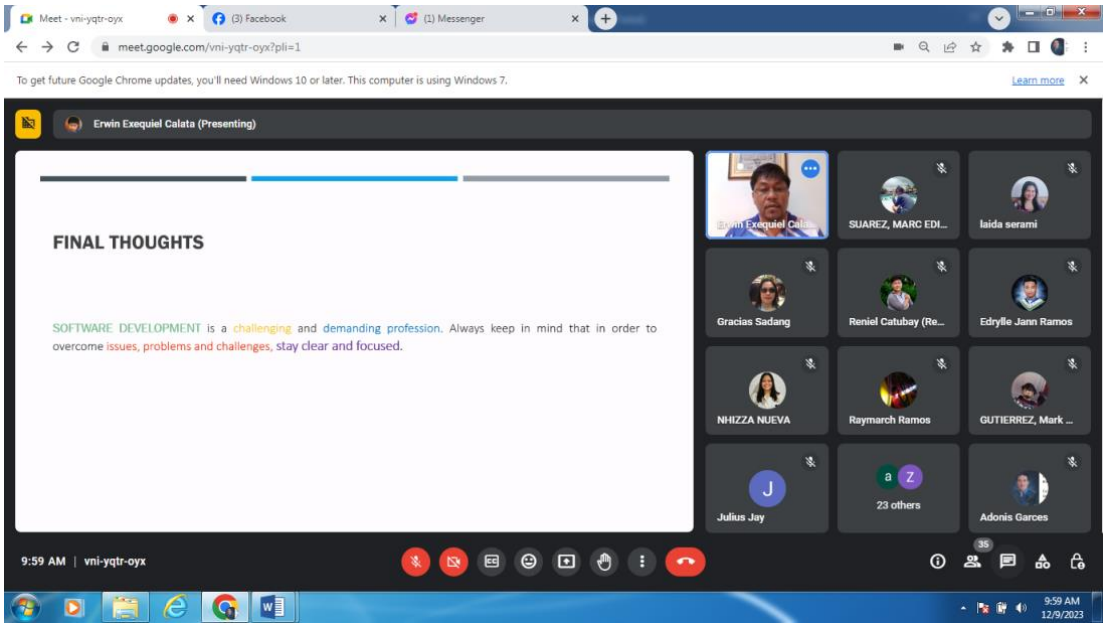

Topic 3: Issues, Problems and Challenges




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




Meet - vni-yqtr-oyx
(3) Facebook
(1) Messenger
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)
People
Mute all
Add people
Search for people
IN MEETING
Contributors 39
Adonis Garces (You)
Meeting host
A - Quezon, John Reyna...
Aaliyah Erlcah
ace acosta
ACOSTA, Rachelle Ann A.
ANDRES, Jashver Jesus ...
Reniel Catubay (Ren-Ren)
35 others
Apply visual effects
9:27 AM | vni-yqtr-oyx
9:27 AM
12/9/2023


Meet - vni-yqtr-oyx
(3) Facebook
(1) Messenger
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.
SUAREZ, MARC EDI...
laida serami
Gracias Sadang
Reniel Catubay (Re...
Edrylle Jann Ramos
NHIZZA NUEVA
Raymarch Ramos
GUTIERREZ, Mark ...
Julius Jay
23 others
Adonis Garces
9:59 AM | vni-yqtr-oyx
9:59 AM
12/9/2023

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





SAINT MARY'S UNIVERSITY
SCHOOL OF GRADUATE STUDIES
Engineering and Information Technology Cluster

CERTIFICATE OF APPRECIATION

ERWIN EXEQUIEL P. CALATA

In grateful appreciation for sharing his expertise as a Resource Speaker during the conduct of the seminar entitled "Seminar on Software Development: Its Issues, Problems and Challenges.

Given this 9th day of December, 2023 at Saint Mary's University, Bayombong, and Nueva Vizcaya.

DR. ARLENE L. BAQUERO
Dean, School of Graduate Studies

DR. ADONIS V. GARCES
Graduate Program Cluster Department Head

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

# 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<br>Jesusa Ana Maria F. Jacalne<br>Samuel Damayon |

## Narrative

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.

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, supervized 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.

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.

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.

## Documentation



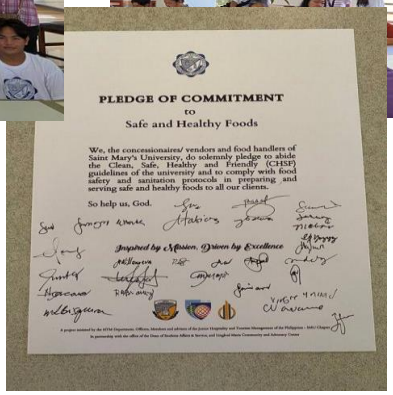













| | |
|---|---|
| **Prepared by:** | *Tristan Jay Cabreros* |
| **Date Submitted:** | |

**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

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*

**Documentation**




UTILITY BOX
KOTEN








INSTITUTE OF INTEGRATED ELECTRICAL ENGINEERS
COUNCIL OF STUDENT CHAPTER









| | |
|---|---|
| **Prepared by:** | *Engr. Candido Joseph T. Rosario Jr.*<br>*SEAIT CDA Coordinator* |
| **Date Submitted:** | January 12, 2024 |

## 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.<br>Mrs. Pedelina Bulligan<br>Miss Laurice Kaye Laguinday<br>Arch. Giancarlo Cenon Mendoza |

**Narrative**

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).

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.

Next step is the purchase and turn over of the construction material to be assisted by the School of Teacher Education and Humanities

**Documentation**









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|---|---|
| **Prepared by:** | |
| **Date Submitted:** | |

# SHS Sunday Fellowship at Ipil-Cuneg

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|---|---|
| **Project Title:** | Sunday Fellowship @Ipil-Cuneg Sts. Peter and Paul Chapel |
| **Date:** | June 18, 2023 |
| **Time:** | 4:00-5:00pm |
| **Team Composition:** | CDA SHS<br>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.

## Documentation








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


SHS SOCIO-PASTORAL EVANGELIZATION
SHS SOCIO-PASTORAL EVANGELIZATION
SHS SOCIO-PASTORAL EVANGELIZATION



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

| **Prepared by:** | *Pedelina D. Bulligan* |
|---|---|

## 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<br>October 5, 12, 19, 26, and 27, 2023<br>Nov. 9, 2023 |
| **Time:** | 6:00-7:30 pm |
| **Team Composition:** | ▪ Faculty, Department of Psychology, Social Work, and Human Services, School of Teacher Education and Humanities<br>▪ Faculty and Students, Teacher Education & Humanities Cluster, School of Graduate Studies<br>▪ Guidance Counselors, Guidance & Testing Office<br>▪ IDQAO Personnel |
| **Project Leader:** | Pearl Via S. Coballes, RGC, RPm |
| **Project Staff/Members:** | Group Facilitators – Employees and Graduate Students<br>1. Kristine Ann L. Israel, RGC, RPm (Employee)<br>2. Reiner B. Dulawan, RGC, RPm (Employee)<br>3. May Juliet S. Palina, RGC, RPm (Employee)<br>4. Leslie Doris M. Divina, RGC, RPm (Employee)<br>5. Priscilla Bangad, RGC (Employee)<br>6. Bryant M. Soliven, RGC (Employee)<br>7. Ruby Lyn Nuestro, RGC (Employee)<br>8. Alona C. Costales, RGC (Employee)<br>9. John G. Tayaban, RPsy, RPm (Employee)<br>10. Edwin Edilberto N. Mania, RGC (Employee)<br>11. Florrizza Lorraine B. Galamay, RPm (Employee/MAED GC Student)<br>12. Galo Augustine R. Nuestro (Employee)<br>13. Alfredo Julio Montoya (Employee)<br>14. Decyrie Eve Viloria<br>15. Berlyn Pihulon<br>16. Mayline Limmapa, RPm (Employee/MAED GC student)<br>17. Richelle Francisco, RPm (Employee/MAED GC student)<br>18. Marc Gail Cornejo, RPm (Employee/MAED GC student)<br>19. Karen Taquiling, RPM (MAED GC student)<br>20. Ivy Cay-uhen (MAED GC student)<br>21. Earl John Rala (MAED GC student)<br>22. Jaye Anne Buhle (MAED GC student)<br>23. Rahmilyne Bumulo (MAED GC student) |

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

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 he 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.

**Documentation**

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







September 14, 2023: Orientation and Pre-program Survey













September 21, 2023: Module 1 (Kalakasan)









September 28, 2023: Module 2 (Katawan)










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






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






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







Oct. 26, 2023: Module 6 (Kinabukasan)






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



Graduation Program




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<br>Technology and Livelihood Education<br>The 21st Century MAPEH in Action<br>Essential English 8<br>Kayamanan 8<br>Science and Technology for the 21st Century Learners 8<br>Technology and Livelihood Education 8<br>Next Century Mathematics 8<br>Pinagyamang Pluma 8<br>Carrying on the Mission of God 8<br>Pinagyamang Pluma 9<br>Science and Technology for the 21st Century Learners 9<br>Next Century Mathematics 9<br>The 21st Century MAPEH in Action 9<br>Paglinang sa Kasaysayan 9<br>Essential English 9<br>Carrying on the Mission of God 9 |
| Pearl Via Coballes | Inferno<br>The Kennedy Moment |

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

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

The donors of the books donated to the NVPJ









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.



November 9, 2023: Post-survey







| | |
|---|---|
| **Prepared by:** | *Pearl Via S. Coballes* |
| **Date Submitted:** | *Feb. 1, 2024* |

# 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

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.

## Documentation







| | |
|---|---|
| **Prepared by:** | JOY D. BALAWA |
| **Date Submitted:** | January 10, 2024 |

# 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

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.

## Documentation





| | |
|---|---|
| **Prepared by:** | JOY D. BALAWA |
| **Date Submitted:** | January 10, 2024 |

## 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<br>Dan Del Rosario<br>Arnold Villier Villanoza<br>Pedelina Bulligan |

**Narrative**

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.

**Documentation**








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

# 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<br>Diwata Donato<br>Rheena Niña Salinas<br>Jones Liwan |

## Narrative

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.

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

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**




















SANGGUNIANG KABATAAN CAPACITATION
SEMINAR AND FORUM




SANGGUNIANG KAB
SEMINAR









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

# 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

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.

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.

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.

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.

The activity was participated by 12 faculty members and 24 students from the School of Teacher Education and Humanities.

## Documentation


PDL


BJMP


PDL


BJMP


BJMP
















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

# 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<br>Giancarlo Cenon Mendoza<br>Laurice Kaye Laguinday<br>Jojilyn Anoche |

## Narrative

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.

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 andpurchased 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 Anoche, 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.

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.

## Documentation









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

# 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.<br>Balawa, Joy D.<br>Bibas, Gemmalyn G.<br>Burgos, Louie B.<br>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














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

# Takbokasyon 2023

| | |
|---|---|
| **Project Title:** | Takbokasyon |
| **Date:** | November 29, 2023 |
| **Time:** | |
| **Team Composition:** | |
| **Project Leader:** | |
| **Project Staff/Members:** | CFED Department |

## Narrative

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.

## Documentation











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

**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<br>Dr. Monaloufel Rosario F. Jasmin – Project Member/Donor<br>Mrs. Angela C. Garra- Project Member<br>Mrs. Dorilyn C. Tiongson- Project Member /Donor<br>Mrs. Ma. Concepcion T. Jalijali- Project Member /Donor<br>Mrs. Sheryl A. Baria- Project Member /Donor<br>Mr. John Lindy R. Soriano- Project Member /Donor<br>Mr. John Michael C. Ibarra- Project Member<br>Miss Shaen D. Cabacungan-Student BSBA-FM4-Participant |
| **Narrative** | |
| 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. | |
| **Documentation** | |
|  SAB donates 200 pcs. ABM books | |
| **Prepared by:** | *RODORA P. TIPAY* |
| **Date Submitted:** | *August 2, 2023* |

# 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<br>Dr. Analyn A. Guevara<br>Mrs. Donna Bee R. Tominez<br>Mrs. Gloria Vicky A. Antonio<br>Mary Antoinette P. Sagario<br>Arantxa Loise D. Lu-ong<br>Roselyn A. Aginao<br>Mark Jam Capistrano<br>Jennifer Gacad<br>Jane Angela Bicera<br>Mart Jasper G. Antonio<br>Yvonne Bragado<br>Valmin Joy Basilio<br>Mary Joy Liwayan<br>Eden Grace Alipio |

## Narrative

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.

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.

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.

Upon the participants' arrival, the recipients were already gathered and ready for the short

program. Before proceeding, Ms. Jane Angela D. Bicera, 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:

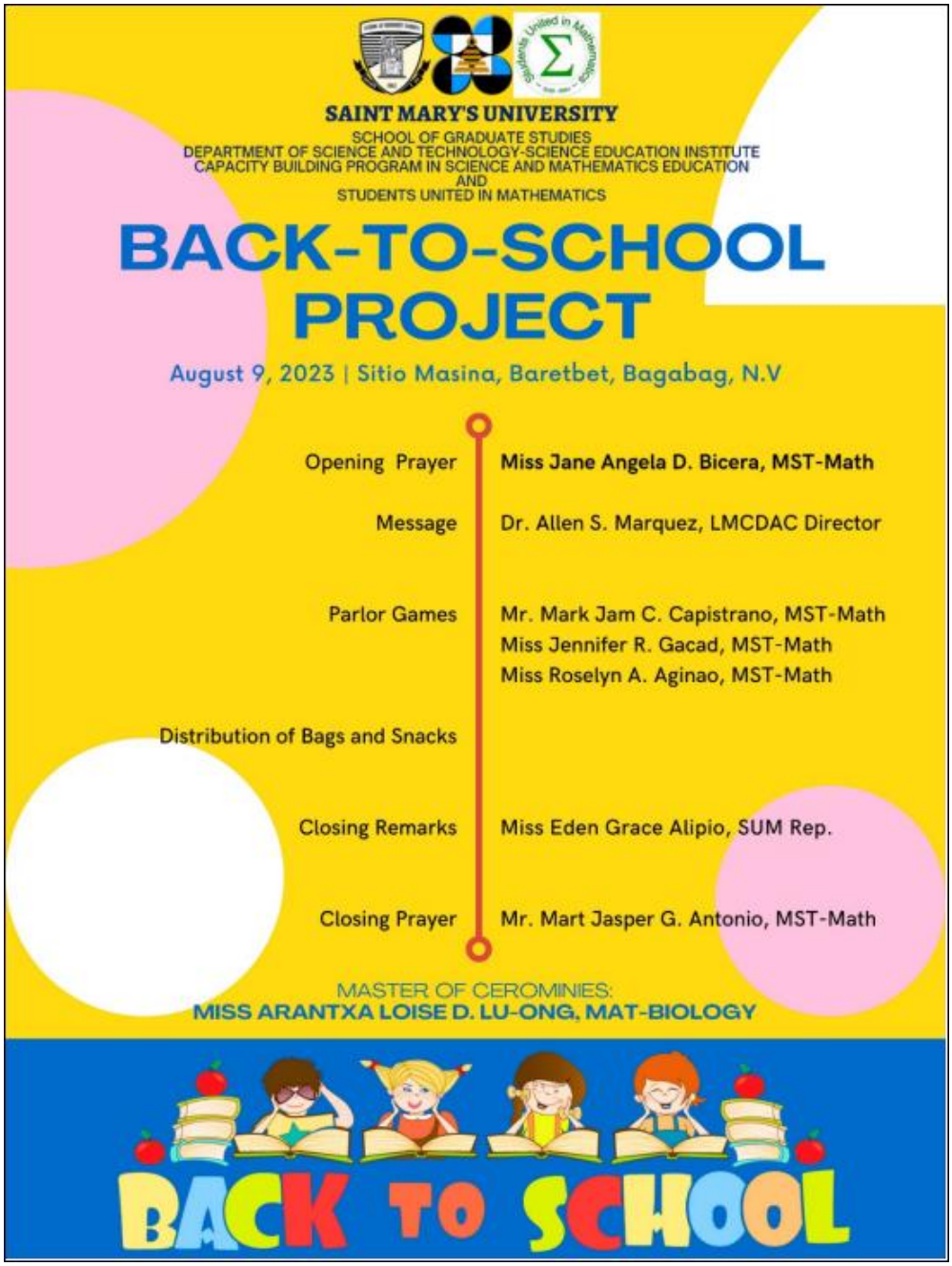
**SCHOOL SUPPLIES:**

Jane Angela D. Bicera
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

## Documentation






















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

| | |
|---|---|
| **Prepared by:** | **DR. MELANIE G. GURAT** |
| **Date Submitted:** | *August 14, 2023* |

## 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<br>Marian Sowers Organization<br>CICM Campus Ministry Volunteer |

**Narrative**

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

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**















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

# 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:** | MAT SS205:<br>Ensign Kevin Mariano, Hanilet Liban<br>May Ann Friaz, Kenneth Sandaga<br>Zandie Navarro, Mary Gleine Cainar<br>Michelle Murayag, Jotham Dulnuan<br>Joannel Gano, Aldwin Gatchalian<br>Romily D. Doctoloero, Alpha Grace Lahing<br>Jones Liwan, Jovelyn Ngi-ngian<br>Marjhun Lampa, Maribel Lino<br>Aldrin Eusebio, Crislee Osting<br>Aljosevan Evangelista, Caryl Calyaen<br>Mannielyn Ragsac, Kevindale Antonio<br>Meijaya Joy Queja, Christine Joy P. Solomon<br>Gilline Marquez, Dhaena Rivera<br>Germain Lyn Dulay<br><br>SoGS: Dr. Arlene L. Tabaquero<br>Dr. Haydee D. James<br>Mrs. Gayler Mercado<br><br>LMCDAC: Dr. Christopher Allen S. Marquez<br><br>CPD Focal Person: Mr. Gerome H. Bautista |
| **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-

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.

**Documentation**





**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.





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



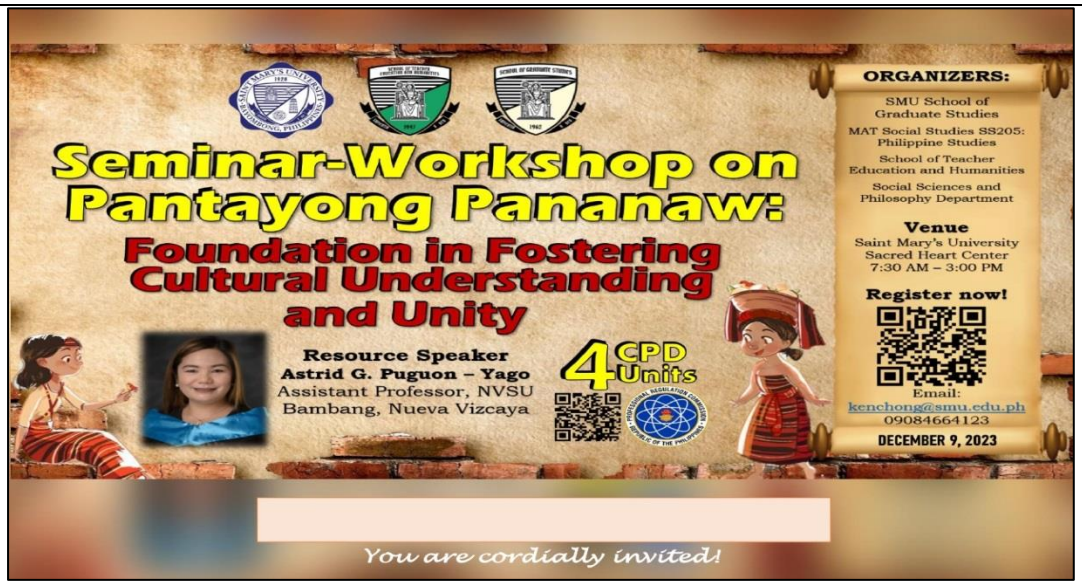

**PASSION MEETS PRECISION:** The incredible organizing team, orchestrating seamless moments for an unforgettable seminar experience.




**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.




## Programme

| Time | Program Parts | Persons Involved |
|---|---|---|
| 7:30-8:00 | Registration | All MAT-SocStud Students and Participants |
| 8:00-8:15 | Preliminaries<br>• Opening Prayer<br>• National Anthem and Vizcaya Hymn<br>• SMU Hymn | **Crislee S. Osting,** *MAT SS Student*<br>**Maribel Lino,** *MAT SS Student*<br>**Multimedia** |
| 8:15 – 8:25 | Opening Remarks and Statement of Purpose | **Kenneth L. Maslang, MAEd**<br>*Faculty, SMU School of Graduate Studies* |
| 8:25 – 8:50 | Inspirational Message | **Haydee D. James, PhD**<br>*TEH Dept. Head, SMU School of Graduate Studies* |
| 8:50-9:00 | Introduction of the Resource Speaker | **Michelle Aira Murayag**<br>*MAT SS Student* |
| 9:00 – 11:00 | Presentation of the Resource Speaker<br>*Topic: Pantayong Pananaw* | **Astrid G. Puguon-Yago, MAT**<br>*Assistant Professor*<br>*Nueva Vizcaya State University*<br>*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**<br>*President, SMU SoGS*<br>*General Student Organization* |

*Mary Glenne C. Cainar*
*Kenneth T. Sandaga*
*Program Hosts*

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

**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.<br>Bugaling, Eva Rose A.<br>Pihulon, Berlyn B.<br>Jubay, Renz Gabriel R.<br>Lucas, Edmark<br>Soliven, Bryant M. |

**Narrative**

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.

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.

**Documentation**








Gift Giving
from SMU Elementary Department









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

**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**

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).

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. Anoche, and the JHS Languages Department, headed by Mrs. Audrey G. Bruno, led to the realization of the event.

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.

Moreover, the books are donations from the students of SMU JHS.

Bringing more excitement to the program was Jollibee's visit which was initiated by Mrs. Fragata as a surprise show.

Expressing their gratitude to SMU JHS, Pawak Elementary School delivered their words of

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:** | *Audrey Bruno* |
| **Date Submitted:** | *January 9, 2024* |

**(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. Anoche/Mrs. Armely A. Morales |

**Narrative**

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.
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.

- AP-TLE & CLHG PLCs
- I-Math & MAPEH PLCs
- Languages PLC
- STAR PLC
- NAP( Staff)

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.

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.

**Documentation**



Packing of goods



A dance number from Pawak children






SMU JHS Faculty Staff Alay Pamaskong Handog Sa Pawak

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

### c. Senior High School

| | |
|---|---|
| **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<br>Lady Valen Dela Peña<br>John Carlo Armando<br>Rachille Francis<br>Rubie Bernardino<br>Mary Joy Agbanlog<br>Rudolph Benito<br>Arnold Villier Villanoza<br>Dan Del Rosario |

**Narrative**

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.

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.

It was such an exciting and memorable event for everyone involved.

**Documentation**










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

### 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<br>Mr. John Lindy R. Soriano<br>Mr. Michael John C. Ibarra<br>Mrs. Dorilyn C. Tiongson<br>Mrs. Rodora P. Tipay |

**Narrative**

SAB- Spreading Blessing and Abundant Bliss!

As the Christmas season approached, the faculty members, staff, and selected students of the School of Acountancy and Business came together to conduct their annual Pamaskong Handog to the residents of Barangay Lupa, Kasibu, Nueva Vizcaya on December 17, 2023.

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.

It is indeed an activity that kindled a sense of compassion and generosity to everyone.

**Documentation**
























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

## 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.<br>Mrs. Biverly Tomas<br>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

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**










S M. PADILLA














| | |
|---|---|
| **Prepared by:** | *Engr. Candido Joseph T. Rosario Jr.*<br>*SEAIT CDA Coordinator* |
| **Date Submitted:** | January 12, 2024 |

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

| | |
|---|---|
| **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<br>Project Members: Department Heads of SHaNS and SoGS, Coordinators, Faculty, and Staff |

**Narrative**

**Rationale**

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.

**Objectives**

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.

**Accomplishments**

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.

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**






## Gift Packing






OPPO A92






**Pamaskong Handog Event**










PAMASKONG HANDOG 2023






WELCOME to
KALAHAN ACADEMY








| | |
|---|---|
| **Prepared by:** | *Joman Baliton* |
| **Date Submitted:** | *January 12, 2024* |

## g. School of Teacher Education and Humanities

| | |
|---|---|
| **Project Title:** | Pamaskong Handog |
| **Date:** | December 10, 2023 |
| **Time:** | 7:30 A.M. |
| **Team Composition:** | |
| **Project Leader:** | |
| **Project Staff/Members:** | Laurice Kaye Laguinday<br>STEH faculty members |

**Narrative**

As the Christmas season approached, each one of us experienced an overwhelming feeling of kindness, love, and giving. Therfore, 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

**Documentation**







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

## h. Criminal Justice Education Department

| | |
|---|---|
| **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<br>Kristelle Anne Jhoyce B. Respicio |

**Narrative**

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.

There were 47 children and 67 households as beneficiaries and they were given gift-packs and toys for the children.

May this season find you among those you love, sharing in the twin glories of generosity and gratitude ✨

Merry Christmas Everyone 🎄

**Documentation**




CARLOS M. PADILLA
GOVERNOR














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

### i. Non-Academic Personnel

| | |
|---|---|
| **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.

**Documentation**
























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|---|---|
| **Prepared by:** | |
| **Date Submitted:** | *January 19, 2024* |

## 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<br>Ma. Socorro M. Calpito<br>Christian Nel R. Dominguez<br>Renz Gabriel R. Jubay<br>Nizza Vivienne B. Pugong<br>Arlene R. Querol<br>Miguel John C. Tolentino<br>Jovita C. Villanueva |

**Narrative**

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.

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.

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.

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.

**Documentation**


AMMOCOCAN ELEMENTARY SCHOOL


READING HUB
MARSHALLA
Jasmin


LTS
Mishow










| | |
|---|---|
| **Prepared by:** | *DOMINGO T. GUNTALILIB JR.* |
| **Date Submitted:** | *January 11, 2024* |

## 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<br>Melanie Gurat<br>Mary Antoinette Sagario<br>SCC officers |

**Narrative**

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.

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.

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.

The activity is a Marian tradition of Christmas, radiating love and compassion in commemoration of the birth of baby Jesus.

**Documentation**














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

## l. Inang Maria Ladies Dormitory

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|---|---|
| **Project Title:** | Handog Pamasko 2023 |
| **Date:** | December 9, 2023 |
| **Time:** | 9:00 Am to 12:30 Pm |
| **Team Composition:** | Dorm Matron<br>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

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<br>2. Mr. & Mrs. Noel Taboy<br>3. Mr. & Mrs. George Ubando<br>4. Mr. & Mrs. Neilbert Yoshiy<br>5. Mr. & Mrs. Franz Yoshiy<br>6. Ms. Hermiflor Valmores<br>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<br><br>Gifts and Prices =Php.3,700.00<br><br>Fare =Php.2,000.00<br><br>Total: Php.10,500.00 |

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

**DOCUMENTATION**

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.



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 |

**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<br>Brent Jericko Narciso<br>Robert Aceret<br>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

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.

**Documentation**

















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

### n. JHS Caroling for a Cause

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|---|---|
| **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 Anoche, Judy Ann Sonday, Jun Van Paritang, Weyalein Liban, Jayson Roda, Francisco Lopez, Genelita Escaros |

**Narrative**

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.

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.
The extension activities are as follows:

- Build a Chruch 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

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.

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.

## Documentation



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| **Prepared by:** | Mr. Christian Jos De Jesus |
| **Date Submitted:** | *January 10, 2024* |

### o. SHS Gift-giving to PDLs of NVPJ

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|---|---|
| **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<br>Pedelina Bulligan<br>Arnold Villier Villanoza<br>Dennis Liday<br>Mary Grace Padilla<br>Mitz Jessica Sanico<br>Rudolph Benito<br>Harold Padilla<br>Dan Del Rosario<br>Charles Ron Capin |

**Narrative**

*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.*

*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.*

**Documentation**




NVPJ
INMATE









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

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

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|---|---|
| **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<br>Vince Errol Lucas<br>Heidee P. Liclican |

**Narrative**

LMCDAC, in partnership with the NSTP Office, conducted synchronous activities at Purok Gonggongob, Cabuluan, Villaverde this August 16, 2023.

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.

A total of 55 bags and other school supplies were prepared in the said outreach activity.

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.

NSTP, together with the Marian Emergency Response Team (MERT), facilitated the checking of the nutritional status of the pupils.

Mrs. Paulino interviewed the community members for potential data to be used for other activities of the office.

Gonggongob is a partner community of Saint Mary's University through the LMCDAC.

## Documentation













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|---|---|
| **Prepared by:** | *Heidee P. Liclican* |
| **Date Submitted:** | *August 16, 2023* |

## q. JHS Outreach at Pawak Elementary School

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|---|---|
| **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)<br>Weyalein Balonquita (MST Club Moderator)<br>Judy Ann F. Sonday (MST Club Co-Moderator)<br><br>Hans Christian Q. Fragata (MST Club President) |
| **Project Staff/Members:** | Jimmy Valdez<br>Vemelyn De Guzman<br>Junior-Van Paritang<br>Shairene Napaod<br>John Ray Vea<br>Jojilyn Anoche<br><br>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, I 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 Anoche. 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.*

*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*** |

**Documentation**




Crayola
CRAYONS
EBERHARD FABER
MONGOL
STABILO
Easywrite
grade 1
Easywrite
grade 4
neo pop






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

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

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|---|---|
| **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<br><br>SCC – Samuel B. Damayon |
| **Project Staff/Members:** | Kerwin Bayot (SSPD) Mabel Mamaoag (Languages)<br><br>Drivers: Dionisio Cadiz, Jr. and Crisel John Gapasin<br><br>BSED SocSt: Zephania B. Ganggangan and Maria Kyla Therese D. Cornejo<br><br>SCC: Jala Angeles, Dwi Messakaraeng, Nathaniel Mosqueda, and MJ Vila<br><br>AFS: Carolina Guasco (Italian), Taichi Hayashi (Japanese), and Adrianna Ixcot (German) |

**Narrative**

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.

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.

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.

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.

**Documentation**





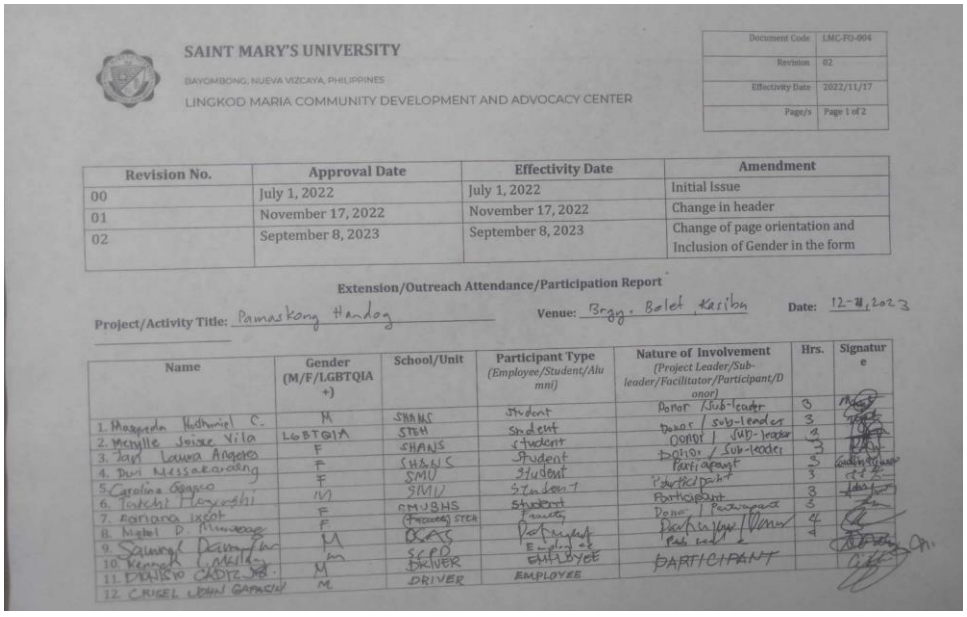












SAINT MARY'S UNIVERSITY
BAYOMBONG, NUEVA VIZCAYA, PHILIPPINES
LINGKOD MARIA COMMUNITY DEVELOPMENT AND ADVOCACY CENTER

| Document Code | LMC-FO-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 | 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. Balet, Kasibu  Date: 12-21, 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. Maggeda Nathaniel C. | M | SHANS | Student | Donor / Sub-leader | 3 | |
| 2. Mercylle Joisse Vila | LGBTQIA | STEM | Student | Donor / Sub-leader | 3 | |
| 3. Jan Laura Angeles | F | SHANS | Student | Donor / Sub-leader | 3 | |
| 4. Dori Messakarading | F | SMU | Student | Participant | 3 | |
| 5. Carolina Gapasin | F | SMU | Student | Participant | 3 | |
| 6. Tinkchi Lagyaoshi | M | SMU | Student | Participant | 3 | |
| 7. Mariana Icot | F | SMUSHS | Student | Participant | 3 | |
| 8. Mabel D. Minsoge | F | (Focusing) STEM | Faculty | Donor / Participant | 4 | |
| 9. Samuel Dumlao | M | BSAS | Participant | Participant | 4 | |
| 10. Kenneth L. Mella | M | SCPD | Employee | Participant | | |
| 11. DENNIS CADIZ JR. | M | DRIVER | EMPLOYEE | PARTICIPANT | | |
| 12. CRUSEL JOHN GAPASIN | M | DRIVER | EMPLOYEE | | | |

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**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 kyla therese d. ortiz | F | SMU | student | participant | | |
| 2. stephania gonggangan | F | SMU | student | participant | | |
| 3. KERWIN N. BAYOT | M | SMU | FACULTY | Participant | | |
| 4. | | | | | | |
| 5. | | | | | | |
| 6. | | | | | | |
| 7. | | | | | | |
| 8. | | | | | | |
| 9. | | | | | | |
| 10. | | | | | | |
| 11. | | | | | | |

BELET CHILD DEVELOPMENT CENTER
Belet, Kasibu, Nueva Vizcaya

| NAME | BIRTHDAY |
|---|---|
| 1. Aeron Jay A. Alindayo | 4-4-2019 |
| 2. Harris Borltire 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
BILET ELEMENTARY SCHOOL

| NAMES | BIRTHDAY | AGE | GRADE |
|---|---|---|---|
| 1. Ambaliwon, Nobert Hallag | 10-08-2016 | 7 | Kindergarten |
| 2. Anacho, Harvey Calingayan | 12-10-2017 | 5 | Kindergarten |
| 3. Buyya, Frinz Jhayniel Pugiuon | 08-23-2018 | 5 | Kindergarten |
| 4. Culhi, 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. Fu agon, Mariano Layuhna | | 7 | Grade I |
| 15. Bandao, Viron Hubbog | | 8 | Grade II |

Prepared by: MERVA U. OLLAGON
Kindergarten Adviser

Donors:

1. School Supplies c/o SMU Student Central Council

2. Umbrella – 30 x 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 = 500

   Total = **4,100**

3. Boots c/o MATSS 205 Class = 15 x 180 = 2,700
   15 x 110 = 1,650
   Total = **4,350**

4. Prices worth **500** c/o Mr. Kerwin Bayot

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

## 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 |

# ANNUAL REPORT

A.Y. 2023-2024

## Lingkod Maria Community Development and Advocacy Center

lmcdac@smu.edu.ph

*Inspired by Mission,*
*Driven by Excellence*

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# Signature Page

Prepared by:

Christopher Allen S. Marquez, PhD
LMCDAC Director

Vince Errol J. Lucas
IP Services Unit In-Charge

Heidee L. Lamoste
Staff

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 University's vision is to form persons exemplifying passion for Christ's mission. In the context of education, it seeks to unify all educational programs, plans, projects, and activities bringing to the fore the CICM flavor in every CICM Higher Educational Institution. Through the LMCDAC, SMU situates Marian teachers and students as one body to extend assistance to needy sectors of society. LMCDAC provides enabling experiences for its faculty, staff, students, and other stakeholders to develop their missionary spirit and demonstrate the passion for transforming the lives of people dominated by poverty, illiteracy, diseases, unemployment, and other forms of disadvantages. When this enabling environment is maximized, the University believes it could form Marians who will become catalysts and facilitators of community development. Hence, the LMCDAC is tasked to develop, facilitate, implement, and manage the University's community development and advocacy programs. To fulfill its commitment to transform people's lives, especially the last, the least, and the lost, LMCDAC conducts and implements activities that empower communities imbued with Christian values.

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,


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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 SaranayProgram, which aims to provide aid and assistance. The program's four components are the Mobile Market, *Talged ken Salun-at, Tarigagay*, and *Tulong-Dunong* 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 Pagadalan was turned over to the Grade School Department. 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


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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 (*Nanumo nga Pagadalan*, 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. 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.

**Personnel**

| Name | Designation | Highest educational attainment |
|---|---|---|
| ***Christopher Allen S. Marquez*** | ***Director*** | ***PhD Educational Management*** |
| ***Vince Errol J. Lucas*** | ***IP Services Unit In-Charge*** | ***MAT English*** |
| ***Heidee P. Liclican-lamoste*** | ***Staff*** | ***BS in Public Administration*** |


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# PART 1: HIGHLIGHT ACCOMPLISHMENT

## I. Excellence

### A. Recognitions/ Awards / Citations / Rankings

| Award | Awarding Body |
|---|---|
| Certificate of Appreciation (Community Engagements) | BLGU Cabuluan |
| Certificate of Appreciation (Community Engagements) | BLGU Baretbet |
| Certificate of Appreciation (Community Engagements) | BLGU Masoc |
| Certificate of Appreciation (Community Engagements) | BLGU Ipil-Cuneg |

## II. Innovation (c/o Vince)

### A. Research Initiatives

a. Research Production

| Researchers | Title | Status |
|---|---|---|
| Christopher Allen S. Marquez<br>Vince Errol J. Lucas<br>Rodora P. Tipay<br>Candido Joseph T. Rosario Jr.,<br>Robert S. Aceret<br>Laurice Kaye P. Laguinday<br>Allan S. Guiab<br>Heidee L. Lamoste | Presence, Implementation, Outcomes and Effectiveness of Community Development and Advocacy Programs of a Private Higher Education Institution | Completed |
| Elsa L. Cajucom<br>Jason Arnold L. Maslang<br>Christopher Allen S. Marquez<br>Cathelyn C. Mariano<br>Aika Fritz Y. Bejosano<br>Julieta A. Villanueva | Water Quality Status of Sitio Masina, Baretbet, Bagabag, Nueva Vizcaya: Its Bacteriological and Physico-Chemical Characteristics | Completed |

B. Faculty, Staff and Student Development

a. Faculty and Staff Activities


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a.1 National Trainings/Seminars

| Name | Activity | Organizer | Nature of Participation | Date and Venue | Reference |
|---|---|---|---|---|---|
| Christopher Allen S. Marquez Vince Errol J. Lucas | Forum on the International Volunteer Service Program: "Strengthening the International Volunteer Service Program thru Partnerships with HEIs | Philippine National Volunteer Service Coordinating Agency (PNVSCA) | Participants | February 15, 2024 via Zoom | Annex A Page 60 |
| Christopher Allen S. Marquez | Advancing IP Rights towards Sustainability | National Coalition on Indigenous Peoples Higher Education (NICHE) | Co-convener | March 06-08, 2024 Baguio Convention Center, Baguio City | Annex A Page 61 |

a.2 Provincial Trainings/Seminars

| Name | Activity | Organizer | Nature of Participation | Date and Venue | Reference |
|---|---|---|---|---|---|
| Christopher Allen S. Marquez | Volunteerism as a Development Strategy in Focus | PLGU Nueva Vizcaya, PNVSCA and NEDA | Participant | February 05, 2024 Ammungan Hall Provincial Capitol, Bayombong, Nueva Vizcaya | Annex A Page 62 |

a.3 Institutional Trainings/Seminars


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| Name | Activity | Organizer | Nature of Participation | Date and Venue | Reference |
|---|---|---|---|---|---|
| Christopher Allen S. Marquez<br>Vince Errol J. Lucas<br>Heidee L. Lamoste<br>Joy D. Balawa<br>Jojilyn L. Anoche<br>Pedelina D. Bulligan<br>Rodora P. Tipay<br>Engr. Candido Joseph T. Rosario, Jr.<br>Robert S. Aceret<br>Laurice Kaye P. Laguinday | Project I-TUDU (IP Education – Teacher Upskilling through Developments in Diversity and Understanding) | Saint Mary's University (SMU) | Organizers | April 24, 2024<br>Sacred Heart Center | Annex B<br>Page 66 |
| Christopher Allen S. Marquez | Research Congress | Saint Mary's University Senior High School | Resource Speaker | April 26, 2024<br>Fr. Cornelius Tonus Gymnasium | Annex A<br>Page 63 |
| Heidee L. Lamoste | Training on Comprehensive Internal Quality Audit based on ISO 19011:2018 guidelines | Saint Mary's University | Participant | February 14-16, 2024<br>Aula Maria & Debusscherre Hall | Annex A<br>Page 64 |

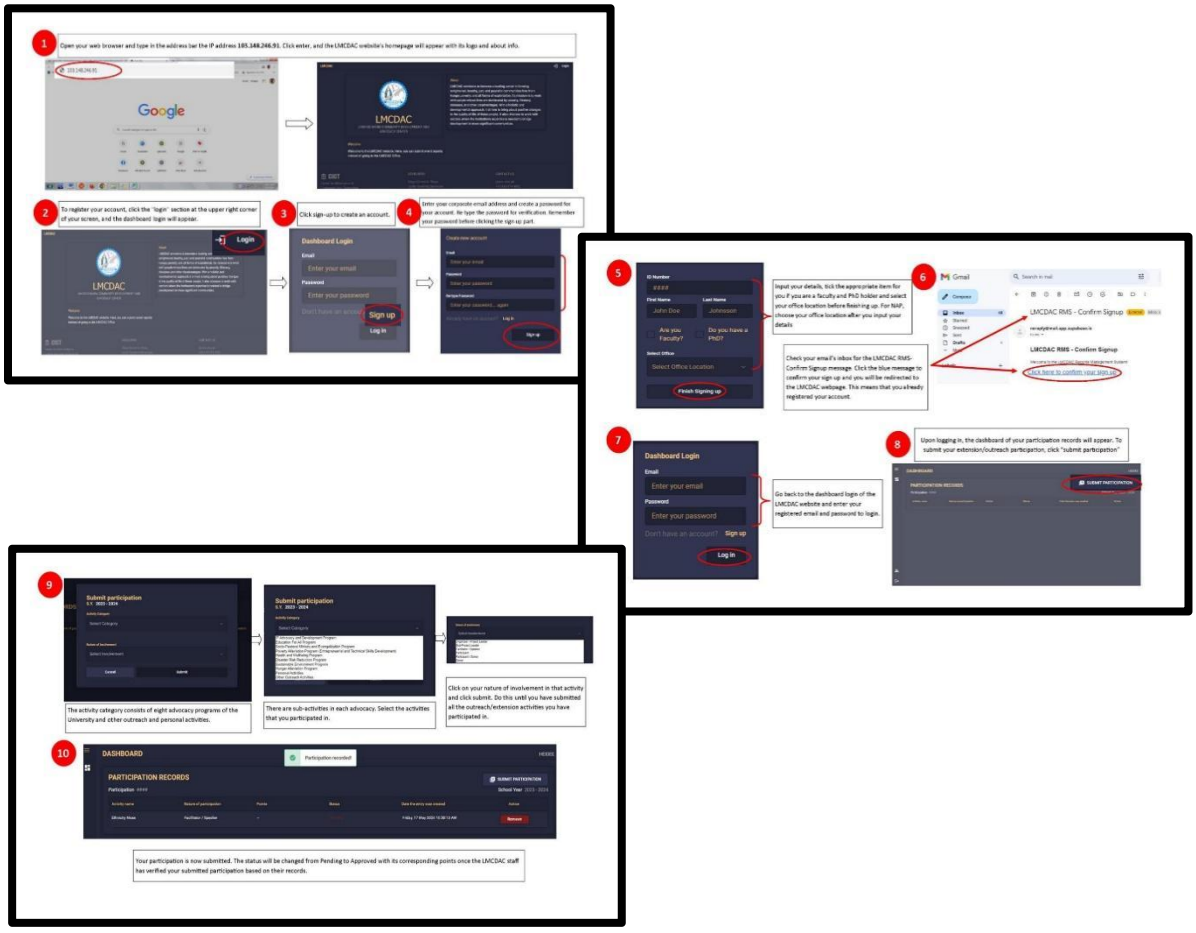
**C. Infrastructure**


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a. ICT

a.1. ICT in management (LMCDAC Records Management System)

The LMCDAC Community Engagement Submission and Archiving Portal was developed to digitize the submission of extension and outreach participation of faculty and staff. It was first developed by a group of student capstone writers from the Information and Technology Department. These were initially developed by Jermaine Calip, Gwen Kyle Gragasa, and Antonette Beatriz J. Vallejos. It was later on re-developed by Mr. Diego Gerard Diego, the Junior Systems Developer of the University. It is a web-based system that allows the faculty and staff to enter and track their involvement in the different institutional advocacy programs. Furthermore, this was developed to address the challenge on archiving and retrieving extension and outreach participations especially for faculty and staff who were requesting clearances and certifications.




## III. Communion



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## A. Linkages

a. National Linkages

| National Partner | Activity |
|---|---|
| Philippine National Volunteer Service Coordinating Agency (PNVSCA) | Memorandum of Agreement (MOA) Signing (March 06, 2024) |
| World Wide Fund for Nature (WWF) | Memorandum of Agreement (MOA) Signing |
| University of the Philippines Los Baños (UPLB) | Memorandum of Understanding Signing |

b. Local Partnerships (c/o Vince)

| Regional Partner | Activity | Date |
|---|---|---|
| Department of Social Welfare and Development (DSWD) Region 02 | Memorandum of Agreement (MOA) Signing | May 28, 2024 |

c. Percentage of faculty /students who engaged in community outreach/extension (c/o LMCDAC)

| A.Y. | Student | Employee |
|---|---|---|
| 2023-2024 | 71.43 | 100 |

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

| | GS* | JHS | SHS | SAB | SEAIT | SHANS | STEH | NSTP | NAP |
|---|---|---|---|---|---|---|---|---|---|
| **A. Product/Service** | | | | | | | | | |
| 1. Usefulness | - | 3.7 | 3.83 | 3.93 | 3.93 | 3.91 | 3.86 | 3.85 | 3.81 |
| 2. Quality | - | 3.68 | 3.78 | 3.89 | 3.94 | 3.93 | 3.82 | 3.88 | 3.71 |
| 3. Delivery | - | 3.70 | 3.76 | 3.85 | 3.89 | 3.93 | 3.84 | 3.90 | 3.75 |
| **B. Representatives** | | | | | | | | | |
| 1. Responsiveness | - | 3.74 | 3.79 | 3.90 | 3.93 | 3.87 | 3.84 | 3.93 | 3.80 |
| 2. Friendliness | - | 3.8 | 3.8 | 3.9 | 3.97 | 3.92 | 3.88 | 3.95 | 3.93 |

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| | | 2 | 3 | 5 | | | | | |
| 3. Preparedness | - | 3.79 | 3.78 | 3.91 | 3.96 | 3.95 | 3.86 | 3.98 | 3.80 |
| **Overall Experience** | - | 3.77 | 3.85 | 3.93 | 3.95 | 3.97 | 3.87 | 4.00 | 3.72 |
| **TOTAL** | - | 3.74 | 3.80 | 3.91 | 3.94 | 3.93 | 3.85 | 3.93 | 3.79 |

*Legend: 1.00 to 1.49 (Very Unsatisfied); 1.50 to 2.49 (Unsatisfied); 2.50 to 3.49 (Satisfied); and 3.50 to 4.00 (Very Satisfied). *No submitted accomplished Community feedback survey form*

## IV. Christ's Mission

### A. Christian Formation

a. Mass sponsorships

| Activity | Date |
|---|---|
| *Linggo ng Likha at Lingkod* 2024 | April 24, 2024 |

b. Recollections

| Activity | Date | Venue |
|---|---|---|
| University Annual Recollection | March | Sacred Heart Center & Fr. Tonus Gymnasium |

### 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. I-TUDU | LMCDAC IP Services Unit In-Charge | Faculty members | - | - | - | - |
| **HUNGER ALLEVIATION PROGRAM** | | | | | | |
| 2. Complementary Feeding Program (with 2nd month monitoring) and Literacy Lessons | STEH | Pupils of Villa Par Pale ES | 44 | - | 82,800.00 | - |
| 3. SHS Feeding Program at Ipil-Cuneg ES | SHS-Research & Languages Dept. | Day care and grade 1-6 pupils of Ipil-Cuneg ES | 98 | - | - | 98 pcs. of lugaw in a cup & juice |
| 4. NAP Feeding Program for Sito Masina residents | NAP | Residents of Sitio Masina | 37 | | - | 37 pcs. lugaw with egg in a cup, bread, & juice. |
| **SUSTAINABLE ENVIRONMENT PROGRAM** | | | | | | |
| 5. JHS Tree Planting and Site Clearing Activity at Masoc, Bayombong, N.V | JHS-DRRM-SSPC | - | - | - | - | Rambutan seedlings |
| 6. GSD Tree Planting at Masoc | GSD | - | - | - | - | 160 fruit bearing trees & 175 non-fruit bearing trees |
| 7. Preparation of SHS Greenhouse and Vegetable Garden | SHS | - | - | 40 | - | - |
| 8. STEH Environmental Restoration | STEH-CFED, ECBS, SUM, MIS | - | - | - | - | - |
| 9. SHS Tree Planting Activity (One Tree, One Student Project) | SHS-Research Dept. | - | - | - | - | 499 guyabano seedlings |
| 10. SEAIT AYAYAM: Outreach Program | SEAIT-Archi | - | - | - | - | 50 fruit bearing trees |


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| Activities | Organizer | Type of Beneficiaries | Total Number of Beneficiaries | Total Number of Donors | Type of Donation | |
|---|---|---|---|---|---|---|
| (Tree Planting & Cleanup Drive at Masoc) | students | | | | | |
| 11. SHS Mobile Laboratory and Vermicomposting | SHS-Science & Technology Dept. * GREEN Warriors Club | Pupils of Ipil-Cuneg ES & elected & appointed brgy. Officials of Ipil-Cuneg | 19 pupils 19 brgy. officials | - | - | - |
| 12. Clean-up Drive CFE 104 (4081) | CFE 104: 4081 class | - | - | - | - | - |
| 13. Clean-up Drive (CFE 5047) | CFE 104: 5047 class | - | - | - | - | - |
| 14. CHSF Brigade (April 3, 2024) | SPCO LMCDAC DSAS | - | - | - | - | - |
| 15. Clean-up Drive CFE (4101) | CFE 104: 4101 class | - | - | - | - | - |
| 16. NSTP Site Clearing | NSTP | - | - | - | - | - |
| 17. Sweeping Gratitute: Honoring our Unsung Heroes CFE 104 (3041) | CFE 104: 3041 class | - | - | - | - | - |
| 18. Unity Drives Cleanliness Towards Marian Community CFE 104 (4091) | CFE 104: 4091 class | - | - | - | - | - |
| 19. SoGS Inventory of Trees and Assessment of Environmental Conditions of a University in NV (outreach research) | SoGS | - | - | - | - | - |
| **DISASTER RISK REDUCTION PROGRAM** | | | | | | |
| 20. SHS Fire Safety Awareness and Basic First Aid (April 20, 2024) | SHERT BFP-Bayombong | Residents of Ipil-Cuneg | 59 | - | - | - |
| **HEALTH AND WELL-BEING PROGRAM** | | | | | | |
| 21. SHANS-CNS Water Analysis at Sitio Masina, Baretbet, Bagabag, N.V | SHANS-CNS LMCDAC | Residents of Sitio Masina | - | - | - | - |


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| Activities | Organizer | Type of Beneficiaries | Total Number of Beneficiaries | Total Number of Donors | Type of Donation | |
|---|---|---|---|---|---|---|
| 22. Medical, Dental and Optical Mission at Don Mariano Marcos, Bayombong, N.V | SHANS-Pharmacy Dept. | Residents of Don Mariano Marcos | | | | Free medical, ental & optical check up and free medicines |
| 23. Run for the Woman | DSAS | Marian students & emloyees | 236 | - | - | - |
| 24. Health Caravan | SHANS Red Cross | NVSU students | 50 | - | - | Free medicines, consultation & tooth extraction |
| 25. Takbo para sa Kalusugan, A Run for a Cause Initiative | SHANS PPHA-NV Chapter GAMMA Clan | Recipients of future medical missions | - | 67 | - | - |
| 26. Medical, Dental and Optical Mission at Vista Alegre Bayombong, N.V | SHANS-Pharmacy Dept. | Residentsof Vista Alegre | 70 | - | - | Free check up and free medicines |
| 27. SHS Cause for Paws: COmmunity Outreach at the Animal Shelter | SHS-Science & Technology Dept. | Cats & Dogs of the Furever Home Animal Shelter | 180 | 22 | 10,250.00 | Cat & dog food, medicines, vitamins & treats & 300 pcs. hollowblocks |
| 28. Eye for the Seniors | SHANS-Pharmacy Dept. | Senior citizens | 16 | 6 | - | Reading glasses, multivatamins |
| 29. SHS Humanist Action for Community Wellbeing | SHS-Humanities & Social Sciences Dept. | Pupils of Ipil-Cuneg ES | 60 | | | 60 bags of School supplies, large books, 6 emergency kits & cleaning materials |
| 30. Medical Mission for Sitio Masina Residents | SHANS | Residents of Sitio Masina | 37 | - | - | Free checkup, medicines & vitamin |
| 31. Sagip-Bantay project | SHS-MCBS | Strat dogs & cats | - | - | - | Cat & dog food |
| 32. NSTP Blood | NSTP, | People in | 68 | - | - | Blood |


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| Activities | Organizer | Type of Beneficiaries | Total Number of Beneficiaries | Total Number of Donors | Type of Donation | |
|---|---|---|---|---|---|---|
| Donation Activity (April 27, 2024) | SPCO, FERA, EU, AAO, LMCDAC, MERT, SHS, SHANS, Redcross-NV | need of blood | | | | donation |
| 33. Medical-Dental-Optical Mission at Brgy. Magsaysay (May 10, 2024) | SHANS-Nursing Dept. | Residents of Magsaysay, Bayombong | 100 | - | - | Free medical, dental, and optical checkup with medicines |
| 34. SMUHSGSAAI Taray and Kinni-Kinni Ammungan 2024 (May 11, 2024) | AAO SMUHSGSAAI | Scholars of the SMUHSGSAAI | 4 | 48 | - | - |
| 35. Abot-Kamay Program at Tiam-Tumaliuan Foundation Headquarters | SHANS HNSCC Tiam-Tumaliuan Foundation | Senior Citizens of Bayombong | 50 | 136 | - | Toothbrush, toothpaste, shampoo & soap |
| 36. MedTeach-Medical Education and Deployment Teaching for Community Health | SHANS-BSMLS | Pupils of Pawak ES | 100 | - | - | 100 hygiene kits, brochures on proper nutrition & IEC on Diabetes Melitus |
| **POVERTY ALLEVIATION PROGRAM** | | | | | | |
| 37. Seminar on Proper Hygiene and Product Costing and Pre-Valenines Gift Giving (with program) at the Prvincial Jail, Capitol Compound, Bayombong, N.V | SAB SABCC | PDLs of Provincial Jail Capitol | 55 | - | - | Hygiene kits |
| 38. SHS Computer Literacy Training to Ipil-Cuneg Brgy. Officials | SHS EdTech Team | Barangay Council of Ipil-Cuneg | 18 | - | - | Capacitation on software application & basic trouble shooting |


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| Activities | Organizer | Type of Beneficiaries | Total Number of Beneficiaries | Total Number of Donors | Type of Donation | |
|---|---|---|---|---|---|---|
| | | | | | | techniques |
| 39. Adopt-a-Tourist at Our Lady of Victory Grotto) - outcomes-based class activity (March 24, 2024) | SAB STEH-CFED | - | - | - | - | - |
| 40. Chayote Pickles and Ginger Tea Production (Monitoring and Facilitation) April 5, 2024 | SAB | Residents of Prk. Gonggongob | - | - | - | - |
| 41. Water Tank Delivery and Installation | SEAIT | Reisdents of Prk. Gonggongob | - | - | - | 2 water tanks |
| 42. Tulungan sa Teknolohiya: Bintawan National High School | SEAIT ICEP | Grade 12 ICT Students of Bintawan National HS | 20 | - | - | School supplies & Basic Arduino Topics & activities |
| 43. Tulungan sa Teknolohiya (CE, Arki & SCEAIT) at Commonal Solano | SEAIT CE, Arki & SCEAIT | Pupils and faculty of Commonal ES | 212 | - | - | Lectures, gift packs, & mural painting of school park |
| 44. Adopt-a-Tourist-Spot at Our Lady of Victory Grotto - final term examination of diff. HTM courses (May 8, 2024) | SAB-HTM Dept. | - | - | - | - | - |
| 45. Seminar-Workshop on Navigating Cooperative Dynamics: Empowering Cooperatives | SoGS-Business & Accountancy Cluster | Cooperative officers from diff. cooperatives in Nueva Vizcaya | 24 | - | - | - |
| 46. SAB Training on Basic Accounting for Non-Accountants of the Community Based Organizations of Didipio Kasibu | SAB-Accountancy Dept. | Community Based Organizations of Brgy. Didipio | - | - | - | Skills training on basic accounting |
| **SOCIO-PASTORAL MINISTRY AND EVANGELIZATION PROGRAM** | | | | | | |


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| Activities | Organizer | Type of Beneficiaries | Total Number of Beneficiaries | Total Number of Donors | Type of Donation | |
|---|---|---|---|---|---|---|
| 47. SHS Catechetical Apostolate and Outreach Program at Ipil-Cuneg ES | SHS-CLVED Dept. | Pupils of Ipil-Cuneg ES | 74 | - | - | bibles |
| 48. SHS Catechetical Apostolate and Outreach Program at Pawak ES | SHS-CLVED Dept. | Pupils of Pwak ES | 50 | - | - | bibles |
| 49. Campus Ministry Outreach Program | Campus Ministry Office & CICM-CMV | Parishioners of BEC members of St. Francis of Assisi BEC | 100 families | - | - | Goods from mass offerings |
| 50. POPSAD-Gift Giving | GSD | POPSAD Patients of St. Dominic Parish | 72 | 36 | - | Gift packs & snacks |
| 51. STEH Turn-over of cash donation to St. Anthony de Padua Chapel | STEH-CFED | - | - | - | 30,314.00 | - |
| 52. Seminar with the Woman | DSAS | Marian students & employees | 288 | - | - | - |
| 53. Gender and Development Seminar | STEH-Languages Dept. | Marian students & employees | 100 | - | - | - |
| 54. Legal Aid & Consultation for PWDs | LMCDAC STEH CHR R2 | PWDs of Bayombong, N.V | 46 | - | - | Free legal consultation & seminar |
| 55. STEH SK Leadership Seminar at Ipil Cuneg | STEH-SSPD MAPSS | SK Officials & Katipunan ng Kabataan Officers of Ipil-Cuneg | 22 | - | - | Leadership Training & Team-Building |
| 56. Children's Catechism-Project ARK for Prk. Gonggongob Kids | STEH-CFED MSO | Children of Sitio Masina | 20 | - | - | - |
| 57. STEH Interfaith Sharing at Prk. Gonggongob | STEH-CFED MSO | Children of Prk. Gonggongob | 44 | - | - | - |
| 58. JHS Jail Visitation | JHS-Christian Living & Homeroom | PDLs of NVPJ | 55 | - | - | Gift packs Hygiene kits |


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| Activities | Organizer | Type of Beneficiaries | Total Number of Beneficiaries | Total Number of Donors | Type of Donation | |
|---|---|---|---|---|---|---|
| | Guidance | | | | | |
| 59. Ecumenical Youth Camp | STEH-CFED | Marian students | - | - | - | - |
| **EDUCATION FOR ALL PROGRAM** | | | | | | |
| 60. SHS Likhang Kamay at Ipil Cuneg | SHS-Arts & Design, HOPE & TVL Dept. Circulo ARTISTICO Club | Pupils of Ipil-Cuneg ES | 98 | - | - | - |
| 61. Project ACCELERATE | STEH-Prof. Ed Dept. | LET takers | 31 | - | - | - |
| 62. JHS School Based Needs Assessment at Pawak ES | JHS LMCDAC | Parents, pupils, & teachers of Pawak ES | - | - | - | - |
| 63. SHS Project NUMERO (Numeracy Enhancement and Remediation Opportunity) | SHS-math & ABM Dept., SIGMA, FAMES | Grades 4, 5, & 6 of Ipil-Cuneg ES | - | - | - | - |
| 64. SHS Reading Literacy | SHS-Research & Languages Dept. | Day care & grade 1-3 pupils of Ipil-Cuneg ES | - | - | - | - |
| 65. ULRC Lakbay-Aral | ULRC-LWSO LIS students | Kindergarten Pupils of Vista Alegre | 80 | - | - | books |
| 66. JHS Marian Service learning Activity at Pawak ES | JHS-APTLE | Pupils of Pawak ES | 99 | - | - | - |
| 67. Mobile Library x Libro Ko, Libro Mo Project | SHS-MCBC | Community Members of Ipil-Cuneg | - | - | - | Books & bookshelf |
| 68. GSD Needs Assessment at Baguingey ES | GSD | Pupils, Parents & Teachers of Baguingey ES | - | - | - | - |
| 69. JHS DIY Project Sharing to Grade 6 pupils of nearby ES | JHS-Science, Technolog | Grade 6 pupils from Bayombong | 38 | - | - | - |


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| Activities | Organizer | Type of Beneficiaries | Total Number of Beneficiaries | Total Number of Donors | Type of Donation | |
|---|---|---|---|---|---|---|
| | y & Research Dept. | Central, West & South ES | | | | |
| 70. Project BUKLAT at Baguingey Extension | STEH-ECBS | Students & teachers of Baguingey ES extension | 30 | 37 | - | Children;s books, school supplies, toys |
| 71. SHS Project Mobile Library turned to Project Little Leaders | SHS-MCBC | Grade 4-6 pupils of Ipil-Cuneg ES | - | - | - | School supplies |
| **OTHER OUTREACH ACTIVITIES** | | | | | | |
| 72. Giving of Cash Donation for the Supplementary Feeding Program of Baguingey ES | GSD | Pupils of Baguingey ES | 154 | - | 20,000.00 | - |
| 73. GSD LLL Cookfest at Baguingey | GSD | Parents the pupils of Baguingey ES | - | 13 | - | - |
| 74. Project Munting Alay | SAB-Mngmnt. & Acctng. students | Daycare pupils of Ipil-Cuneg | 26 | 72 | - | Toys & foods |
| 75. Academic Tourism Booth | PERIO | - | - | - | - | - |
| 76. NV History Quiz Bee | SoGS | Students from different HS of Nueva Vizcaya | - | - | - | - |
| 77. Outreach at Kakilingan ES | SoGS | Pupils of Kakilingan ES | 44 | 19 | - | School supplies |

**D. Scholarships**

**CBCP-ECIP Scholar**



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| No. | Beneficiaries | ID No. | Ethnic Affiliation | Course | Partner Foundation | Total Scholarship Amount | | | |
|---|---|---|---|---|---|---|---|---|---|
| | | | | | | Tuition Fees | Miscellaneous Fees | Other Fees | Total |
| 1 | Basug, Kathleen Kate P. | 39642220 | Bugkalot | Bachelor in Physical Education | CBCP-ECIP | 11,684.00 | 5,340.00 | 520.00 | 17,544.00 |
| 2 | Calinggangan, Wilhelm Jones A. | 39905220 | Bugkalot | BSEd Filipino | CBCP-ECIP | 11,684.00 | 5,340.00 | 520.00 | 17,544.00 |
| 3 | Juan, Claodenjay D. | 39640220 | Bugkalot | Bachelor in Physical Education | CBCP-ECIP | 11,684.00 | 5,340.00 | 520.00 | 17,544.00 |
| 4 | Nazaria, Angel Veah O. | 39125220 | Bugkalot | BSEd Science | CBCP-ECIP | 13,716.00 | 5,340.00 | 6.284.00 | 25,340.00 |
| 5 | Lunag, Charlene B. | 37947210 | Tuwali | BSEd English | CBCP-ECIP | 14,478.00 | 5,340.00 | 520.00 | 20,338.00 |
| 6 | Paculla, Descel Faith G. | 38167210 | Ayangan | BSEd Social Studies | CBCP-ECIP | 12,954.00 | 5,340.00 | 520.00 | 18,814.00 |
| | | | | **TOTAL** | | **76,200.00** | **32,040.00** | **8,884.00** | **117,124.00** |

### E. Engagements with the Diocese of Bayombong

**a.** POPSAD

## IV. Other Highlights

### A. Alumni Involvements, Projects, and Activities

| Title of Activity | Date |
|---|---|
| SMUHSGSAAI Taray and Kinni-Kinni Ammungan 2024 | May 11, 2024 |



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# PART 2: 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**<br>1) Faith Celebration (Meaningful Liturgical Celebrations )<br>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 | Attending scheduled Marian feasts and solemnit | May 2024 | Accomplished | Invitation from the Campus Ministry | | | Communication Letter |



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| | | | | | | | | |
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| | solemnities | ies | | | | | | |
| 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 *misa de gallo* | Attending scheduled *misa de gallo* | December 2023 | Accomplished | Invitation from the Campus Ministry | | | Communication Letter |



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| | | | | | | | | |
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| d. Stations of the Cross | At the end of A.Y. 2023-2024, LMCDAC staff have participated in at least 1 Station of the Cross during the Lenten Season | Attending the scheduled Station of the Cross | April 2023 | Accomplished | Invitation from the Campus Ministry | | | Communication Letter |
| e. Mass of the Holy Spirit | At the end of A.Y. 2023-2024, LMCDAC staff have participated in 1 Mass of | Attending the Scheduled Mass of Holy Spirit | August 2023 | Accomplished | Invitation / Memo from the Campus Ministry | | | Communication Letter |



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| | | | | | | | | |
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| | the Holy Spirit | | | | | | | |
| f. *Bisita ni Inang Maria* | At the end of AY 2023-2024, LMCDAC staff have attended in 1 *Bisita ni Inang Maria* (Rosary) | Attending the scheduled *Bisita ni Inang Maria* | October 2023 | Accomplished | Invitation from the Campus Ministry | | | Communication Letter |
| g. Recollection | At the end of AY 2023-2024, LMCDAC staff have attended 1 recollection | Attending the scheduled recollection | May 2024 | Accomplished | Scheduling and announcing of the recollection | | | Communication Letter |



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| 2. Faith Formation (Relevant Religious Education)<br>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 | Accomplished | Scheduling and Communication with CFED | | | Narrative Report |
| 3. Faith Community (Animating Community) | At the end of AY 2023-2024, 2 LMCDAC organized masses shall have been attended by | Organizing the International Day of the World's Indigenous Peoples | August 2023 | Accomplished | Scheduling and announcing of the schedule thru a circular | | | Poster |



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| | employees and students | Mass<br><br>Organizing the Ethnicity Mass | October 2023 | Accomplished | Scheduling and announcing of the schedule thru a circular | | | Narrative and Documentation 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 Development Program<br>1) ICT trainings for staff | At the end of AY 2023-2024, LMCDAC staff attended at least 1 | Attending scheduled training | May 2024 | Accomplished | Invitation from the HRDO | | | Communication Letter |



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| | training/ seminar | | | | | | | |

**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.

| **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<br>1. 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 Issues / Concern | At the end of AY 2023-2024, | Reporting and submitting | May 2024 | Accomplished | All office concerns related to facilities etc | | | Request letters / Google forms |



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| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Reporting Program | LMCDAC shall have reported and endorsed office facility concerns and issues. | office facility concerns and issues | | | were reported to corresponding offices | | | submitted 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 Areas | | | | | | | | |



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| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Upgrade Program<br>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 | Accomplished | The system is currently being re-developed by the University's programmer | | | System' sIP address |

**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.

| **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** |
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| Physical Plant and Facilities Development Program<br>1) Revitalizing the University Museum<br>a) Fund Drive | At the end of AY 2023-2024, at least one fund drive has been conducted | Organizing the *Teatro Katutubo* as a fundraising activity | October 2023 | Accomplished | The Teatro Katutubo staged *Dalaydayan* as a fundraising activity | | | Narrative Report |
| b. Creating the University Museum | At the end of AY 2023-2024, have been 75% completed | Renovation of *Museo de Maria*'s first floor | May 2024 | Ongoing | A design plan and cost estimates were already provided by the contractor | The actual renovation may be implemented in different phases<br><br>The administration postponed | | Design plan and cost estimates |



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| | | | | | | the renovation of the first floor to give way to other physical infrastructure projects | | |

## 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<br>a) Community Profiling | At the end of AY 2023-2024, three adopted | Signing of MOA | September 2023 | Accomplished | Coordination with the partner community / agency | | | MOA |



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| | communities have been profiled | Conducting community profiling activity | May 2024 | Accomplished | The community profiling and needs assessment were done altogether | | | Copy of the manuscript |
| b. Needs Assessment | At the end of AY 2023-2024, three identified needs have been assessed | Conducting community needs assessment activities | May 2024 | Accomplished | The needs assessment was already conducted | | | Copy of the manuscript |
| 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/departments | | | Project proposals |
| d. Social Auditing | At the end of | Conducting a | September 2023 | Accomplished | It was submitted as | | | Research |



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| /Accounting | AY 2023-2024, one outcome / impact assessment has been conducted | review of related literature and studies on the effectiveness and responsiveness of extension Programs<br><br>Gathering, analyzing, and interpreting data on the effectiveness and | | Accomplished | evidence for CHED Autonomous Status Application<br><br>It was submitted as evidence for CHED Autonomous Status Application | | | Manuscript<br><br>Research Manuscript |



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| | | responsiveness of extension programs | | | | | | |
| 2) Research-Based Linkage Projects<br>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 | May 2024 | Accomplished | The research dissemination of community-based researches was scheduled in November 2023 | | | List of disseminated researcher from URC |



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| | | researches in the community<br><br>Designing and implementing a collaborative framework between URC and LMCDAC to maintain and monitor the conduct and utilization of extension | May 2024 | | | | | |



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| | | research results. | | | | | | |
| b) Undertaking joint researches (outside Project WEALTH) | At the end of AY 2023-2024, LMCDAC shall have produced and disseminated one research undertaking | Conducting a review of literature and studies on gender responsiveness of extension services<br><br>Gathering, analyzing, and interpreting data on gender responsiveness | May 2024 | Accomplished | Communication letter | | | Research manuscript |



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| | | 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<br><br>Monitoring the implementation of the extension based linkage projects | May 2024 | Accomplished | The research dissemination of community-based researches was scheduled on November 2023 | | | List of disseminated researcher from URC |
| 4) IP Development and Advocacy | | | | | | | | |



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| Program<br>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 | Accomplished | The 6 old and continuing IP Scholars are being assisted in an academic year basis | | | Billing Statement |
| b. Partnering with NCIP and ICC Leaders on IKSPs and Customary Laws (to facilitate the FPIC process) | 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 Memorandum of Agreement | May 2024 | Accomplished | The NCIP RO-2 mentioned that the third and final reading of the new guidelines in conducting IKSP researches is yet to be scheduled | | | Communication letter |
| c. Conducti | At the end | Organizi | October | Accomplished | Collaboration | | | Narrativ |



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| ng Ethnicity and Museum Week Celebration | of AY 2023-2024, one ethnicity and museum week has been conducted | ng the Ethnicity and Museum Week celebration | 2023 | | among different schools / units | | | e 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' (IP) Educators in Complia | May 2024 | Accomplished | Communication with the different schools/units and speakers | | | Narrative Report/ Certificates |



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



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| extension collaborations | international extension collaboration has been operationalized | for the operationalization of MOA relative to extension and community development | | | | | | |
| f. Developing a (curriculum or subject) on Indigenous Peoples Education | At the end of year 3, 25% of the curriculum development process have been accomplished | Preparing the CHED requirements to offer IP Education / Studies<br><br>Benchmarking in partner | May 2024 | Accomplished<br><br>Accomplished | Communication with LPU | | | Narrative Report |



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| | | HEIs that offer IP Education / Studies | | | | | | |
| g) Documenting the community development activities of LMCDAC in the partner communities | At the end of AY 2023-2024, two coffee table Books/1 video describing the community development activities in the partner communities have been produced | Consolidating all community development activities<br><br>Writing of script and stories<br><br>Producing coffee table books/ a video | May 2024 | Accomplished<br><br>Accomplished<br><br>Accomplished | Submitted narrative/documentation of all community development activities | | | Copy of coffee table book<br><br>Copy of coffee table book<br><br>Copy of coffee table book |



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| Service-Learning Paradigm<br>1) Incorporating community immersion in the course objectives / community-related researches as references in the course syllabi | At the end of year 3, 5 course syllabi have been updated | Identifying conducted community based researches<br><br>Identifying course syllabi to update based on the community based research<br><br>Updating the course | May 2024 | ongoing<br><br>ongoing<br><br>ongoing | | The Service-Learning Paradigm has been turned over to the academic cluster<br><br>The Service-Learning Paradigm has been turned over to the academic cluster<br><br>The Service- | | |



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| | | objective or reference of the identified course syllabi | | | | Learning Paradigm has been turned over to the academic cluster | | |
| CICM Advocacy Programs<br>1) Hunger Alleviation Program<br>a) Feed My Lambs Project | At the end of AY 2023-224<br>5 Marian students are recipients of the Feed My Lambs Project | Collaborating and partnering with concessionaires for the provision of food to five | May 2024 | Accomplished | Students are currently availing the meal assistance. | | | List of Feed My Lambs scholars |



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| | | identified recipients | | | | | | |
| b) Feeding Program | At the end of AY 2023-2024, 2 feeding activities have been conducted in the two partner communities / other communities | Organizing feeding activities in the two partner communities | May 2024 | Accomplished | Collaboration between LMCDAC and NAP | | | Narrative Report |
| 2) Sustainable Environment Program a) One | At the end | Organizi | May 2024 | Accomplished | Submission | | | Narrativ |



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| student/ employee, one tree Project | of AY 2023-2024, there are 1000 trees planted and maintained by students | ng tree planting activities | | | of Outreach Request Form to Conduct Tree Planting Activities | | | e Report |
| b) Environmental Education Project | At the end of AY 2023-2024, two environmental education activities have been conducted | Organizing environmental education forum / seminars | May 2024 | Accomplished | It was included in the utilization of faculty research | | | Narrative Report / Program |
| 3) Disaster Risk Reduction Program<br>a) DRRM | At the end | Organizi | May 2024 | Accomplished | Communicati | | | Narrativ |

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| Trainings / Capacitation | of AY 2023-2024, one DRRM Training / Capacitation has been organized | ng DRRM Training / Capacitation | | | on and collaboration with the units and agencies involved | | | e Report |
| 4) Health and Wellbeing Programs<br>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<br><br>Conduct water content analysis at Sitio | May 2024 | Accomplished<br><br>Accomplished | Communication and collaboration with SHANS, partner community<br><br>Communication and collaboration with SHANS-CNS and | | | Narrative Report<br><br>Narrative Report |



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| | | Masina, Baretbet, Bagabag | | | Masina | | | |
| 5) Poverty Alleviation Program<br>a) Entrepreneurial Skills Development | At the end of AY 2023-2024, two entrepreneurial activities have been conducted | Organizing entrepreneurial activities / livelihood trainings with the residents of Gonggongob, Cabuluan, Villaverde and Sitio Masina, Baretbet, | May 2024 | Accomplished | Communication and collaboration with the units involved and with the partner communities | | | Narrative report |



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| | | 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 Gonggongob, Cabuluan, Villaverde | May 2024 | Accomplished | Communication and Collaboration among units together with Prk. Gonggongob | | | Narrative Report |
| 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<br><br>Coordina | May 2024<br><br>May 2024 | Accomplished<br><br>Accomplished | Coordination with the concerned units<br><br>Collaboration | | | Narrative Report<br><br>Narrativ |



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| | | ting with the quasi parish of La Torre and supervising the construction of the Pawak<br><br>Coordinating with OLF Villaverde for the construction of St. Francis of Assisi Chapel at | May 2024 | Accomplished | between the quasi parish of La Torre and SMU<br><br>There was coordination between SMU and OLF Villaverde. The construction will take place once needed documents are completed by OLF Villaverde | | | e Report |



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| | | Gonggongob, 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 | Accomplished | Collaboration and communication between organizing units and partner schools/communities | | | Narrative Report |
| Outreach Activities<br>1) Pamaskong handog | At the end of AY 2023-2024, four dole-out activities have been implemented | Organizing gift giving activities<br><br>Processing outreach requests of | December 2023 | Accomplished | Units / schools organized pamaskong handog activities | | | Narrative Report |



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| | / conducted | external partners | | | | | | |
| 2) Tulong Maria Project | At the end of AY 2023-2024, one *Tulong Maria* 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 *Sagip Maria* has been organized | Responding to requests for assistance from Marian students and employees | May 2024 | Accomplished | Communication Letter | | | List of Donors |

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



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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** |
|---|---|---|---|---|---|---|---|---|
| Local and International Linkage Program<br>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 plan and updated annually | Coordinating with PERIO | May 2024 | Accomplished | Support from staff | | | Copy of linkage implementation plan based on the submitted action plan of PL coordinators |
| 2) Monitoring the | At the end of | Coordinating | May 2024 | Accomplished | Year-round monitoring | | | Monitoring |



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| implementation of local and international partnership agreements | AY 2023-2024, 100% of the partnership agreements have been monitored | with PERIO | | | | | | report |

**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<br>1) Alumni Involvem | At the end of AY 2023- | Coordinating with | May 2024 | Accomplished | Coordination between the Alumni | | | Communication Letter |



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| ent Project | 2024, the alumni association should have involved itself in 1 major extension project | AAO | | | Affairs Office Head and Alumni organization. A response is yet to be received. | | | |



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# PART 4: APPENDICES

## ANNEX A: CERTIFICATE OF FACULTY/STAFF ACTIVITIES

Certificate of participation on Forum on International Volunteer Service Program:*"Strengthening the International Volunteer Service Program thru Partnerships with HEIs"*






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Certificate of Appreciation on Advancing IP Rights towards Sustainability



NiCHE

7th NiCHE National Conference

6-8 March 2024, Baguio City

This Certificate of Appreciation is awarded to

DR. CHRISTOPHER ALLEN MARQUEZ

in grateful acknowledgement of their active participation and invaluable contribution to the 7th National Coalition on Indigenous Peoples Higher Education (NiCHE) Conference, with the theme, "Advancing IP Rights towards Sustainability."

Given this 8th day of March 2024 in Baguio City.

CORAZON L. ABANSI, PhD
Chair, National Coalition on Indigenous Peoples Higher Education (NiCHE)
Chancellor, University of the Philippines Baguio



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Certificate on Volunteerism as a Development Strategy in Focus



CERTIFICATE OF PARTICIPATION

THIS CERTIFICATE IS PRESENTED TO

Christopher Allen S. Marquez

for actively participating in the Provincial Development Forum:
**Volunteerism as a Development Strategy in Focus**

Given this 5th day of February 2024 at Ammungan Hall, Provincial Capitol Compound, Bayombong, Nueva Vizcaya

HON. JOSE V. GAMBITO
Governor
Provincial Government of Nueva Vizcaya

DONALD JAMES D. GAWE
Executive Director
PNVSCA



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Certificate of Appreciation on Research Congress



SAINT MARY'S UNIVERSITY
BAYOMBONG, NUEVA VIZCAYA
SENIOR HIGH SCHOOL

awards this

# Certificate of Appreciation

to

## DR. CHRISTOPHER ALLEN S. MARQUEZ

for having served as the **RESOURCE SPEAKER** during the **Research Congress**
as part of the celebration of MARIANALIKSIK 2024
with the theme, ***Research for Innovation: Extension for Empowerment***
held on 26 April 2024.

Given this 26th day of April 2024 at Fr. Cornelius Tonus Gymnasium, Saint Mary's University, Bayombong, Nueva Vizcaya.

**MRS. LADY VALEN CHARON A. DELA PEÑA**
*Learning Area Coordinator, Research*

**MR. MELENCIO G. BERNARDINO JR.**
*Principal*



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Proficiency Certificate on Comprehensive Internal Quality Audit based on ISO 19011:2018 guidelines






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## ANNEX B: IP ADVOCACY AND DEVELOPMENT PROGRAM

### Billing Statement of IP Scholars A.Y. 2023-2024

Saint Mary's University
Bayombong, Nueva Vizcaya

CBCP-ECIP Education Scholars
Billings Statement
**Second Semester, SY 2023-2024**

| No. | ID No. | Name of Scholar | Program | Tuition Fee | Miscellaneous Fees | Other Fees | TOTAL |
|---|---|---|---|---|---|---|---|
| 1 | 39642220 | Basug, Kathleen Kate | BSED Social Studies | 11,684.00 | 5,340.00 | 520.00 | 17,544.00 |
| 2 | 39905220 | Calinggangan, Wilhelm Jones | BSED | 11,684.00 | 5,340.00 | 520.00 | 17,544.00 |
| 3 | 39640220 | Juan, Claodenjay D. | BPE | 11,684.00 | 5,340.00 | 520.00 | 17,544.00 |
| 4 | 37947210 | Lunag, Charlene B. | BSED Major in English | 14,478.00 | 5,340.00 | 520.00 | 20,338.00 |
| 5 | 39125220 | Nazaria, Angel Veah | BSED Science | 13,716.00 | 5,340.00 | 6,284.00 | 25,340.00 |
| 6 | 38167210 | Paculla, Descel Faith G. | BSED Major in Social Studies | 12,954.00 | 5,340.00 | 520.00 | 18,814.00 |
| | | | | | | | |
| | | | **TOTAL** | **76,200.00** | **32,040.00** | **8,884.00** | **117,124.00** |

Prepared by:
Miss Godette Jann A. Galicia
Accounting staff

Checked by:
Mrs. Leila A. Navarro, CPA
Chief Accountant

Noted by:
Mrs. Venica S. Acosta, CPA
VP for Finance/Treasurer
MAR 20 2024

Saint Mary's University
Bayombong, Nueva Vizcaya

CBCP-ECIP Education Scholars
Billings Statement
**Dorm/Lodging fees - S.Y 23-24**

| No. | ID No. | Name of Scholar | Program | DORM FEES | | | Monthly Subsidy | TOTAL |
|---|---|---|---|---|---|---|---|---|
| | | | | 1st Semester SY 23-24 | 2nd Semester SY 23-24 | 2nd Sem S.Y. 23-24 (5mos * 2500) | 2nd Sem (5mos * 250) | |
| 1 | 39642220 | Basug, Kathleen Kate | BSED Social Studies | 8,400.00 | 8,400.00 | - | - | 16,800.00 |
| 2 | 39905220 | Calinggangan, Wilhelm Jones | BSED | - | - | 12,500.00 | 1,250.00 | 13,750.00 |
| 3 | 39640220 | Juan, Claodenjay D. | BPE | - | - | 12,500.00 | 1,250.00 | 13,750.00 |
| 4 | 37947210 | Lunag, Charlene B. | BSED Major in English | 8,400.00 | 8,400.00 | - | - | 16,800.00 |
| 5 | 39125220 | Nazaria, Angel Veah | BSED Science | 8,400.00 | 8,400.00 | - | - | 16,800.00 |
| 6 | 38167210 | Paculla, Descel Faith G. | BSED Major in Social Studies | 8,400.00 | 8,400.00 | - | - | 16,800.00 |
| | | | | | | | | |
| | | | **TOTAL** | **33,600.00** | **33,600.00** | **25,000.00** | **2,500.00** | **94,700.00** |

Prepared by:
Miss Godette Jann A. Galicia
Staff Accountant

Checked by:
Mrs. Leila A. Navarro, CPA
Chief Accountant
MAR 20 2024

Noted by:
Mrs. Venica S. Acosta, CPA
VP for Finance/Treasurer
MAR 20 2024

# I-TUDU

| | |
|---|---|
| **Project Title:** | Project I-TUDU |
| **Date:** | April 24, 2024 |
| **Time:** | 7:00am to 5:00pm |
| **Team Composition:** | LMCDAC |
| **Project Leader:** | |
| **Project Staff/Members:** | Dr. Christopher Allen S. Marquez<br>Vince Errol J. Lucas<br>Heidee L. Lamoste<br>Joy D. Balawa<br>Jojilyn L. Anoche<br>Pedelina D. Bulligan<br>Rodora P. Tipay<br>Engr. Candido Joseph T. Rosario, Jr.<br>Robert S. Aceret<br>Laurice Kaye P. Laguinday |

## Narrative

Led by the IP Services Unit of the Lingkod Maria Community Development and Advocacy Center (LMCDAC), SMU organized Project I-TUDU, also known as IPEd-Teacher Upskilling through Developments in Diversity and Understanding, last April 24, 2024 at Saint Mary's University's Sacred Heart Center. The project aimed for Marian educators to: demonstrate the process of integrating IP education in the objectives, methodologies, materials, assessment of their respective courses; and demonstrate content knowledge in using various approaches, methods, strategies, and techniques in teaching, managing, and assessing IP students through IP learning materials.

After 30 minutes allotted for the attendance and waiting of participants as facilitated by the community development and advocacy (CDA) coordinators, the project officially started with the ceremonial routine of praying the university prayer and the singing of the national anthem. After which, the program proceeded with the opening remarks delivered by Dr. Moises Alexander T. Asuncion, the Vice President for Academic Affairs, who provided an overview of the project, especially on the importance of the matters to be delivered for teachers and their students. After which, Mr. Vince Errol J. Lucas, the IP Services Unit In-charge, presented the objectives of the project after giving a recap of the accomplishments and way forward of the unit. It immediately proceeded with


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the introduction of the speakers done by Miss Joy D. Balawa, the Grade School CDA Coordinator. After all the formalities, the sessions proceeded.

The first workshop focused on integrating IPEd in the curriculum and learning materials. This was delivered and facilitated by Dr. Shivanee A. Dolo of Saint Louis University (SLU). She presented her slides starting with the key concepts and politically-appropriate concepts in understanding first what indigenous peoples (IPs) are. She also provided legal bases aligned with the IPs: their rights and other laws expected to protect them. She also shared approaches in integrating IPEd in the curriculum based on official documents such as the IP Framework of DepED, studies, as well as some examples evident in the curriculum of SLU. She proceeded in adding information in the integration part, providing examples and illustrations in the process. Dr. Dolo answered the questions and iterated the importance of emphasizing IPEd, and not only use the IPs as an addendum to their lesson. A health break took place after the session.

The second workshop focused on approaches, methods, strategies, and techniques in teaching, assessing, and managing IP and non-IP learners which was facilitated by Dr. Geraldine S. Wakat of SLU. In her session, she provided a recall of the pedagogical responsibilities of a teacher and provided an overview of her content. She then proceeded with the discussion and sharing of such pedagogies based on her way of teaching and based on the traditional and contemporary ways of teaching. Being task-based, Dr. Wakat provide numerous approaches, methods, strategies, and techniques which are appropriate with different fields of expertise. Dr. Wakat entertained questions afterwards. Lunch took place after the session.

In the afternoon session, the participants were given a chance to continue with the workshop in integrating IPEd in their respective syllabi and provide a sample lesson out of it. After which, outputs were presented and were evaluated by the two experts. Among the presenters where representatives from Mathematics, Graduate Studies, Professional Education, Languages, Christian Faith Education, Physical Education, Social Sciences and Philosophy, Accountancy and Business, Engineering, Architecture, and Information Technology, Health and Natural Sciences, Junior High School, and Senior High School.

After all presentations delivered and critiqued, the activity was proceeded by the closing remarks delivered by Mrs. Jojielyn L. Anoche, Junior High School CDA Coordinator, which was then followed by the closing prayer led by Mrs. Pedelina D. Bulligan, Senior High School CDA Coordinator. Group photography was done after the program. The whole event was hosted by Mrs. Rodora P. Tipay, School of Accountancy and Business CDA Coordinator.

## Documentation










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| | |
|---|---|
| **Prepared by:** | Vince Errol J. Lucas |
| **Date Submitted:** | April 24, 2024 |




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**ANNEX C: HUNGER ALLEVIATION PROGRAM**

## Complementary Feeding Program

| | |
|---|---|
| **Project Title:** | **Complementary Feeding Program and Literacy** |
| **Date:** | April 05, 2024 |
| **Time:** | 7:30AM -2:00 PM |
| **Team Composition:** | |
| **Project Leader:** | |
| **Project Staff/Members:** | Laurice Kaye P. Laguinday<br>Dr. Christopher Allen S. Marquez<br>Vince Errol Lucas<br>(BEED Students)<br>Beaulah Pascua<br>Maple Kaye Bondol<br>(Social Work Students) |

**Narrative**

On April 5, 2024, the School of Teacher Education and Humanities with LMCDAC visited Villa Par Pale Elementary School at Purok Gonggongob, Villaverde for a complementary feeding project and literacy program. Miss Beaulah Pascua and Maple Kaye Bondol, along with Miss Ruthie Mae Padilla and Miss Laurice Kaye Laguinday, supervised the Grade 2 and 3 multi-grade class. The team gathered in front of the gym lobby at 7:00 am and departed from the school at 7:30 am.

Upon arrival at Purok Gonggongob at around 9:00 am, the team had to walk miles to reach the school. The School of Teacher Education and Humanities (STEH) led the feeding program and literacy activities while the students rested and had a snack provided by the school. The student teachers conducted a lesson on Araling Panlipunan, focusing on Nationalismo. To maintain the learners' interest, games and activities were organized. After the lesson, the students participated in a mini dancing activity to showcase Filipino native dances. Meanwhile, Miss Laurice Kaye Laguinday assisted the parents in preparing "sopas" for the learners' lunch. The community then provided a


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shared lunch to conclude the activity.

We are proud of our efforts in contributing to the students' well-being and education, and we look forward to continuing our mission of making a positive impact in the lives of these young learners.

**Documentation**







| | |
|---|---|
| **Prepared by:** | *Laurice Kaye P. Laguinday* |
| **Date Submitted:** | *June 5, 2024* |

**SHS Feeding Program at Ipil-Cuneg ES**



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| | |
|---|---|
| **Project Title:** | Feeding Program |
| **Date:** | April 6, 2024 |
| **Time:** | 7:30-11:30 AM |
| **Team Composition:** | |
| **Project Leader:** | Lady Valen Charon A. Dela Peña |
| **Project Staff/Members:** | Eloisa C. Barbieto<br>Shiellah Mae T. Barsicular |

**Narrative**

To achieve one of the sustainable development goals, Zero Hunger, initiating programs and activities to fulfill this aim is imperative. As feeding programs tackle hunger and malnutrition, institutions must strive to ensure that vulnerable populations have access to nutritious foods. Proper nutrition is essential for cognitive development and learning of children. Therefore, schools and communities must work hand in hand in ensuring that learners have the energy, focus and good health to engage in the teaching and learning process to produce improved educational outcomes.

Saint Mary's University Senior High School's partner community is Brgy. Ipil-Cuneg. This community has an elementary school where pupils spend most of their learning time. Last April 6, 2024, the Research department in collaboration with the officers of Innovative Researchers and Inquirers Society (IRIS) club and Senior High Emergency Response Team (SHERT), spearheaded an outreach program, more specifically a feeding program at Brgy. Ipil-Cuneg, Bayombong, Nueva Vizcaya. This activity primarily aims to address undernutrition among elementary learners to contribute to their health and overall well-being.

The call time for all participants and organizers was at 7:45 in the morning. The Learning Area Coordinator of Research, Mrs. Lady Valen Charon A. Dela Peña, initiated a round call of student leaders and participants in front of the SMUSHS signage. Upon arrival, proper food preparation was observed to assure food security. Afterwards, the LAC of research, faculty members and IRIS officers prepared and served the porridge with egg and drinks to the children and some officers of the community. Documentation of the feeding program followed.


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To end, this outreach program served as an act of kindness and generosity to children. Even though the teachers and students faced many responsibilities at home and school, they still manage to share the same efforts in catering to the project's needs, sharing the act of goodwill hand-by-hand to hurdle the obstacles, breaking barriers, and building bridges through this mission of outreach program. The smiles of these little children inspired all of us to always bring our good and beautiful mission as Marian missionaries, willing to spread our wings to help the needy. Further, receiving sweet gesture of love and energy from them was truly worth remembering, and their waves of laughter left smiles on our faces and happiness in our hearts all throughout the event.

***"It's not how much we give, but how much love we put into giving." - Mother Teresa***

**Documentation**






*Every meal prepared for the pupils is a step towards defeating the risk of malnutrition*



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*Student officers commit to extension initiatives and transform to Marian missionaries*







*The people behind the success of the feeding program at*

*Brgy. Ipil-Cuneg Elementary School*

| | |
|---|---|
| **Prepared by:** | *Ms. Eloisa C. Barbieto* |
| **Date Submitted:** | *April 21, 2024* |




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## NAP Feeding Program for Sitio Masina Residents

| | |
|---|---|
| **Project Title:** | NAP FEEDING PROGRAM |
| **Date:** | April 27, 2024 |
| **Time:** | 8:00 AM |
| **Team Composition:** | |
| **Project Leader:** | Allan Guiab |
| **Project Staff/Members:** | Tina Meneses<br>Queen Nessellyn D. Galicia |

**Narrative**

As part of this year's outreach activities, the Non-Academic Personnel (NAP) spearheaded a feeding activity in collaboration with the Lingkod Maria Community Development and Advocacy Center (LMCDAC). About 50 residents of Sitio, Masinna, Bagabag, Nueva Vizcaya are this year's recipients of the NAP Feeding Program who were also beneficiaries of the Literacy Program and Medical Mission of the School of Teacher Education and Humanities (STEH) and School of Health and Natural Sciences (SHaNS), respectively.

About 70 faculty, staff, and students who organized synchronized outreach and extension activities also received free snacks from the NAP which was held on April 27, 2024 at the Tonus Gymnasium, SMU Main Campus.

Said activity is part of the advocacy and extension flagship programs of Saint Mary's University particularly in Health and Well-being, and Hunger and Poverty Alleviation.

**Documentation**





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| | |
|---|---|
| **Prepared by:** | *Queen Nessellyn D. Galicia* |
| **Date Submitted:** | *May 30, 2024* |

**ANNEX D: SUSTAINABLE ENVIRONMENT PROGRAM**

## JHS Tree Planting & Site Clearing Activity at Masoc

| | |
|---|---|
| **Project Title:** | Tree Planting (Planting and Clearing) |
| **Date:** | January 11, 2024 |
| **Time:** | 8:00 AM – 12:00 PM |
| **Team Composition:** | JHS |
| **Project Leader:** | Mr. Junior-Van B. Paritang |
| **Project Staff/Members:** | Mr. Daryll A. Asuncion<br>Mrs. Jojilyn Anoche<br>Dr. Agnes N. Madamba |

**Narrative**

On January 11, 2023, the Junior High School and staff conducted a tree-planting and clearing activity. As part of the annual task for S.Y. 2023–2024. It was led by Mr. Junior-Van B. Paritang, the PC Coordinator and DRMM-SS. The primary objective of this project was to protect our ecology by planting fruit-bearing trees (rambutan) and clearing unwanted grass from specific areas at the same time.

Lack of tools for cleaning the grass and growing trees is one of the activities challenges. Occasionally, there weren't enough tools available to fulfill the requirements of every volunteer.

The budget of 6050 pesos, encompassing transportation, feeding, and tree seedling costs, was effectively utilized, amounting to 140 pesos per person. This financial allocation not only facilitated the logistical aspects of the operation but also ensured that every participant could contribute meaningfully to the initiative.

In general, the JHS faculty and staff dedication to environmental responsibility was strengthened by the tree-planting and clearing project, which also helped the participants feel more unified and purposeful. The long-term effects of this project will bear witness to our shared commitment to protecting our environment for present and future generations as the recently planted rambutan trees take root and the cleared areas grow.

**Documentation**



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| | |
|---|---|
| **Prepared by:** | *Mr. Junior-Van B. Paritang* |
| **Date Submitted:** | *January 11, 2024* |

# GSD Tree Planting at Masoc

| | |
|---|---|
| **Project Title:** | Tree Planting |
| **Date:** | February 3, 2024 |
| **Time:** | 7:30-9:30 |
| **Team Composition:** | SMU Grade School Faculty and Staff |
| **Project Leader:** | Mr. Delano Rod M. Dacles |
| **Project Staff/Members:** | Burgos, Louie B.<br>Laplano, Ailyn G. |

## 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. Also, the SMUGS advocates the care for Mother Earth. Thus, the thirthy-six (33) faculty and staff together with the one hundred five (105) Grade six (6) pupils, the three (3) Belgian interns, and sixty (60) NSTP students participated in a tree planting on February 3, 2024. They planted 335 seedlings (160 fruit-bearing trees (60 Rambutan, 40 Avocado, 40 Guyabano, 20 Citrus) and 175 non-fruit-bearing trees (Apitong). The 175 seedlings (non-fruit-bearing trees) were given by the Nuvea Vizcaya DENR and the 160 seedlings (fruit-bearing trees) were from the Grade six (6) pupils.

This activity was initiated by Mrs. Ma.Reggie R. Taboy, the Learning Area Coordinator for Science and TLE and Mr. Delano Rod M. Dacles, the Coordinator for DRRM, Sanitation, and Campus Safety. The main objective of the activity is to plant seedlings annually at SMU Site in Masoc to gain the permit for the utilization of the school's generator in times of power failure (as stated in the letter from the DENR). This is also to support the National Greening and Climate Change Mitigation Program of the government. Also, this activity aimed to contribute to the local ecosystem and instill a sense of environmental stewardship.


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## Documentation



| | |
|---|---|
| **Prepared by:** | JOY D. BALAWA |
| **Date Submitted:** | March , 2024 |

## Preparation of SHS Greenhouse and Vegetable Garden

| | |
|---|---|
| **Project Title:** | Preparation of the Greenhouse area and the vegetable garden (Part 1) |
| **Date:** | March 2 & 3, 2024 |
| **Time:** | 8:00 - 5:00 |
| **Team Composition:** | |
| **Project Leader:** | Mrs. Pedelina D. Bulligan |
| **Project Staff/Members:** | Mrs. Rachille Francis |

**Narrative**

On March 2 and 3, 2024, marked an exciting initiative that holds tremendous potential for our school community – the preparation of a greenhouse area and a vegetable garden. This endeavor not only provides us with a unique opportunity to enhance our educational environment but also offers numerous benefits for our students, staff, and our partner community. It had been a part of the program of the school to have a greenhouse area and a vegetable garden can serve as a living laboratory, providing hands-on learning experiences for students most specially the Science classes and other related field. It offers a practical and engaging platform to teach various subjects, including biology, environmental science, agriculture, and nutrition. By actively participating in the cultivation of plants and the observation of their growth, students can develop a deeper understanding of the natural world, fostering a sense of curiosity, responsibility, and appreciation for the environment.

The preparation of a greenhouse area and a vegetable garden also promotes a sustainable and eco-friendly mindset. It allows us to embrace the principles of organic farming, reducing our reliance on harmful chemicals and pesticides. The area will be utilized for growing our own fruit bearing trees which will be planted in our partner community at Ipil-Cuneg. On the other hand, the garden area will be for vegetables and herbs for science laboratory classes.

Beyond the educational and environmental benefits, a greenhouse area and a vegetable garden can foster a sense of community and collaboration. It provides an opportunity for students, teachers, and parents to work together towards a common goal. Gardening activities can be incorporated into extracurricular clubs, allowing students to develop teamwork, leadership, and problem-solving skills.


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Regular maintenance and care, including watering, weeding, and pest control, will be crucial to ensure the garden thrives, thus the maintenance of the area will be under the Science and DRRR Department.

By embarking on this endeavor, we can empower our students with valuable skills, cultivate a deeper connection with nature, and inspire a healthier and more environmentally conscious way of life.

The preparation of a greenhouse area and a vegetable garden holds immense potential for our school community. It offers a dynamic and interactive learning experience, promotes sustainability, and fosters a sense of community. By embarking on this endeavor, we can empower our students with valuable skills, cultivate a deeper connection with nature, and inspire a healthier and more environmentally conscious way of life.

The expenses incurred amounting to Five Thousand One Hundred Ninety-two (Php5,192.00), which covers the snacks, meals, and labor. The construction of the greenhouse area will be the part 2 activity which will be on the last week of April to the Second week of May 2024.

**Documentation**



The clearing of the area for the Greenhouse and Vegetable Garden



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*There were five people who were asked to do the site cleaning and preparation before the construction of the Greenhouse.*





| | |
|---|---|
| **Prepared by:** | *Pedelina D. Bulligan* |
| **Date Submitted:** | *April 5, 2024* |

## STEH Environmental Restoration

| | |
|---|---|
| **Project Title:** | Sagip-Kalikasan Alay sa Kababaihan Site Clearing/Restoration |
| **Date:** | March 9, 2024 (Saturday) |
| **Time:** | 7:30am |
| **Team Composition:** | |
| **Project Leader:** | Marietonie Yanni Gabanes |
| **Project Staff/Members:** | Ma'am Susan Galamay (CFED Department Head)<br>Sir Edjohn Antonino (MSO Adviser)<br>MSO Members:<br>Charlene Lunag (President)<br>Marietonie Yanni Gabanes (Vice President)<br>Jamila Lumidao (Secretary)<br>Erica Shaine Delos Reyes (Treasurer)<br>Kohlen Talusig (Auditor)<br>Mhea Lei Laza (P.I.O)<br>Business Managers:<br>Alexis Kurt Llaneta<br>Trisha Mae Alayu<br>Sergeant at Arms:<br>Richelle Dyan Reginalde<br>Lester Martin<br>Frances Leilanie Bayag (Representative) |

**Narrative**

The Marian Sowers Organization (MSO) and Christian Faith Education Department (CFED) organized a project entitled "Sagip-Kalikasan Alay sa Kababaihan Site Clearing/Restoration" on March 9, 2024. It was conducted at SMU Reforestation Site, Barangay Masoc, Bayombong, Nueva Vizcaya. This project is in collaboration with Education Central Board of Students (ECBS), Students United in Mathematics (SUM), and Marian Interlocutors Society (MIS). It was participated by 38 students and 3 faculty teachers.

The project "Environmental Sagip-Kalikasan Alay sa Kababaihan Site Clearing/Restoration" aims to address two important issues: environmental conservation and women's empowerment. By engaging women in site clearing and restoration efforts, the project not only contributes to the preservation of natural


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habitats but also provides economic opportunities for women. This dual approach not only promotes environmental sustainability but also fosters gender equality and inclusive development.

Due to unfavorable weather conditions, the participants of the project were unable to complete the activity as planned. In light of this, a decision was made to limited the time of the activity and return to the school premises. Despite the setback, the participants remained resilient and adaptable, understanding the importance of prioritizing safety and well-being. To conclude the activity it was wrapped up at the chapel with a certificate-giving ceremony.

**Documentation**












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The students are in their respective jeeps














The students and teachers
dispersed to clean up the area







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Certificate-giving ceremony conducted at the chapel

| | |
|---|---|
| **Prepared by:** | Jamila Lumidao |
| **Date Submitted:** | *March 11, 2024* |



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## SHS Tree Planting Activity (One Tree, One Student Project)

| | |
|---|---|
| **Project Title:** | One Tree, One Student Project |
| **Date:** | March 9 & 16,2024 |
| **Time:** | 7:30-11:30 AM |
| **Team Composition:** | |
| **Project Leader:** | Lady Valen Charon A. Dela Peña |
| **Project Staff/Members:** | Michelle B. Pagaduan<br>Luzviminda C. Palecpec<br>Vergil S. Santullo Jr.<br>Ma. Danica A. Subia |

**Narrative**

The importance of the tree planting activity is for environmental sustainability. It offers different benefits not only for the environment but for us people most especially students who will be the beneficiaries of this tree planting activity. It can be a contributory factor to address some issues that affects the environment.

This tree planting activity organized by the Research Department of the Senior High School focuses on fostering community engagement and education about environmental stewardship. The activity had two batches. The tree planting for the first batch was held last March 9,2024 in which there were 6 classes who planted Soursop/Guyabano seedling at Masoc, Bayombong, Nueva Vizcaya. The second batch for the tree planting was conducted on May 16, 2024 - Soursop/Guyabano seedling at Ipil-Cuneg. The remaining 9 classes were then divided into two groups. 5 classes went to Ipil-Cuneg, Bayombong, Nueva Vizcaya and the other 4 classes went to Upper Magsaysay, Bayombong, Nueva Vizcaya. Students were accompanied by some of their parents and guardians, class advisers, administrator, faculty, and staff of the Senior High School Department.

There are 199 Guyabano seedlings planted at Masoc, 108 at Ipil-Cuneg, and192 at Upper Magsaysay. A total of 499 Soursop/Guyabano seedlings were planted this school year.

**Documentation**



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The students riding in a jeepney on their way to Masoc, Bayombong, Nueva Vizcaya to plant their seedlings.







Students planting their seedlings at Masoc despite the rain showers.







Students and teachers smile as they were able to plant all the seedlings they brought at Upper Magsaysay Hills, Bayombong, Nueva Vizcaya







Students planting their Soursop seedlings at Ipil Cuneg, Bayombong, Nueva Vizcaya

| | |
|---|---|
| **Prepared by:** | *Mrs. Michelle M. Pagaduan* |
| **Date Submitted:** | *April 21, 2024* |



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# SEAIT AYAYAM: Tree Planting & Clean-up Drive at Masoc

| | |
|---|---|
| **Project Title:** | AYAYAM: Outreach Program |
| **Date:** | March 13, 2024 |
| **Time:** | 9:00 am to 12:00pm |
| **Team Composition:** | |
| **Project Leader:** | Klaryze Aireen V. Velasquez |
| **Project Staff/Members:** | SMU Architecture Students<br>Facilitators:<br>Ar. Rino Franz U. Gumayagay<br>Ar. Giancarlo C. Mendoza<br>Mr. Demy Villegas |

## Narrative

On the 13th day of March 2024, a group of 4th year and 5th year Architecture students of Saint Mary's University conducted an outreach program in Masoc, Bayombong Nueva Vizcaya titled "AYAYAM: Outreach Program." This initiative aimed to foster environmental consciousness and community engagement through tree planting and a subsequent clean-up drive.

The day commenced with the 34 students initiating the tree planting activity at 9:00 in the morning on the SMU property. These students were accompanied by two faculty members from the Department of Architecture namely, Ar. Giancarlo Mendoza and Ar. Rino Franz Gumayagay, and with the guidance of Mr. Demy Villegas, one of the University Staff, the students undertook the task of planting 30 guyabano seedlings and 20 rambutan seedlings. These seedlings were requested to the Provincial Agriculture Office and were picked up at the Provincial Nursery. Each student meticulously handled the seedlings, ensuring proper placement and nurturing to promote their growth.

Following the tree planting activity, the students immediately transitioned into the second part of the outreach activity: community clean-up drive. With a shared vision to a healthier and cleaner environment, participants tidy up the area, sweeping off dried leaves and clearing up pathways by removing tree branches. Waste and other debris were carefully gathered and disposed of, leaving the area cleaner. Afterwhich, the students went back to the campus and returned the borrowed equipment from the NSTP office.



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The AYAYAM: Outreach program concluded at 12:00 noon, marking the end of a successful and fulfilling day of community service with the collective efforts and active participation of the 4th year and 5th year architecture students. This outreach program activity served as a reminder of the importance of collective action in addressing environmental challenges and fostering a sense of environmental responsibility strengthening the students commitment towards a cleaner and more sustainable future.

**Documentation**



***Photo 1:*** *Getting of the 30 guyabano seedling and 20 rambutan seedlings at Nursery*






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***Photo 2:*** *Arrival at location of the Outreach Program*




***Photo 3:*** *Planting the fruit bearing seedling at the location*




***Photo 4:*** *Clean-up Drive at Masoc*

| | |
|---|---|
| **Prepared by:** | *Klaryze Aireen V. Velasquez* |
| **Date Submitted:** | *March 20, 2024* |



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## SHS Mobile Laboratory & Vermicomposting

| | |
|---|---|
| **Project Title:** | Mobile Science Laboratory |
| **Date:** | March 16, 2024 |
| **Time:** | 9:00 AM |
| **Team Composition:** | |
| **Project Leader:** | Rachille R. Francis |
| **Project Staff/Members:** | Albert C. Cabullos<br>Christian Nel R. Dominguez<br>Mark Bernard C. San Juan<br>Marites Vilma F. Sanchez<br>Ma. Danica A. Subia |

**Narrative**

On a bright Saturday morning, March 16, 2024, the grounds of Ipil Cuneg Elementary School buzzed with excitement as 19 eager pupils gathered for a unique adventure: the Mobile Science Lab. Led by six enthusiastic teachers from the Science and Technology department and supported by 11 dedicated officers of the GREEN Warriors club, the stage was set for an unforgettable exploration into the wonders of science.

The day began with a solemn opening prayer, led by Mr. Mark Bernard C. San Juan, the esteemed adviser of the GREEN Warriors Club. Following this, Mrs. Marites Vilma F. Sanchez, brimming with enthusiasm, explained the purpose of the day's activities, igniting curiosity and anticipation among the students.

Dividing into three groups—Biology, Physics, and Chemistry—the pupils embarked on a journey through various scientific realms, each group guided by the knowledgeable GREEN Warrior officers. In the Biology corner, specimens such as human lice, ants, and spiders became the focal point of exploration, unraveling the mysteries of the natural world.

Meanwhile, in the Chemistry group, colorful liquids and intriguing reactions captured the imagination of the students as they delved into the world of household acids and bases, experimenting with different pH levels under the watchful eye of their mentors.

On the other hand, in the Physics group, activities applying concepts of friction, pressure, and center of gravity came to life through engaging demonstrations and hands-on activities,


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allowing the pupils to experience the laws of Physics firsthand.

Throughout the morning, excitement filled the air as students eagerly participated in the experiments, their faces alight with curiosity and wonder. With the guidance of their teachers and the GREEN Warrior officers, they not only gained a deeper understanding of scientific principles but also discovered the joy of exploration and discovery.

To culminate the activity, the participants gathered to share their feedback, expressing gratitude for the enlightening experience. Energized and inspired, they were treated to well-deserved snacks and tokens of appreciation, symbolizing the value of their participation and enthusiasm.

The Mobile Science Lab adventure concluded with a heartfelt closing prayer, led by Ms. Freezhan Charm Alindayu, the president of the GREEN Warriors Club, uniting the students in a moment of reflection and gratitude for the boundless wonders of science.

**Documentation**



*Pupils on the hunt for a head louse to serve as the first specimen*



*Mark Bareng answering the query of a curious pupil*



*Pupils patiently queuing to examine head lice under the microscope*







| | | |
|---|---|---|
| *The pupils trying to find out for themselves which of the common household substances are acids or bases* | *Ms. Galicia and Ms. Asuncion explaining how to determine if a substance is an acid or a base* | *The Chemistry group orienting the pupils of the common household acids and bases* |





| | | |
|---|---|---|
| *Ms. Alindayu demonstrating the concept of pressure using a candle and a cup* | *The pupils trying to move the aluminum cans using a PVC charged by friction* | *The pupils doing the activity on the center of mass and gravity using stick and fork* |

| | |
|---|---|
| **Prepared by:** | **MRS. RACHILLE R. FRANCIS** |
| **Date Submitted:** | *March 18, 2024* |



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## Clean-up Drive CFE: 4081

| | |
|---|---|
| **Project Title:** | Clean-up Drive |
| **Date:** | March 23, 2024 |
| **Time:** | 7:30 A.M. |
| **Team Composition:** | |
| **Project Leader:** | Jonathan Vergara |
| **Project Staff/Members:** | |

**Narrative**

On March 23, 2024, CFE 104: 4081 class conducted a community extension program at the Saint Mary's University Campus specifically in the Mini Forest near the SEAIT buildings. At around 7:30 to 8 in the morning, the class gathered at the Builder's Pavilion at E building and took the attendance (name and time in). After which, the group then proceed to the Mini Forest to sweep, collect, and dispose the different garbage seen in the area. The class is divided into three groups to quickly get the job done. One group is situated at the beach volleyball court, the other group is situated in the volleyball court near the CNS building, and the last group is situated in the volleyball court near the GOMBURZA building.

The class barrowed cleaning materials from the LDRs and some brought their cleaning materials like *walis-tingting*, dustpan, sacks, and garbage bags. The different groups did the same tasks of plucking weeds, sweeping the leaves, collecting the branches, and segregating the plastics. Some of our classmate decided to help the LDRs in cleaning the parking lot near the oval. After the class has seen that the area is cleaned, they decided to rest and clean themselves up from the dirt, and dusts from cleaning. At around 10'o clock in the morning, the class then again gathered at the Builder's Pavilion for another checking of attendance (time out and signature). And when everything is settled, the class decided to conclude the cleaning program at the Mini Forest and parted ways.

**Documentation**



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|---|---|
| **Prepared by:** | |
| **Date Submitted:** | April 1, 2024 |

# Clean-up Drive CFE: 5047

| | |
|---|---|
| **Project Title:** | Clean-up Drive at Maurits Van Overbergh Building - Giving of Refreshment to the LDR faculty |
| **Date:** | April 3, 2024 |
| **Time:** | 1:00 PM |
| **Team Composition:** | |
| **Project Leader:** | Jonathan P. Vergara |
| **Project Staff/Members:** | Class of CFE 104 (5047) |

## Narrative

The activity, "Clean-up Drive at Maurits Vanoverbergh Building cum Giving of Refreshment to the LDR faculty" is organized by the students of CFE 104 (Code: 5047) in order to attain certain objectives. The said activity is executed to promote a clean, healthy, safe, and friendly environment (CHSF), promoting a sense of community engagement and responsibility, demonstrating the institution's commitment (sustainability and environmental awareness), portraying appreciation and recognition for the hard work and dedication of the LDR employees.

Before the word of the activity came into action, multiple suggestions and debates on how to achieve plotted objectives were discussed so that the activity could be done in the most beneficial, convenient, and rational manner under the tight schedules of the involved parties. The agreement is to include two parts in the activity, a clean-up drive and to impart refreshments to the LDR staff.

Upon arrival, the class was divided into smaller groups and was assigned to a specific area of the building. This approach ensured that the clean-up drive effort was coordinated and efficient, with everyone working together towards a common objective. The students worked together to collect trash, sweep the rooms, and clean up spaces such as hallways and pathways. Proper waste segregation was practiced in observance of CHSF. As the clean-up progressed, other students went around the campus to give out snacks to LDR employees. The students offered snacks as a sign of gratitude and


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appreciation for the LDR employees and security guards. Many expressed their gratitude for the initiative, highlighting the importance of appreciation and recognition of their contributions to the institution.

A lack of cleaning materials for the students involved was the challenge that came with the clean-up drive. It was sufficed by encouraging them to bring and provide cleaning materials of their own such as brooms, washing and disinfecting solutions, and cloth to be used as rags. As for the provision of refreshments, donations were collected from all forty-seven students. Sixty pesos was the amount agreed upon, a total of two thousand, eight hundred twenty (2,820) pesos was collected. The amount was enough to cover all the expenditures excluding the transportation. A total of 20 packs of snacks were purchased amounting to two thousand and six hundred forty pesos (2,640). Refreshments for nineteen (19) beneficiaries were given during their resting time to not disturb them during their work.

By the end of the day, the Maurits Van Overbergh Building had been transformed. The once cluttered and untidy spaces had been meticulously cleaned, and the students have achieved this through a collective effort. The distribution of snacks was well-received by the LDR employees. More so, it served as a testament of the power of community engagement in upholding CHSF, and recognizing the efforts of the LDRs.

The activity concluded as the student participants grasped increased environmental awareness and participation in environmental stewardship within the school, strengthening their bonds and camaraderie through collective engagement in the clean-up activity. On the other hand, The LDR faculty's efforts and services will be more deeply appreciated not just by participants, but also by other staff and students, resulting in increased morale and motivation among faculty members and a more favorable work environment.


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## Documentation



CFE 104 (5047) students cleaning at the surrounding areas of MV building.



CFE 104 (5047) students cleaning at MV105.



CFE 104 (5047) students cleaning at MV building rooms (MV107).



CFE 104 (5047) students cleaning at MV201.



CFE 104 (5047) students distributing snacks to LDRs.



CFE 104 (5047) giving out snacks to LDRs.



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A student giving out snacks to an LDR.

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|---|---|
| **Prepared by:** | BS PHARMACY 2-5047 |
| **Date Submitted:** | APRIL 26, 2024 |

# CHSF Brigade (April 3, 2024)

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|---|---|
| **Project Title:** | CHSF Brigade |
| **Date:** | April 3, 2024 |
| **Time:** | 1:00 P.M. |
| **Team Composition:** | |
| **Project Leader:** | |
| **Project Staff/Members:** | LMCDAC<br>SPCO<br>DSAS |

## Narrative

This year's Catholic Educational Association of the Philippines (CEAP) Region 2 Sports and Cultural Meet held on April 4-7, 2024, was hosted by Saint Mary's University. Last March 31, 2024, the Vice President for Administration issued VPA Circular No. 2024-20 to SMU Tertiary Students and Employees regarding the preparation of the CEAP Meet. It was indicated in the circular that there will be a college campus general cleaning and beautification or CHSF Brigade on April 3.

The CHSF Brigade commenced at 1:00 P.M. to 5:00 P.M. of April 3. All employees and assigned students were at the college campus cleaning and sweeping the grounds and buildings. Attendance was checked by the CDA Coordinators of each school.

## Documentation







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|---|---|
| **Prepared by:** | |
| **Date Submitted:** | |




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## Clean-up Drive CFE: 4101

| | |
|---|---|
| **Project Title:** | CLEAN-UP DRIVE |
| **Date:** | APRIL 03, 2024 |
| **Time:** | 6:00-8:00 AM |
| **Team Composition:** | |
| **Project Leader:** | BATUYONG, KATE KRENN B. |
| **Project Staff/Members :** | Abergas Maui V.<br>Baguan, Zyris A.<br>Baliwang, Danzel P.<br>Binbinon, Julie Ann Faith C.<br>Butic, Josh Nichole Tan T.<br>Corpuz, Michael Brandon Ver M.<br>Concepcion, Ashley Jude P.<br>Cuaresma, Bagnos Jr.<br>Daddaan, Cleofe D.<br>Dulawan, Jethro G.<br>Gammang, Ivan Nel<br>Hernal, Leonardo Iii<br>Lamagon, Israel L.<br>Mangili, Mars Scolly H.<br>Navan, Zenekiah A.<br>Numbanal, Khyla D.<br>Ognayon, Kyle B.<br>Olido, Carel Vernadeth M.<br>Paladin, Timothy Joshua I.<br>Pascua, Ernie F.<br>Quezon, Mark Francis P.<br>Ragual, Ronan Vince T.<br>Razonable, Rochelle Mae T.<br>Tababa, Glydle Anne P.<br>Tabayag, Lyca T.<br>Tucay, Joreen Lyra E.<br>Yambao, Francis Florentino T. |



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## Narrative

On April 03, 2024, we embarked on an extension program, a clean-up drive at Saint Mary's University Volleyball Court. This activity objectives are to instill a sense of responsibility and environmental consciousness among students, to improve the overall cleanliness around SMU College Campus, to promote waste reduction, recycling and reuse and create public awareness on waste management and environmental concerns, to help reduce the greenhouse gases and fight climate change; improving the quality of the natural environment and to set one's mind on the well-being of future generation.

It also target to Increased Awareness which student gained a deeper understanding of the importance of waste management and environmental conservation, Educational Value which the event served as a practical and valuable lesson in environmental stewardship and The concerted efforts of the students resulted in a noticeable improvement in the cleanliness and overall aesthetic appeal around the SMU College Campus

With 28 participants from the class of CFE 104 (4101) students of Saint Mary's University and the impending ground demo practice, time was of the essence. Some of us, eager to make a difference, arrived early and began the clean up efforts. Others joined in later, each lending a hand in their own way. Armed with determination, we began sweeping fallen leaves, clearing walkways, and gathering trash.

Despite the early hour, everyone pitched in. Some brought their own cleaning materials, while others borrowed from the school. There was an abundance of leaves to tackle, but with our collective efforts, it wasn't daunting. Cooperation and participation were the keys to our success.

As we worked, the atmosphere was lively, conversations flowed, stories were shared, and jokes were exchanged making the cleanup feel more like a social gathering than a chore. Time seemed to slip away unnoticed as we immersed ourselves in the task


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at hand. Everyone are eager to contribute.

By the time we were almost done, it was evident that our efforts had paid off. We extended the opportunity to those who arrived late to finish what we started, ensuring everyone played a part in our accomplishment. With unity and participation, we not only improved the school grounds but also contributed to the preparation for the CEAP 2024.

Our clean up drive at Saint Mary's University Volleyball court on April 03, 2024, was a testament to our collective effort and dedication. Despite the early hour and the task at hand, we approached it with enthusiasm and a sense of purpose. As we worked together, the bond among us grew stronger, and the sense of accomplishment was palpable.

Through our actions, we not only beautified the school grounds but also contributed to the overall cleanliness and orderliness of our campus environment. This extension program not only benefited our immediate community but also set a positive example for others to follow.

As we reflect on our clean up drive, let us take pride in what we have achieved and let it serve as a reminder of the impact we can make when we come together for a common goal. With unity and active participation, there is no limit to what we can accomplish.

**Documentation**



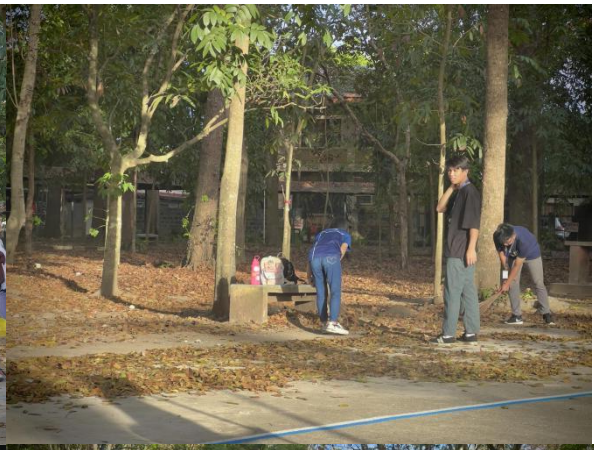


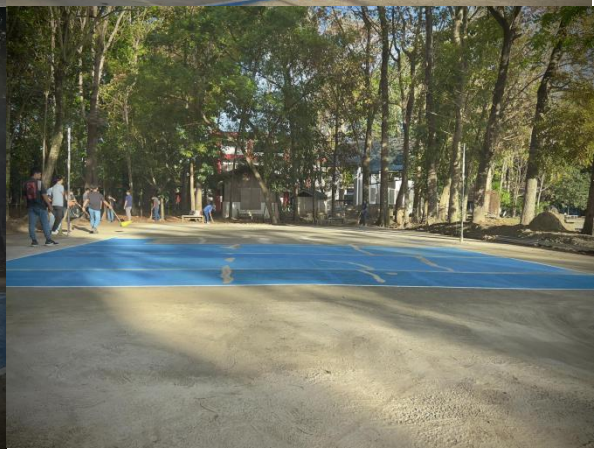

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| | |
|---|---|
| **Prepared by:** | BATUYONG, KATE KRENN B. & TABAYAG, LYCA T. |
| **Date Submitted:** | MAY 03, 2024 |

# NSTP Site Clearing

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|---|---|
| **Project Title:** | Site Clearing |
| **Date:** | April 27,2024 |
| **Time:** | 7:30 AM to 11:30 AM |
| **Team Composition:** | |
| **Project Leader:** | Domingo T. Guntalilib Jr. |
| **Project Staff/Members:** | Mr. Hansen Villanueva<br>Ms. Heidee Liclican<br>Dr. Allen S. Marquez<br>MERT Trainees |

## Narrative

On April 27, 2024, We, The MERT trainees went to Masoc, Bayombong, Nueva Vizcaya to conduct a site clearing. We are instructed to go to school before 7:00 AM because the jeep will leave at exactly 7:30 AM. During the ride, it was fun because we are given a chance to talk to the other Mert trainees. We played song, laugh and made jokes.

The area we conducted has a lot of trees and a lot of leaves and peaceful. We are warmly greeted by the land owner and the caretaker. They showed us the area that we'll clean and the newly planted trees we need to avoid while cleaning. After that, we started our task. We helped each other to clean. We sweep leaves, remove grass and put a stick on the surrounding of the newly planted trees. We are accompanied and guided by Sir Hansen, he also helped us clean and was very thoughtful because he always remind us to rest and have a water break from time to time to avoid dehydration because of the hot weather.

At exactly 10:00 AM, we left the vicinity and went back to school. While at the jeep, we talked about what we learned from that experience. Majority of us agree that we learned the importance of preserving the trees because trees contribute to the environment by providing oxygen, improving air quality, climate enhancement, conserving water,


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preserving soil, and supporting wildlife. Most of us react to the presence of trees with a pleasant, relaxed, comfortable feeling.

**Documentation**













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|---|---|
| **Prepared by:** | *Mr. Domingo T. Guntalilib Jr.* |
| **Date Submitted:** | *May 2, 2024* |

## Sweeping Gratitude: Honouring our Unsung Heroes (CFE: 3041)

| | |
|---|---|
| **Project Title:** | "Sweeping Gratitude: Honoring Our Unsung Heroes" |
| **Date:** | May 15, 2024 |
| **Time:** | 10:30 am - 11:30 am |
| **Team Composition:** | |
| **Project Leader:** | Teacher: Mr. Jonathan Vergara |
| **Project Staff/Members:** | Student: Froilan Dave Reyes (sub-leader)<br>CFE 104 (3041)<br>(Attached is the list of participants and members) |

**Narrative**

The extension program that was conducted last May 15 was a simple tribute to the hardworking employees of the university towards maintaining clean and well-maintained surroundings. The program started with a prayer followed by a warm message and words of gratitude from the Teacher and the Student Project Leader. The participants, then, prepared a unity dance that was performed together with the beneficiaries. After warming up the atmosphere, games were prepared to make them more comfortable and freer to laugh with us. The employees were filled with excitement and joy in their eyes. When the game was finished, we, the participants distributed a small token of appreciation for their hard work. In addition, the participants also prepared a simple snack. Before the program ended, some of the beneficiaries shared a message of appreciation on how they were thankful for the recognition they have received. For they were reminded once again, that they are truly important and are one of the contributing factors why Saint Mary's University has clean grounds inside and out. The program ended with a prayer for a successful activity.

The objective of this activity is to demonstrate gratitude and recognition for the often-overlooked efforts of school cleaners in maintaining a clean and hygienic environment for students and staff. It also boosts the morale and motivation of school cleaners by showing them that their hard work and dedication are valued and appreciated by the student body. In today's modern world, redemption comes in different forms, at times in ways we least expect. But the one thing that is clear is that there is dignity in work, and every worker who works hard to earn a living deserves everyone's respect and appreciation.



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The total number of donors is forty-three (43) wherein only forty (40) students participated in the said activity. The donation collected is P4,300 which covers the expenses incurred for the purchase of the hygiene kit given as a token and snacks for the nineteen (19) beneficiaries.

**Documentation**

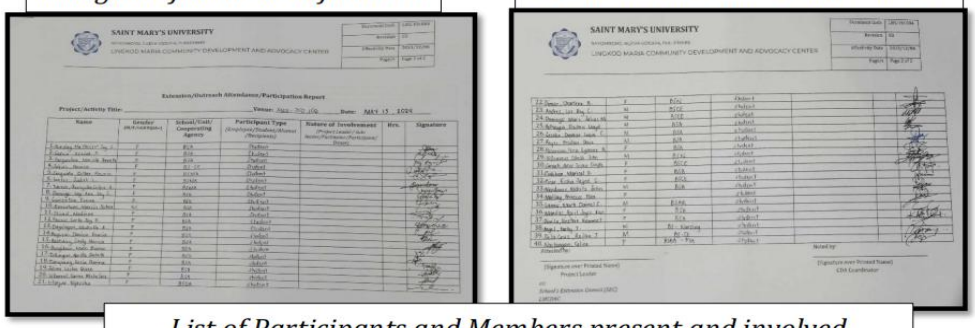


*Unity dance with the participants and beneficiaries*



*Fun game for the beneficiaries*

*Distribution of Tokens of Appreciation*



*List of Participants and Members present and involved*



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*Group photo of participants and beneficiaries*

| | |
|---|---|
| **Prepared by:** | *Buyucan, Danica*<br>*Guinsatao, Evienn*<br>*Habbiling, Cindy* |
| **Date Submitted:** | *May 27, 2024* |

## Unity Drives Cleanliness towards Marian Community (CFE: 4091)

| | |
|---|---|
| **Project Title:** | UNITY DRIVES CLEANLINESS TOWARDS MARIAN COMMUNITY |
| **Date:** | MAY 04, 2024 |
| **Time:** | 7:30-9:30 |
| **Team Composition:** | |
| **Project Leader:** | HERNAEZ, ADRIEL JAHAZIEL D. |
| **Project Staff/Members:** | Guillermo, Zhekynah B. -BSCE 2B<br>Cacho, Mark Vhill Fernan R. -BSCE 2B<br>Cajimat, Crystel Kaye- BSCE 2B<br>Calderon, Nicole D.- BSCE2B<br>Rivera, Jenny Rose T. -BSCE 2B<br>Labador, Marc Ian M.-BSCE 2B<br>Aquino, Phoebe Aliah C. BSCE 2B<br>Sadang, Paul Jenson P. BSCE 2B<br>Calagui, Princess Diane C. - BSCE 2B<br>Manzano, Justine Mel M.- BSCE 2B<br>Blanco, Mykel Jenro - BSCE 2B<br>Mahinil, Jovany D.- BSCE 2B<br>Argueza, Alliah Nicole C. - BSCE 2B<br>Asuncion, Prince Aaron Justin - BSCE 2B<br>Dela Peña, Mikee Mika Ela S. - BSCE 2B<br>Torres, Zyrah J. - BSCE 2B<br>Chimmin, Jicelle Kaythe T. - BSCE 2B<br>Asuncion, Prince Aaron Justin - BSCE 2B<br>Lamsis, Diane N. - BSAR 2B<br>Bautista, Justine Marie D.- BSCE 2B<br>Batarao, Mark V. BSCE 2B<br>Andres, Ped Anthony J. BSCE 2B<br>Yasay, Marjonette Gail A. - BSAR 2B<br>Tiam, Jares Jade C. - BSCE 2B<br>Estabillo, Jose Karlos L. - BSCE 2B<br>Bartido, Novabea – BSCE 2B |



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## Narrative

Our project manifests the essence of CHSF *(Clean, Healthy, Safe and Friendly)* and Marian identity. Emphasize the importance of environmental initiative that inspires and empowers individuals to clean and fix up the surroundings. Create sense of community, unity, and teamwork among students. Contribute to the neighborhood's waste reduction and related issues to maintain cleanliness. Raise awareness among Marian students to dedicate themselves to community services for the benefit of the society.

The extension program that was successfully executed on May 4, 2024, involved a minimum of 26 participants, excluding the project leader. Both expenses and donations were zero. All that was made was sheer teamwork and initiative. The areas cleaned by our class code are between area of H and D- buildings, D and E- buildings, E and S- buildings and lastly between S and RS- buildings.

## Documentation
















| | |
|---|---|
| **Prepared by:** | *ADRIEL JAHAZIEL D. HERNAEZ* |
| **Date Submitted:** | *MAY 11, 2024* |



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# SoGS Inventory of Trees and Assessment of Environmental Conditions of a University Campus in Nueva Vizcaya (outreach research)

| | |
|---|---|
| **Project Title:** | Inventory of Trees and Assessment of Environmental Conditions of a University Campus in Nueva Vizcaya, Philippines-Outreach Research |
| **Date:** | Jnuary to May 2024 |
| **Time:** | |
| **Team Composition:** | |
| **Project Leader:** | Arlene Tabaquero |
| **Project Staff/Members:** | Alicante, F.P.,<br>Balic, A.G.V.,<br>Sumandal, A.H.,<br>Udanga, J.D |

## Narrative

This study primarily focused on identifying trees and assessing the environmental conditions of an academic institution in Nueva Vizcaya, Philippines. Specifically, it sought to determine the biodiversity indices of tree species and test the water and soil conditions of the campus. A survey of trees and laboratory analysis of water and soil were conducted to gather the necessary data. The study revealed 45 species of trees across 27 families, with Meliaceae having the most number of species. Among the four quadrats, quadrat 1 had the highest species richness with Margalef's Index of 5.28. Additionally, quadrat 3 had the highest species evenness with a Pielou's Index value of 0.72. Quadrat 3 also had the highest diversity with a Shannon Index value of 2.78 and Simpson's Index value of 0.93. Furthermore, analysis of water samples showed that the water pH level ranged from 7.5 to 7.6 and that chlorine, nitrate, and ammonia levels were all below 0.5mg/L. The dissolved oxygen content ranged from 3.5 mg/L to 5.0 mg/L, indicating that the water in all quadrats is potable and safe for human consumption. Soil analysis indicated that the samples had an acidic pH level ranging from 4.3 to 6.2. In addition, NPK results showed low nitrogen levels, medium phosphorus levels, and high potassium levels. It is recommended that rare tree species native to the area be prioritized for conservation and propagation activities. Continuous water analysis is also suggested to ensure that the water remains safe and drinkable. Adjustments and regulations in soil are also recommended to promote healthier growth for plants and trees.



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## Documentation

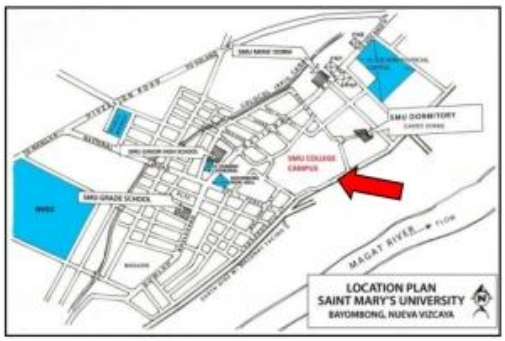



*Figure 1. Part of the Municipality Map of Bayombong showing the location of Saint Mary's University (photo retrieved from https://smu.edu.ph/home/maps-and-directions/*




*Figure 2. Saint May's University Campus Layout showing the estimated four (4) quadrats (photo retrieved from https://smu.edu.ph/home/maps-and-directions/)*

### Relative Species Abundance of Trees

*Table 1. Frequency and Relative Species Abundance of Trees Across Four Quadrats*

| Family | Species | Common Name | f | RA | Total |
|---|---|---|---|---|---|
| Anacardiaceae | *Mangifera indica L. var. indica* | Mango | 36 | 4.66% | 36 |
| Annonaceae | *Polyalthia longifolia (Sonn.) Thwaites* | Ashoka Tree | 2 | 0.26% | 2 |
| Araliaceae | *Schefflera actinophylla (Endl.) Harms* | Umbrella Tree | 6 | 0.78% | 6 |
| Araucariaceae | *Araucaria heterophylla (Salisb.) Franco* | Norfolk Island Pine | 12 | 1.55% | 12 |
| Arecaceae | *Hyophorbe lagenicaulis (L.H.Bailey) H.E.Moore var. lagenicaulis* | Bottle Palm | 1 | 0.13% | 54 |
| | *Veitchia merrillii (Becc.) H.E.Moore var. merrillii* | Christmas Palm | 49 | 6.35% | |
| | *Cocos nucifera L. var. nucifera* | Coconut Palm | 1 | 0.13% | |
| | *Phoenix dactylifera L. var. dactylifera* | Date Palm | 1 | 0.13% | |
| | *Cayota mitis (Jacq.) Cogn.* | Poison Arrow Tree | 1 | 0.13% | |
| | *Cyrtostachys renda Blume var. renda* | Red Sealing Wax Palm | 1 | 0.13% | |
| Asparagaceae | *Dracaena marginata Lam. var. marginata* | Dragon Tree | 4 | 0.52% | 5 |

| | | | | | |
|---|---|---|---|---|---|
| | *Dracaena cinnabari Balf.f. var. Cinnabari* | Socotra Dragon Tree | 1 | 0.13% | |
| Caricaceae | *Carica papaya L. var. papaya* | Papaya | 26 | 3.37% | 26 |
| Combretaceae | *Terminalia catappa L. var. catappa* | Indian Almond | 6 | 0.78% | 6 |
| Cupressaceae | *Cupressus sempervirens L. var. sempervirens* | Italian Cypress | 2 | 0.26% | 5 |
| | *Platycladus orientalis (L.) Franco var. orientalis* | Oriental Arborvitae | 3 | 0.39% | |
| Dipterocarpaceae | *Artocarpus blancoi Merr.* | Blanco's Breadfruit | 29 | 3.76% | 29 |
| Fabaceae | *Acacia koa A.Gray var. koa* | Hawaiian Koa | 25 | 3.24% | 73 |
| | *Cassia fistula L. var. fistula* | Golden Shower Tree | 3 | 0.39% | |
| | *Pterocarpus indicus Willd. var. indicus* | Narra | 27 | 3.50% | |
| | *Leucaena leucocephala (Lam.) de Wit var. leucocephala* | White Leadtree | 12 | 1.55% | |
| | *Inga edulis Mart. var. edulis* | Ice Cream Bean | 2 | 0.26% | |
| | *Delonix regia (Hook.) Raf. var. regia* | Royal Poinciana | 4 | 0.52% | |
| Firmiana | *Firmiana simplex (L.) W.Wight var. simplex* | Chinese Parasol Tree | 6 | 0.78% | 6 |
| Icacinaceae | *Icacina oliviformis Oliv.* | Icacina | 6 | 0.78% | 6 |
| Lamiaceae | *Gmelina arborea Roxb. var. arborea* | Gmelina | 42 | 5.44% | 57 |
| | *Vitex negundo L. var. negundo* | Chinese Chaste Tree | 6 | 0.78% | |
| | *Tectona grandis L.f. var. grandis* | Teak | 9 | 1.17% | |
| Lauraceae | *Persea americana Mill. var. americana* | Avocado | 3 | 0.39% | 3 |
| Malvaceae | *Pachira aquatica Aubl. var. aquatica* | Money Tree | 7 | 0.91% | 7 |
| Meliaceae | *Toona calantas Merr. var. calantas* | Philippine Mahogany | 361 | 46.76% | 361 |
| Moraceae | *Ficus benjamina L. var. benjamina* | Weeping Fig | 1 | 0.13% | 6 |
| | *Artocarpus altilis (Parkinson) Fosberg var. altilis* | Breadfruit | 1 | 0.13% | |
| | *Ficus carica L. var. carica* | Common Fig | 4 | 0.52% | |
| Moringaceae | *Moringa oleifera Lam. var. oleifera* | Moringa | 7 | 0.91% | 7 |
| Musaceae | *Musa spp. L. var. spp.* | Banana | 17 | 2.20% | 17 |
| Myrtaceae | *Psidium guajava L. var. guajava* | Guava | 5 | 0.65% | 5 |
| Pinaceae | *Pinus sylvestris L. var. sylvestris* | Scots Pine | 17 | 2.20% | 17 |
| Podocarpaceae | *Podocarpus macrophyllus (Thunb.) Sweet var. macrophyllus* | Buddhist Pine | 4 | 0.52% | 4 |
| Rosaceae | *Antidesma bunius (L.) Spreng. var. bunius* | Bignay | 4 | 0.52% | 4 |
| Rubiaceae | *Gardenia jasminoides J.Ellis var. jasminoides* | Gardenia | 1 | 0.13% | 1 |
| Rutaceae | *Citrus maxima (Burm.) Merr. var. maxima* | Pomelo | 4 | 0.52% | 14 |
| | *Citrus reticulata Blanco var. reticulata* | Mandarin Orange | 8 | 1.04% | |
| | *Citrofortunella microcarpa (Bunge) Wijnands var. microcarpa* | Calamondin | 2 | 0.26% | |
| Sapindaceae | *Nephelium lappaceum L. var. lappaceum* | Rambutan | 2 | 0.26% | 3 |
| | *Itoa orientalis (Jacq.) R.Br.* | New Caledonia Tree | 1 | 0.13% | |

| | |
|---|---|
| **Prepared by:** | *Arlene Tabaquero* |
| **Date Submitted:** | *May 31, 2024* |

**ANNEX E: DISASTER RISK REDUCTION PROGRAM**

**SHS Fire Safety Awareness and Basic First Aid Training at Ipil-Cuneg**

| | | |
|---|---|---|
| **Project Title:** | Fire Safety Awareness and Basic First Aid | |
| **Date:** | April 20, 2024 | |
| **Time:** | 8:00 AM- 12:00 Noon | |
| **Team Composition:** | | |
| **Project Leader:** | Mrs. Michelle Bernardino-Pagaduan | |
| **Project Staff/Members:** | Mrs. Pedelina Bulligan | Xandrick Jan Allan Perez |
| | Donnabelle Bernal | Regie Aquimba |
| | Javin Glynne Mayawin | Joseph Bryan Lantion |
| | Klaise Angel Josephanie Respicio | Neil Giro Villamorel |
| | Marie Zea Caguioa | Angela Jade Ursua |
| | Jan Carlo Mariano | |

**Narrative**

The Senior High Emergency Response Team (SHERT), in collaboration with the Bureau of Fire Protection-Bayombong (BFP), conducted an extension activity entitled Fire Safety and Basic First Aid on April 20, 2024, at Baranggay Ipil Cuneg, Bayombong, Nueva Vizcaya. The purpose of this activity is to equip the residents of the said community with knowledge and to educate the youth, Barangay health workers, teachers, and Barangay officials about basic first aid on common emergencies, bandaging techniques, and basic firefighting.

The extensionists, together with the resource speakers, accomplished the following:

1. Equipping the residents with the knowledge of basic firefighting.
2. Providing the residents with the knowledge of basic first aid on common emergencies and bandaging techniques.
3. And imparting knowledge about the extreme heat index and its possible effects.

Moreover, there were also challenges that the extensionists encountered such

as teaching with diverse age groups and the availability of the people living there since they have prior activities to do. The lack of maybe information dessimination leads to less than th expected number of participants attended the said activity.

Furthermore, there were two (2) resource speakers from the BFP, namely, FO1 Cyril Camarao and FO1 Altria Christmae Eballar; and twelve (12) extensionists, including eight (8) SHERT officers, two (2) SHERT members, and two (2) coordinators. Pursuant to this, there were two (2) SHERT members who donated triangular bandages and bandaids. Additionally, there were a total of fifty-nine (59) total recipients of the said activity. Lastly, the total expenditure was Php 8,523.00, which consists of accommodations, transportation, donations for the community and others. The donations was from the SHERT Adviser, Officers and members.

**Documentation**



Lending of some first aid kits and bandagaes learning to the representative of BBHERT



The community trying to apply their from the speakers from the BFP

| | |
|---|---|
| **Prepared by:** | Mrs. Michelle B. Pagaduan and Regie Aquimba |
| **Date Submitted:** | *04/22/2024* |



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**ANNEX F: HEALTH & WELL-BEING PROGRAM**

**SHANS-CNS Water Analysis at Sitio Masina, Baretbet, Bagabag, N.V**

| | |
|---|---|
| **Project Title:** | *Water Analysis at Sitio Masina, Brgy. Baretbet, Bagabag, Nueva Vizcaya* |
| **Date:** | January 27-29, 2024 |
| **Time:** | ----- |
| **Team Composition:** | |
| **Project Leader:** | Dr. Elsa Cajucom |
| **Project Staff/Members:** | Mr. Jason Arnold Maslang (Sub-Leader)<br>CNS Lab Assistants<br>1.Mr. Regidor L. Almendral<br>2.Mr. Vincent Carlo C. Boniol<br>3.Mr. Michael S. Catacutan<br>4.Mr. Gabrielle Christoph E. Eraña<br>CNS Faculty<br>1.Ms. Aika Fritz Y. Bejosano<br>2.Mrs. Cathelyn C. Mariano<br>3.Mr. Charl Teodie J. Uy<br>4.Mrs. Julieta A. Villanueva<br>LMCDAC Office<br>Dr. Christopher Allen S. Marquez |

**Narrative**

In 2021, the Saint Mary's University (SMU) Local Government Multi-Sectoral Collaboration Development and Advocacy Center (LMCDAC) conducted a comprehensive needs assessment in Sitio Masina, a rural community in Nueva Vizcaya, Philippines. The assessment revealed that the primary source of household water in the area is derived from natural springs, rivers, or streams. However, there had been no prior water analysis conducted to ensure its safety for consumption.

In response to the findings of the needs assessment, the University Research Center (URC) of Saint Mary's University initiated a project aimed at ensuring the cleanliness and safety of the water supply in Sitio Masina. The primary objective of this project is to conduct thorough water analysis on the existing water sources to assess their physico-chemical and bacteriological quality.



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The project members set out for Sitio Masina at approximately 7:30 AM on January 27, 2024, and reached their destination around 9:00 AM. They traveled mainly by van, although some chose to drive their personal vehicles. Upon arrival, the team introduced themselves to the residents, presenting the project's aims, expected outcomes, and timeline. Together with the community, they mapped out a route for conducting water analysis and commenced their trek at 11:00 AM. The expedition lasted two hours, during which they collected samples from three primary water sources to evaluate their physicochemical properties. The return hike to their lodging took about an hour. During this time, strategies for ensuring the purity of the water supply were further discussed. The team bid farewell to the local community at 3:00 PM and returned to the university. Two lab staff members stayed behind on campus to perform the microbial analysis component of the project.

On May 15, 2024, the research write-up will be submitted to the LMCDAC Director and URC Director.

**Documentation**



Dr. Allen Marquez (LMCDAC Director) introduced to the Sitio Masina community the team comprising of 10 members from the SMU CNS led by Mr. Jason Maslang. After which, he explained to the residents the objectives of the water assessment.

The Brgy. Kagawad also introduced the members of the community who are present during the orientation proper. He informed the SMU team the location of the three water sources.



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Water samples were obtained from the three water sources. These samples were subjected to physico- chemico and bacteriological analyses.

**LIST OF DONORS**

| | |
|---|---|
| 1, Lorna C. Aban | PhP 500 |
| 2. Gloria Vicky A. Antonio | PhP 500 |
| 3. Michael S. Catacutan | PhP 500 |
| 4. Alicia Z. Jubay | PhP 500 |
| 5. Gliceria A. Marzan | PhP 500 |
| TOTAL | **PhP 2500** |

**OtherExtensionists** (Off-Site)

| | |
|---|---|
| 1. Gregg Austine M. Balanag | Food Committee |
| 2. Olivar Reimos D. Barroga Jr. | |
| 3. Jaryl Kate T. Dinamling | |
| 4. Kristine Valerie V. Guillermo | |
| 5. Marivic Mae B. Panganiban | |
| 6. Robert S. Aceret | Coordinated the Transportation |
| | |

| | |
|---|---|
| **Prepared by:** | *ELSA L. CAJUCOM* |
| **Date Submitted:** | *April 17, 2024* |



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# Medical, Dental and Optical Mission at Don Mariano Marcos, Bayombong

| | |
|---|---|
| **Project Title:** | Don Mariano Marcos Medical, Dental and Optical Mission |
| **Date:** | February 10, 2024 |
| **Time:** | 8:00 AM |
| **Team Composition:** | |
| **Project Leader:** | Kristelle P. de Castro |
| **Project Staff/Members:** | Medical, Dental and Optical Mission<br>Melchora M. Bautista – Project Subleader<br>Mona Liza R. Acosta – former faculty |

## Narrative

The Don Mariano Marcos Medical Mission aimed to provide free medical, dental, and optical aid to the residents of the said barangay. The representatives from School of Health and Natural Sciences Pharmacy department led by Kristelle P. de Castro and Melchora M. Bautista – project leader and subleader respectively, along with 5 pharmacy students arrived the venue on time. Volunteer students were designated on the dental, optical and dispensing sections to accommodate the recipients. Medication counselling was provided well on each individual. Excess medicines from the said event were endorsed to the barangay clinic staff for further distribution to non-attendees.

Overall, the project was successful, and the objectives were carried out well. The head of the barangay Hon. Norris John S. Okamoto accommodated well the concerns of the team in providing good medical service to the residents. Volunteer doctors and representatives from Philippine Pharmacists Association Nueva Vizcaya Chapter were also present to aid in the event.

## Documentation







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| | |
|---|---|
| **Prepared by:** | Kristelle P. de Castro, RPh |
| **Date Submitted:** | 6 June 2024 |

# Run for the Woman

| | |
|---|---|
| **Project Title:** | RUN for the WOMAN |
| **Date:** | March 6, 2024 |
| **Time:** | 6:00 AM |
| **Team Composition:** | |
| **Project Leader:** | Mrs. Alona C. Costales |
| **Sub Leaders** | Dr. Felipe V. Nantes<br>Mr. Samuel B. Damayon<br>Mrs. Ruby Lyn R. Nuestro<br>Mrs. Grace Marabut |
| **Staff/Members:** | Maria Louisa Dio<br>Gerly B. Casilla<br>Allan Guiab<br>Laarni Marantal<br>Kristine Ann L. Israel<br>Galo Augustine R. Augustine<br>Alfredo Julio Montoya<br>Reiner B. Dulawan<br>Marian Social Work Organization Officers<br>Kyle Jhustine Gannaban<br>Reiji Marcial Habbiling<br>Elisha Talitha Lo<br>Ann Camille Medina<br>Von Alexis Dela Pena<br>Bea Zyrille Domingo<br>Weizelle Tolentino<br>Lei Carmela Lauan<br>Katherine Labiano<br>Jhonah Grace Nabehet<br>Nicole Domincel |
| **Narrative** | |
| With this year's theme, Lipunang Patas sa Bagong Pilipinas: Kakayahan ng Kababaihan, Patunayan,"Saint Mary's University initially celebrated Women's Month | |


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through the "Run for the Woman" event on March 6, 2024. This activity seeks to create a platform for students, faculty, and staff to come together to foster a more inclusive world for women.

The registration commenced at 6:00 a.m., officially marking the beginning of the event. It opened with the university prayer, followed by the welcome remarks of Mrs. Alona C. Costales. She encouraged everyone to run or walk not only for themselves but also for the women who have paved the way and for future generations by honoring the rights, strengths, resilience, and accomplishments of women worldwide. A warm-up exercise before the actual run was led by some members of the Marian Social Work Organization. The activity concluded with the closing remarks, of Dr. Felipe V. Nantes who expressed gratitude for everyone's participation.

This gathering saw a total of 236 participants, comprising students, faculty, and staff, engaging in a challenging yet joyful and meaningful activity.

**Documentation**




The Criminology Student Interns as they run with purpose advocating equality, empowerment and equality


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Mrs. Alona C. Costales sets the tone with her welcome remarks



A teacher who leads by example promoting strength and equality for all







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Dr. Felipe V. Nantes concluding with gratitude for a better, more empowered future for the women

| | |
|---|---|
| **Prepared by:** | Alona C. Costales |
| **Date Submitted:** | *March 18, 2024* |

# Health Caravan

| | |
|---|---|
| **Project Title:** | Philippine Red Cross "Health Caravan" |
| **Date:** | March 18, 2024 |
| **Time:** | 8:00 AM to 12:00 PM at NVSU Campus |
| **Team Composition:** | |
| **Project Leader:** | Kristelle P. de Castro |
| **Project Staff/Members:** | Philippine Red Cross "Health Caravan"<br>Magdalena A. Juan - facilitator<br>Jaimie Tecson – student<br>Shada Banghallan – student<br>Christian Cummiting – student<br>Kyle Clint Dulawan – student<br>Zhelyne Manzano – student<br>Julia Acapen – student<br>Raiven Evangelista – student<br>Mark Anthon Dela Cruz – student<br>Lovely Janelle Antonio – student<br>Chestryn Castro – student |

**Narrative**

The Philippine Red Cross "Health Caravan" aimed to serve those in need of basic health services and access to basic health information by showcasing the core Philippine Red Cross services. It served to provide free medicines, medical consultation, tooth extractions and basic vital signs assessment to NVSU students and the public as well. The Pharmacy Department of the School of Health and Natural Sciences, led by project leader Kristelle P. de Castro, along with 10 students and faculty participants, set the activity on time. Although the event targeted more participants, it only accounted less than 50 individuals.

Red cross personnel along with Marian Pharmacy students assessed the vital signs of the individuals prior to medical consultation with the dentists and doctors. They assisted in checking each patient's blood pressure, temperature, and oxygen levels. Student volunteers from the Pharmacy department assisted with distributing medicines and guided them well on how to properly take their medications.

Overall, the objectives of the event were carried out well. The remaining medicines were


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endorsed to Ma'am Juan.

**Documentation**



Project leader Kristelle P. de Castro instructing Marian Pharmacy students on medication counselling





Marian Pharmacy Department volunteers after event



Project leader Kristelle P. de Castro with Red Cross facilitator

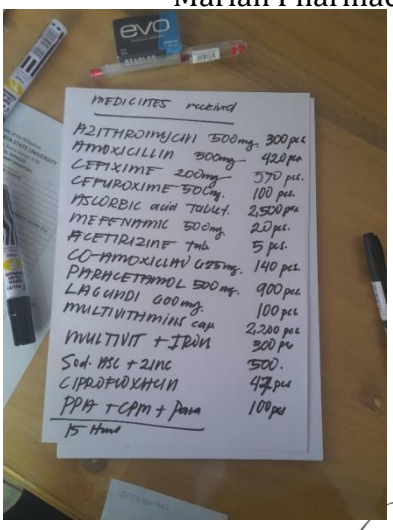


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Marian Pharmacy student on medication counselling




Inventory of free medicines received for distribution



| | |
|---|---|
| **Prepared by:** | Kristelle P. de Castro |
| **Date Submitted:** | 6 June 2024 |

## Takbo para sa Kalusugan, A Run for a Cause Initiative

| | |
|---|---|
| **Project Title:** | Takbo para sa Kalusugan: A run for a cause initiative |
| **Date:** | March 23, 2024 |
| **Time:** | 5:30 am-8:00 am |
| **Team Composition:** | |
| **Project Leader:** | Melchora M. Bautista |
| **Project Staff/Members:** | Dr. Joman J. Baliton<br>Brent Jericko P. Narciso |

**Narrative**

The School of Health and Natural Sciences at Saint Mary's University, specifically the Pharmacy Department, was invited to participate in an activity organized by three organizations - the Philippine Pharmacists Association-Nueva Vizcaya chapter, Tribu Vizcayano, and GAMMA Spectrum Clan. Dr. John Tayaban approved the invitation and permitted voluntary participation. The department was represented by Mrs. Melchora Bautista, the Head of Pharmacy and Vice-President of PPHA-NV Chapter. Mrs. Bautista facilitated the pre-registration process and successfully registered 67 participants. On the day of the activity, Mrs. Bautista, along with Mr. Brent Jericko Narciso and Mrs. Luningning Malabanan, arrived at the Capitol Grounds at 5:30 am, which was the meet-up area and the location for the opening program. The event began with a 15-minute Zumba session, followed by the opening program. The run started at 6:45 am, and the first three finishers were awarded cash prizes donated by Governor Jose Gambito.

SMU received a certificate of appreciation for the generous support it provided for the activity along with other support groups including Gov. Gambito. The proceeds from the event will be utilized for future extension services, including a medical mission scheduled for May 2024. The activity concluded at around 8:00 am.



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## Documentation




SMU Participants




Warm up through a Zumba dance



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The run



Left to right Mrs. Malabanan, Mr. De Mesa, Mr. Cabaral, Mrs. Bautista, Ms. Aika, Mr. Narciso and Mrs. Peralta

| | |
|---|---|
| **Prepared by:** | *Melchora Bautista* |
| **Date Submitted:** | *March 27, 2024* |

# Medical, Dental and Optical Mission at Vista Alegre Bayombong

| | |
|---|---|
| **Project Title:** | Medical, Dental, & Optical Mission<br>Vista Alegre, Bayombong, Nueva Vizcaya |
| **Date:** | April 12, 2024 |
| **Time:** | 8 AM |
| **Team Composition:** | |
| **Project Leader:** | Maria Shiela M. Ramos, RMT |
| **Project Staff/Members:** | Melchora M. Bautista, RPh<br>Robert Aceret |

## Narrative

In the spirit of compassion and service, SHNS team embarked on a medical mission to provide healthcare support to the community of Vista Alegre. With a diverse team of healthcare professionals, volunteers, and support staff, we aimed to address the healthcare needs of the local population and promote wellness to the residents of barangay. SMU-Pharma department involvement was initialized by the Chairperson-SK Hon. Tamara Algeia Mae M. Molina, with the endorsement of the Punong Baranggay of Vista Alegre, his honorable Michael Angelo M. Flores. A letter of communication was sent to the president of Philippine Pharmacist Association, Ms. Luningning L. Malabanan, RPh. Ms. Luningning seek the cooperation of SMU pharmacy department and communicated with Mrs. Melchora M. Bautista, RPh, the department head of the program. LMCDAC was informed of the said medical mission.

In accordance with the celebration of the 2nd IKAN Festival and 42nd Baranggay Patron Fiesta on April 12-14, 2024, with the theme "Pagpapamalas ng Sining at Galing ng mga mamamayan tungo sa Pagkaka-isa at Maunlad na Baranggay", medical and dental care mission was held which is one of the highlights of the occasion. Residents waited for this event. Free medicines and checkup were conducted, with the dental team provided tooth extraction and checkup.

Months of meticulous planning preceded for this activity. The sangunian kabataan of the barangay secured medical supplies, equipment, and pharmaceuticals, ensuring that they provide everything necessary for the delivery of comprehensive care. Volunteers underwent training sessions to prepare for the challenges of working in resource-limited settings and to foster teamwork and cultural sensitivity. Professional associations


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collaborated and very supportive to the event. Solicitations and sponsorships were led by the representatives of these associations.

As we journeyed to the community, anticipation mingled with a sense of purpose. Upon arrival, we were greeted warmly by community leaders and residents, their gratitude palpable as they welcomed us into their midst. The venue was in a daycare center, tents and tables were arranged efficiently, transforming an open space into a hub of healing.
An area for drug dispensing was placed nearby the consultation area, where SMU-Pharma students deliver the distribution of medicines after the physician provided the request, with the close guidance of the registered Pharmacist, Ma'am Melchora.

With each passing hour, the buzz of activity grew as patients began to arrive, seeking relief from ailments both acute and chronic. The estimated recipients attended was about 50- 70 people. Dental concerns and medical interventions were the services provided. Two
(2) dentists and a family physician, do the consultations. A lot of the recipients submit themselves for tooth extraction, children, adults, and elderly alike. Most of the elderly lined up in the medical consultation, seeking help from their health concerns, such as asthma, hypertension, diabetes, gout, etc. Most of the Medicines were distributed as the physician requested.

**Documentation**











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| | |
|---|---|
| **Prepared by:** | *Maria Shiela M. Ramos,RMT* |
| **Date Submitted:** | *April 19, 2024* |



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# SHS Cause for Paws: Community Outreach at the Animal Shelter

| | |
|---|---|
| **Project Title:** | Cause For Paws |
| **Date:** | April 20, 2024 |
| **Time:** | 8:00 AM |
| **Team Composition:** | |
| **Project Leader:** | Rachille R. Francis |
| **Project Staff/Members:** | Pedelina D. Bulligan<br>Charles Ron V. Capin<br>Mark Bernard C. San Juan<br>Freezhan Charm Alindayo<br>CLVED classes<br>GREEN Warriors Society Members |

## Narrative

In a heartfelt collaboration between the CLVED classes and GREEN Warriors Society under the Science and Technology department, an extension activity entitled "Cause for Paws" was initiated on April 20, 2024 with profound objectives and outcomes in mind. The primary aim was to exemplify the Christian values of compassion and stewardship towards all living creatures, particularly animals in need. This initiative sought to foster a culture of love, respect, and empathy towards animals, rooted in the belief in the inherent value and dignity of every living being.

The activity involved 8 groups from CLVED classes, and GREEN Warriors Society officers, and members who poured their efforts into the cause, epitomizing the spirit of giving and generosity. A total of Php 12,140.00 was spent on cat foods, medicines, vitamins and treats for the fur babies while Php 3, 408.00 was used to purchase more than 300 pieces of hollow blocks. Monetary contribution for veterinary bills and vaccines amounting to Php 10,250.00 was also given. Such provisions were made possible through the diligent fundraising efforts of the students, augmented by the kindness of 22 faculty and staff who graciously covered transportation expenses amounting to Php 1200.00 and the excess amount was given as an additional monetary contribution.

Upon arrival at the Furever Home Animal Shelter, the group was warmly received by Mrs. Elena Viloria, the compassionate owner and manager. The shelter, a beacon of hope for stray, neglected, and abused dogs and cats, houses a substantial number of animals—128 adult cats, 23 kittens, and 29 dogs—dependent on donations and sponsors for their needs.


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During the tour, the participants witnessed firsthand the living conditions of the shelter's residents. The pregnant and nursing cats, along with their kittens, resided in the first compound, some in cages, while others roamed freely. A nipa hut served as their sleeping quarters, though some cats exhibited signs of illness such as colds, highlighting the necessity for medical attention. In another compound, more adult cats who escaped from the first compound were kept in an enclosure. However, the owner said that she is planning to transfer the enclosure to the first compound thus, the need for hollow blocks. Regrettably, due to safety concerns, access to the dog compound was restricted because some of the dogs, according to Mrs. Viloria are aggressive. She said that it is way easier to rehabilitate abused dogs physically but the trauma that they suffered may last for a lifetime.

Moved by the plight of these creatures, the group presented their donations to Mrs. Viloria, who expressed profound gratitude for the assistance provided. In a show of solidarity, the participants collectively carried more than 300 hollow blocks, dedicated for constructing improved enclosures for the cats, a tangible symbol of their commitment to the cause. Mrs. Viloria agreed to provide updates on utilizing the supplies, ensuring transparency and accountability.

Before the activity ended, Mrs. Viloria and 3 other family members who are integral to the shelter's operations completed the feedback form. Through "Cause for Paws," the participants not only fulfilled their objectives but also embodied the principles of responsible pet ownership and compassionate stewardship, fostering a community united in support of animals in need.

**Documentation**





*Participants having a tour in the compound checking on the conditions of the furbabies in the shelter*



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*Epitomizing the spirit of giving and generosity, the participants turned over some supplies and amount of money to Mrs. Viloria, the owner of Furever Animal Shelter*





*Participants exhibiting the essence of bayanihan in carrying more than 300 pieces of hollow blocks to accomplish the task easier and faster.*

## LIST OF DONORS

| Name | Amount |
|---|---|
| 1. Mayawin, Jolina | 300.00 |
| 2. Cabullos, Albert | 100.00 |
| 3. Palecepec, Luzviminda | 100.00 |
| 4. San Juan, Mark Bernard | 100.00 |
| 5. Armando, John Carlo | 50.00 |
| 6. Dela Peña, Lady Valen | 50.00 |
| 7. Subia, Ma. Danica | 60.00 |
| 8. Dominguez, Christian Nel | 100.00 |
| 9. Barbieto, Eloisa | 50.00 |



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| | |
|---|---|
| 10. Cordero, Scottie | 20.00 |
| 11. Gorospe, Chery Ann | 20.00 |
| 12. Abraham, Joshua | 50.00 |
| 13. Nillo, Joyce | 50.00 |
| 14. Tuazon, Mica | 50.00 |
| 15. Vicente, John | 50.00 |
| 16. Baladad, Helen | 30.00 |
| 17. Tolentino, Miguel | 50.00 |
| 18. Bibas, Melina Angela | 50.00 |
| 19. Dapiawen, Kristel Joy | 100.00 |
| 20. Pagaduan, Michelle | 50.00 |
| 21. Sanchez, Marites Vilma | 50.00 |
| 22. Rachille R. Francis | 700.00 |

**STUDENTS' REFLECTION TO BE PROCESS IN THE CLASSROOM**

Ever since I was a kid, I was taught that life on earth is not anthropocentric, that there are different life forms aside from our notion that we, humans, govern them. Although we cannot deny that we are the highest form of life because we have a distinct cognitive ability, it is also our responsibility to take care of various life forms because that is our role given to us by God himself. We are called to be the stewards of life forms. Fortunately, we were able to somehow fulfill this role when we were given a chance to extend our help to an animal shelter. Throughout that journey, it was indeed challenging to raise funds. But our hearts felt full because we were able to help and value the lives of other life forms, especially the dogs and cats who were abused and neglected. Seeing their faces, these animals experienced cruelty but they still love humans. That made me even more realize the essence of our activity, that is to become the voice of the voiceless.

***-Freezhan Charm Alindayo***

Last Saturday we arrived at the Furever home animal shelter Curifang, Solano, Nueva Vizacaya to hand over the Vet needs and foods for the rescued cats and dogs. The main thing we try do is to give love to the cats and dogs that don't really have a home and lack of support for their needs. I am able to learn new things everything's everyday by helping in the shelter in that simple thing, at least. Helping our furry friends that want a home and only want to be loved by someone gives me joy. As a cat lover with 17 cats at home, this has made me not only want to


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help the other animals but to always help others in ways that I can.

***-Alexy Fregillana***

On the 20th day of April 2024, The Green Warriors Society Club arranged an outreach program to help the Furever Home Animal Shelter, and we were part of that outreach program. During that experience, I felt glad to contribute to the change that is occurring, as even a small amount makes a difference. Knowing that we contributed to a positive outcome makes me happy, and I'm proud to live in a community that values compassion, especially towards animals. Giving back to the community and supporting a worthy charity was satisfying, and I hope that the contributions we make will improve the lives of ailing animals and their caregivers.

***-Sherwin Panganian***

Through our "Cookies for a Cause" fundraising project, we've been able to donate veterinary vitamins and medicines to the Furever Home Animal Shelter. This experience has been a real-life lesson in biology and empathy. I've learned that biology isn't just about studying life, it's about understanding the processes that sustain it. Just like us, animals require care and compassion to thrive. By providing these necessities, we're not only helping these animals live healthier lives, but we're also participating in the cycle of life that connects every living being. This project has shown me that science is more than facts in a textbook, it's a call to action to nurture all forms of life.

***-Hathea Mendoza***

Ever since I was young, I have been fond of animals, especially with dogs. And as I grew up, I developed and understood more of their nature. I became more knowledgeable and aware of their situations. As someone who also own dogs, I love seeing them full of energy and fats. Likewise, seeing them sorrowful and ill, saddens me too.

In today's world, people have been busy and neglectful. Unfortunately, this negligence is experienced by innocent animals also, leaving them with no home nor food. However, there are still people who give concern to pitiful beings. There are those who feed them and some even build a shelter to cater a number of rescues. One of the many shelters is found in Solano, Nueva Vizcaya which they call, Furever Home Animal Shelter. As a student who isn't much capable of helping yet, I am thankful to have projects that enable us to reach out to different beneficiaries to give donations that will them in one way or another.

From the activity we did of donating medicines and vitamins to the said shelter, i had never

felt accomplished when we handed out our charity to the shelter's owner. This act brought me a happy heart and soul. That day, my dream to give assistance to shelters has come true. Thanks to the organizers, I was able to accomplish not only a school requirement, but also a responsibility as a steward of creation.

***-Maria Louisa Medenilla***

After the activity, I understood the balance of ecosystems and the impact of human actions on the animals. Through our donations of cat and dog foods, vitamins, medicines, and even hollow blocks for shelter improvement, we not only extended a helping hand but also realized the principles of ecological responsibility.

Mrs. Elena, the devoted caretaker of the shelter, stood alongside her furry companions, her eyes gleaming with gratitude. In this exchange of generosity and with the wagging tails and purring companions, we learned that true fulfillment lies in selflessly giving to others, regardless of species. Through this act, we embodied the teachings of Christian living education, emphasizing the social teaching of Care for God's Creation as sanctity of life in all its forms and nurturing a deeper understanding of compassion and interconnectedness.

***-Shanna Rebeca Papa***

| | |
|---|---|
| **Prepared by:** | **MRS. RACHILLE R. FRANCIS** |
| **Date Submitted:** | *April 25, 2024* |



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# Eye for the Seniors

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|---|---|
| **Project Title:** | Eye for the Seniors |
| **Date:** | April 26, 2024 |
| **Time:** | 8:00 am-12:00 pm |
| **Team Composition:** | |
| **Project Leader:** | Melchora M. Bautista |
| **Project Staff/Members:** | Essel T. Canaberal<br>Cathelyn C. Mariano<br>Mona Liza R. Acosta<br>Joman J. Baliton<br>Yka U. Habawel<br>Maria Shiela M. Ramos |

**Narrative**

The Eye for the Seniors project had the theme "Brighter Vision for Better Quality of Life." It aimed to provide free eye consultations, reading glasses, and multivitamins to elderly individuals identified through the Tiam-Tumaliuan Foundation. The foundation's coordinator, Mrs. Letty Ruiz, provided the names of thirty elderly individuals. The request for optometrists was coordinated by Ms. Mona Liza R. Acosta, a Pharmacy alumna, who also participated in the activity. Two volunteer optometrists, Dr. Clarence Amor Laciste and Dr. Sidney Lastica, brought all the necessary equipment and arrived on time. The President and founder of the foundation, Rev. Fr. Vic Tiam, and the executive secretary, Mrs. Essel Canaberal, also took part in the activity. The School of Health and Natural Sciences, led by project leader Melchora M. Bautista, along with 28 student and faculty participants, prepared the activity venue on time. Despite aiming for 30 recipients, only 16 elderly individuals attended due to their health concerns. However, this allowed each elderly person to be guided by at least two student volunteers.

Nursing department volunteers assessed each elderly individual, checking their body temperature, blood pressure, and oxygen levels. Two elderly individuals had high blood pressure, and another had a fever and low oxygen levels. The individuals in need of


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urgent care were taken to the hospital, while those with high blood pressure were given their prescribed medication, amlodipine. Student volunteers from the Pharmacy department assisted with distributing medicine and guiding elderly individuals to the consultation area. The Biology department's student volunteers managed the program, documentation, and feedback forms. Faculty members assisted with registration, feeding the elderly, and other essential tasks.

Overall, the project was successful, as its objectives were smoothly carried out and well-received by the recipients reflected from the feedback they answered after the activity.

To efficiently carry out the project, a request for funds was sent to the accounting office after receiving approval from LMCDC. The total expense was P9,500, which covered 60 pairs of reading glasses (4,500.00), food and drinks (5,000.00) for all participants, and tokens for the optometrists. A one-month supply of multivitamins donated by 6 faculty members was prepared for the thirty elderly participants. The remaining multivitamins were given to Mrs. Canaberal for distribution to elderly individuals who were listed but did not attend. The remaining reading glasses were handed over to Mrs. Leycel Marzan for another extension service. There were more volunteers than recipients, which made the project more efficient as each elderly person's needs were fully met to their satisfaction. In total, 16 elderly individuals were served by 28 student and 16 faculty extensionists.

**Documentation**



The program with Ms. Yka Habawel leading the prayer, Dr. Baliton giving his welcome remarks, Ms. Mona Acosta introducing the optometrists and Mrs. Melchora Bautista delivering her closing remarks



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Arrival of elderly recipients assisted by SHANS faculty and students



Assessment of elderly recipients by volunteer nurses and students



Eye consultation by Dr. Laciste and Dr. Lastica



Elderly recipients with Dr. Laciste and Dr. Lastica with SHANS faculty and student volunteers



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Awarding of certificates of appreciation to volunteers, Dr. Laciste and Dr. Lastica, Ms. Mona Liza Acosta (Marian alumna), and SHANS faculty and student volunteer

**Prepared by:** *Melchora M. Bautista*



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| **Date Submitted:** | *June 3, 2024* |
|---|---|

## SHS Humanist for Action for Community Well Being

| | |
|---|---|
| **Project Title:** | Humanist Action for Community Wellness: Promoting Health, Safety, And Education for All |
| **Date:** | April 27, 2024 |
| **Time:** | 8:00 AM |
| **Team Composition:** | |
| **Project Leader:** | Miss Mitz Jesica B. Sanico |
| **Project Staff/Members:** | Dennis M. Liday<br>Humprey Ian O. Sagabaen<br>Mary Grace D. Padilla<br>Rudolph C. Benito<br>Arnold W. Villanoza<br>Helen S. Baladad<br>Pedelina D. Bulligan<br>Humanities and Social Sciences Grade- 12 St. Bede and St. Teresa |
| **Narrative** | |

Given that the ultimate aim of Humanities and Social Sciences disciplines is to thoroughly educate students about humanity and society, enabling them to recognize their pivotal role in enhancing societal well-being. This endeavor immerses them in conceptualizing ways to extend their influence to others, effecting significant impacts through incremental actions. This undertaking represents the pinnacle of the Community Engagement, Solidarity, and Citizenship course, in conjunction with Christian Living with Values Education 4 and Trends, Networks, and Critical Thinking in 21st Century Culture. Its primary objectives are to empower students to:

- Generate ideas beneficial to the community.
- Develop project proposals for feasible community initiatives.
- Establish communication channels with relevant stakeholders.
- Procure funds and resources for project realization.
- Coordinate project execution among student participants, who serve as agents of


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community action.
- Execute community projects.
- Evaluate the outcomes of community initiatives.

This initiative targets various goals, including providing lectures on healthy eating for Grade 4-6 students, offering balanced meals to all children, conducting reading sessions for kindergarten to Grade 3 students, and distributing school supplies to enhance learning. Additionally, it entails donating cleaning materials to maintain school cleanliness and distributing emergency kits to classrooms and the barangay hall.

Despite its successes, the initiative encountered setbacks, primarily related to communication issues, establishing partnerships with stakeholders, refining action plans, and securing project funding.

In total, the initiative benefited 60 recipients, providing 60 bags of school materials, large books for Grade 1-3 students, 6 emergency boxes with kits for the school, emergency kits for the barangay clinic, as well as 5 brooms, 5 dustpans, 5 stick brooms, 5 dustbins, 5 packs of bread, 10 boxes of juice, 100 boxes of lunch meals and loot bags for games and recreation. The total expenditure for this endeavor amounted to 14, 769pesos.

**Documentation**



Humprey Ian Sagabaen, the coordinator of Humanities and Social Sciences department, provided a short opening remarks



Some of the donations to be given to the school and students.


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Jamiah Lamuton, a St. Teresa student, discussing the food pyramid among students.



Junie Dimoloy, a HUMSS 12 St. Bede student, energize the kids through a game.



Mecca Vicente(left) and Jerome Balcita (right) teaching about different types of vehicles to Grade 1 learners.



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A group picture of school teachers together with HUMSS teachers and students while donating the emergency kits and cleaning materials.



HUMSS 12 St. Bede students distributing school supplies to the children of Ipil Cuneg.




A group picture of class HUMSS 12 with their teachers.



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|---|---|
| **Prepared by:** | Mitz Jesica B. Sanico |
| **Date Submitted:** | *May 2, 2024* |

## Medical Mission for Sitio Masina Residents

| | |
|---|---|
| **Project Title:** | **Medical Mission (Residents of Sitio Masina, Brgy. Baretbet)** |
| **Date:** | April 27, 2024 |
| **Time:** | 8 AM – 12NN |
| **Team Composition:** | |
| **Project Leader:** | Maria Shiela M. Ramos, RMT |
| **Project Staff/Members:** | Melchora M. Bautista, RPh<br>Cathelyn Mariano, LPT<br>Sharmain Prann D. Ngipol,<br>RMT Elery Quiben, RN<br>Robert Aceret |

**Narrative**

Sitio Masina, nestled in the heart of Barangay Baretbet, has been somehow deprived of adequate healthcare facilities and services. On April 27, 2024, a SHaNS team of healthcare professionals embarked on a mission to provide much-needed medical assistance to the residents of this marginalized community.

The medical mission was made possible by a dedicated team comprising of 2 doctors namely Dr. Gemma Grace Bacena and Dr. Aiza Namujhe, nurses, pharmacists, medical technologists, students, and volunteers. Each member brought their expertise and compassion, ensuring healthcare delivery. Prior to the mission, planning and coordination were undertaken. Medical supplies, including medications, bandages, laboratory supplies, and equipment, were procured and provided. Logistics such as transportation and setup of temporary medical stations were meticulously arranged to ensure smooth execution.

The medical mission offered a range of healthcare services tailored to the needs of the residents. General consultations provided diagnoses and treatment for common ailments such as respiratory infections, skin conditions, and hypertension. Health education sessions imparted vital knowledge on hygiene, and nutrition, empowering


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residents to take charge of their well-being.

The medical mission was not without its challenges. The pediatrician was not able to come due to some communication concerns and schedule matters, but the service still at hand and have been provided with the help of the 2 lady physicians. Some minor issues where attended to and has been arranged. Despite these obstacles, the team remained resilient, improvising solutions and delivering care with unwavering dedication.

The impact of the medical mission reverberated far beyond the confines of Sitio Masina. For many residents, it represented a lifeline to healthcare they had long been denied. Improved health outcomes and increased access to essential services promised a brighter future for the community. Moreover, the spirit of solidarity and compassion fostered during the mission served as a beacon of hope, inspiring collective action and community empowerment. With heartfelt gratitude to the very humble and kind Physicians, certificate of appreciations and tokens was awarded to mark their generous and remarkable participation in the event.

The medical mission with residents of Sitio Masina, Barangay Baretbet, epitomized the transformative power of healthcare and humanitarianism. Through collaborative efforts and a shared commitment to serve the underserved, lives were touched, ailments were alleviated, and hope was restored. As we reflect on this journey, let us carry forward the lessons learned and continue to advocate for equitable healthcare access for all.

**Documentation**





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|---|---|
| **Prepared by:** | *Maria Shiela M. Ramos,RMT* |
| **Date Submitted:** | *April 27, 2024* |

## Sagip-Bantay Project

| | |
|---|---|
| **Project Title:** | Project Sagip Bantay |
| **Date:** | April 28, 2024 |
| **Time:** | 8:00 AM |
| **Team Composition:** | Saint Mary's University Senior High School- Marian Central Board of Students |
| **Project Leader:** | Rudolph C. Benito |
| **Project Staff/Members:** | Mitz Jesica B. Sanico<br>Marian Central Board of Students |

**Narrative**

In every corner of the world, stray dogs and cats roam the streets, often unseen and unheard. They navigate a harsh existence, facing hunger, disease, and the threat of violence. Yet, within every pair of searching eyes is a spark of life deserving of compassion and care. Helping stray dogs is an act that reverberates through our communities, our environment, and our hearts, highlighting the profound impact of kindness.

To address the needs of stray animals, the Marian Central Board of Students, in collaboration with the Grade 12 class of St. Martin, organized and carried out Sagip Bantay on April 28, 2024. The team decided to feed stray dogs and cats as it is a compassionate and impactful action with far-reaching benefits for the animals, the community, and the environment.

The project aims to target the following objectives:

1. Feeding Stray Animals: Implement a feeding program to provide regular meals for stray animals, particularly dogs, in targeted areas of our community.
2. Raise Awareness: Raise awareness about the issue of stray animals in our community and advocate for additional support and resources.

The activity was conducted on the streets of Barangay San Nicolas from 9 AM to 11 AM. The


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team first prepared the food donated by kind individuals in the school, and packs of dog and cat food were made while gallons of water were brought along. Afterward, the team went to the streets near McDonalds and started to feed stray dogs and cats, sheltering them under vehicles, passing by the street, or simply lying under shades or on the road. The process continued and ended on the streets near the barangay hall.

The team hurdled with various challenges like the high heat index and gaining the trust of the stray animals. However, it was accomplished due to the team's synergism and passion for helping the stray animals.

**Documentation**



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MCBS officer and Grade 12 St. Martin with MCBS Adviser, Rudolph C. Benito, preparing the food and water for the strav animals.




A stray dog eating the prepared food for them in the streets of San Nicolas.




A stray cat eating the prepared food for them after going out from under the vehicle.




A stray dog eating the prepared food for them after some time of gaining the dog's trust.

| | |
|---|---|
| **Prepared by:** | Rudolph C. Benito |
| **Date Submitted** | May 27,2024 |

## NSTP Blood Donation

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| **Project Title:** | SMU Blood Team's 'Dugong Marian, Alay sa Mamamayan': A Triumph of Community Spirit |
| **Date:** | April 27, 2024 |

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| **Time:** | 8:00 am – 3:00 pm |
| **Team Composition:** | |
| **Project Leader:** | Mr. Domingo T. Guntalilib Jr. |
| **Project Staff/Members:** | Dr. Allen S. Marquez, Ms. Heidee Liclican, Mr. Vince Lucas, NSTP, SPCO, SMU-FERA, SMU EU, AAO, LMCDAC, MERT, SHS, and SHANS |

**Narrative**

As anticipation built for the "Linggo ng Likha at Lingkod," Saint Mary's University's (SMU) Blood Team stood at the forefront of a remarkable initiative - the 'Dugong Marian, Alay sa Mamamayan' Blood Donation Drive. Unfolding on April 27, 2024, at the Rev. Fr. Tonus Gymnasium from 8:00 am to 3:00 pm, the event symbolized a collective commitment to a noble cause.

Comprising dedicated members from various departments and organizations within SMU, including NSTP, SPCO, SMU-FERA, SMU EU, AAO, LMCDAC, MERT, SHS, and SHANS, the SMU Blood Team orchestrated an endeavor of profound significance. Guided by esteemed leaders such as Mr. Domingo T. Guntalilib Jr., Dr. Christopher Allen Marquez, and Dr. Moises Alexander T. Asuncion, the team left an indelible mark on the lives of those in need.

Beyond the confines of the university, the collaboration extended to forging partnerships aimed at amplifying the event's impact. With meticulous planning to finalize the number of potential donors, concerted efforts were made to garner additional support and resources, ensuring the maximal efficacy of the blood donation drive.

In a heartfelt appeal to the wider community, Mr. Domingo T. Guntalilib, Head of SMU NSTP and Ms. Maria Sheila M. Ramos, RMT, Head of the MedTech Department, extended a sincere invitation for partnership and assistance. Their impassioned plea underscored the pivotal role of collective action and solidarity in addressing pressing healthcare needs.

With unwavering dedication and the steadfast support of key stakeholders, the 'Dugong Marian, Alay sa Mamamayan' Blood Donation Drive embodied a beacon of hope and compassion for those in need. As the event approached, a palpable sense of unity and generosity permeated the atmosphere, setting the stage for a truly transformative endeavor.

As the SMU community united in solidarity for this noble cause, they epitomized the university's core values of service, compassion, and excellence. Together, they stood


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poised to effect meaningful change and uphold the revered tradition of giving back to the community.

In the spirit of Marian solidarity, the 'Dugong Marian, Alay sa Mamamayan' Blood Donation Drive served as a testament to the profound impact of collective action and the boundless potential for positive change.

**Documentation**








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|---|---|
| **Prepared by:** | *Domingo T. Guntalilib Jr.* |
| **Date Submitted:** | *May 2, 2024* |

**Medical-Dental-Optical Mission at Brgy. Magsaysay**

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| **Project Title:** | Medical Mission (medical, dental and optical checkup); |

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| | "kabuhayan at kaunlaran bunga ng pagkakaisa ng Barangay Magsaysay" |
| **Date:** | May 10, 2024 |
| **Time:** | 9:00AM- 12:00 PM |
| **Team Composition:** | |
| **Project Leader:** | LEYCEL F. MARZAN |
| **Project Staff/Members:** | SHERYLOU A. BENIG<br>LUZ A. BARTOLOME<br>THELMA DC. DELOS REYES<br>SHEILA A. RAMOS<br>MELCHORA BAUTISTA |

**Narrative**

**(MEDICAL OUTREACH EVENT: "KABUHAYAN AT KAUNLARAN BUNGA NG PAGKAKAISA NG BARANGAY MAGSAYSAY")**

The Nursing Department of the School of Health and Natural Sciences, in partnership with the Barangay Council of Magsaysay, Bayombong, Nueva Vizcaya, and AMARANH, embarked on a heartfelt mission to extend compassionate care and support to the community. This medical outreach event aimed to provide essential health services and foster a sense of unity and well-being among the residents.

**RATIONALE**

- The project was conceived to address the healthcare needs of the Barangay Magsaysay community, many of whom lack easy access to medical services due to financial and logistical constraints. By bringing comprehensive healthcare directly to the community, the event sought to promote better health outcomes and enhance the quality of life for all participants.

**OBJECTIVES**

1. Provide Comprehensive Healthcare Services:

- Offer free medical, dental, and optical check-ups to residents.
- Provide free blood typing services through the MedTech Department.
- Distribute essential medications, including vitamins and maintenance drugs, courtesy of the Pharma Department.


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2. Promote Health Education and Preventive Care:
- Educate attendees on the importance of regular health check-ups and preventive care.
- Raise awareness about common health issues and ways to manage them effectively.

3. Foster Community Unity and Support:
- Encourage community engagement and solidarity through collaborative efforts.
- Strengthen the bonds between healthcare providers and the community.

**TARGETS**

- Healthcare Services: To reach at least 200 residents with medical, dental, and optical services.
- Blood Typing: To provide blood typing services to at least 100 individuals.
- Medication Distribution: To dispense medications to at least 200 residents.

**ACCOMPLISHMENTS**

- Healthcare Services: Successfully provided medical, dental, and optical check-ups to over 250 residents.
- Blood Typing: Conducted blood typing for 120 individuals.
- Medication Distribution: Distributed medications to 180 residents, surpassing the initial target.

**CHALLENGES**

- High Demand: The high turnout exceeded expectations, leading to longer wait times and necessitating efficient crowd management.
- Resource Limitations: Despite generous donations, there were still limitations in the availability of certain medications and supplies especially on the reading glasses.

**FOLLOW-UP ACTIVITIES**

- Regular Medical Missions: Plan and organize quarterly medical missions to ensure ongoing healthcare support for the community.
- Health Education Programs: Implement continuous health education sessions to empower residents with knowledge on disease prevention and health maintenance.
- Community Health Monitoring: Establish a system for regular health monitoring of residents to track progress and address emerging health concerns promptly.

Through the selfless efforts of healthcare professionals, student nurses pharmacists and medtechs, each interaction during the medical mission aimed to provide not just physical relief but also a sense of comfort and hope. This collaborative effort exemplified the spirit of unity and compassion, reminding everyone of the transformative power of coming


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together for a common purpose.

As the participants reflect on this experience, they are filled with gratitude for the opportunity to serve and the profound impact their collective kindness has had on the lives of others. This event serves as a testament to the unwavering dedication of the community to support one another, fostering a sense of belonging and shared humanity that transcends boundaries.

**Documentation**






The nursing students hold responsibility for managing the registration process, performing initial assessments of attendees, and health teaching. Their duties encompass interviewing participants to acquire a thorough history of past and present illnesses, along with collecting information on their nutritional and lifestyle habits. This comprehensive evaluation aids in identifying health risks and facilitating the development of tailored interventions.



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The medtech students extended their services by offering complimentary blood typing for all attendees. This initiative involved setting up a dedicated station where attendees could have their blood type determined quickly and accurately..





The pharmacy students took charge of the medication dispensing process, a task overseen by their department. They set up a designated area where they provided attendees with various medications at no cost. This service included the distribution of essential vitamins, maintenance drugs for chronic conditions, and other necessary pharmaceuticals.

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| **Prepared by:** | LEYCEL F. MARZAN |
| **Date Submitted:** | June 6, 2024 |

**SMUHSGSAAI Taray and Kinni Kinni Ammungan 2024**



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|---|---|
| **Project Title:** | SMUHSGSAAI TARAY KEN KINNI KINNI 2024 |
| **Date:** | May 11, 2024 |
| **Time:** | 5: 00 AM |
| **Team Composition:** | |
| **Project Leader:** | Joel G. De Gamo |
| **Project Staff/Members:** | Peter-Tom A. Callang<br>Queen Nessellyn D. Galicia<br>Vicky A. Asuncion |

**Narrative**

With the aim of raising funds for its scholars, the Saint Mary's University Grade School High School Alumni Association, Inc (SMUHSGSAAI) in collaboaration with the Provincial Government Unit of Nueva Vizvaya organized the Taray ken Kinni Kinni Ammungan 2024 which was held on May 11, 2024 and kicked off at the Capitol Grounds and around the Town of Bayombong, Nueva Vizcaya.

Hundreds of Marian students, employees, alumni, and friends joined said activity. There were running and dancing events. Prizes awaited the participants of the different events.

The Ammungan Festival, is a provincial event that celebrates the province's culture, tradition, and unity. The festival typically showcases a variety of activities that highlight the unique identity of Nueva Vizcaya and its locals.

According to Joel G. Degamo, president of the SMUHSGSAAI, the fundraising activity is for the four scholars of the association.

Mr. Peter-Tom A. Callang, head of the SMU Alumni Affairs, shared that, "This event, hosted by SMUHSGSAAI, holds significant importance as it serves as both a fundraising platform and a celebration of Marian virtues, including compassion and passion for Christ's mission."

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


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together to create a brighter future for our scholars," Callang said.

**Documentation**





















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| **Prepared by:** | *Queen Nessellyn D. Galicia* |
| **Date Submitted:** | *May 30, 2024* |

**Abot-Kamay Program at Tiam-Tumaliuan Foundation Headquarters**



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| **Project Title:** | ABOT KAMAY PROGRAM |
| **Date:** | MAY 11, 2024 |
| **Time:** | 8:00 AM-12:00 NN |
| **Team Composition:** | |
| **Project Leader:** | Joshe Gabriel P. Pablo |
| **Project Staff/Members:** | HNSCC<br>BSBIO4<br>Ms. Andrea Camille Diego(Faculty)<br>Mrs. Melchora Bautista (Faculty)<br>Mrs. Cathelyn Mariano (Faculty)<br>Mrs. Sheila Mendoza (Faculty) |

**Narrative**

Abot Kamay program aims to provide support to certain selected communiitoes in the province of Nueva Vizcaya as a roject of the Health and Natural Sciences Central Council, The council also aims to provide not only materialistic support or aid but also fun activities and program that is suitable and applicable to the chosen community

For this years abot kamay program the council aims to provide a holistic Health teaching on daily activities to the elders of Baranggay San Nicolas, Bayombong Nueva Vizcaya, Philippines. Through the help of the Tiam-Tumaliuan Foundation we made this activity possible and through the support of our Fcaulties, Our Donors specially the graduating students of the School of Health and Natural Sciences.

**Documentation**




*"Abot Kamay Program Organizing Committee 2024 ONE HEART, ONE SOUL, ONE PURPOSE"*



"no matter what, *All we need is one smile to make this world brighter and happier"*




*"SIKSIK, LIGLIG, AT UMAAPAW NA BIYAYA #ONE SHANS"*

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| **Prepared by:** | *Joshe Gabriel P. Pablo* |
| **Date Submitted:** | *May 23, 2024* |

**MedTeach-Medical Education and Deployment Teaching for Community Health**



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|---|---|
| **Project Title:** | MEDTEACH ((*Medical Education and Deployment Teaching for Community Health)* |
| **Date:** | May 20, 2024 |
| **Time:** | 8:00 am-12:00 pm |
| **Team Composition:** | |
| **Project Leader:** | Melchora M. Bautista |
| **Project Staff/Members:** | Medical Laboratory Science 1 C students |

**Narrative**

MEDTEACH is a project that was initiated at the beginning of the semester for the Community Public Health Laboratory course. The project started with a survey of the residents of Purok Pawak to identify their health needs, focusing on the most common health concerns in areas located far from the municipality. The survey provided the students with a clear direction for the intervention, leading to the establishment of the project's objectives. The objectives of the MEDTEACH project are to provide health teachings on nutrition and proper hygiene, distribute 100 hygiene kits to pupils of Pawak Elementary School, and distribute brochures on Proper Nutrition and Information, Education, and Communication (IEC) on Diabetes mellitus.

In implementing the intervention, the Faculty-In-Charge of Pawak Elementary School, Ms. Romelyn Moog, was contacted. Her approval of the project's conduct mobilized the entire team to make all the necessary preparations. The project was coordinated with LMCDC to view the activity as an extension service for the students and faculty members.

The event started at 10:00 am with a brief program that included a welcome from Ms. Moog and an overview of the activities by the project leader-instructor, Melchora M. Bautista. The student extensionists were then assigned to their respective grade levels and classrooms. Each grade level had three student-lecturers, except for grades 5 and 6. Mrs. Bautista visited each classroom and observed the students' performances. After teaching about health for almost an hour, hygiene kits were distributed to the pupils.


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Only 88 pupils were present, and the remaining 12 hygiene kits from the prepared 100 were left with the teacher in charge of each grade level.

During this extension service, 26 student extensionists and one faculty member were involved. The students not only participated but also donated P100 each. The collected amount was used to purchase hygiene kits containing sanitizing gel, toothpaste, toothbrush, bar soap, and tissue rolls. Mrs. Benita Dulnuan, the mother of one BSMLS student, donated 60 tubes of toothpaste and 40 toothbrushes. Additionally, 20 SHANS faculty members donated 100 bottles of multivitamins, and SMU provided transportation amounting to P2,520. The project leader, Mrs. Bautista, donated the meal for 29 extensionists, totaling P1,305. Tokens were also given to the teachers of Pawak, donated by four SHANS faculty members. The total amount spent on this extension service was P7,275.

The objectives for this activity were successfully met, making the carefully crafted intervention a resounding success. The hope is to continue this activity

**Documentation**














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Health teaching on nutrition and proper hygiene



Distribution of hygiene kits





Giving of tokens to teachers of Pawak Elementary School





Awarding of Certificates of Participation and as Donor to Student Extensionists

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|---|---|
| **Prepared by:** | *Melchora M. Bautista* |
| **Date Submitted:** | *June 4, 2024* |

**ANNEX G: POVERTY ALLEVIATION**



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# Seminar on Proper Hygiene and Product Costing and Pre-Valentines Gift Giving (with program) at the NVPJ, Capitol

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| **Project Title:** | Seminars on Proper Hygiene and Product Costing |
| **Date:** | February 9, 2024 |
| **Time:** | 8:00am-12:00 noon |
| **Team Composition:** | |
| **Project Leader:** | Mrs. Sheryl A. Baria, SABCC Adviser and Mr. Shane B. Donato, SABCC Governor |
| **Project Staff/Members:** | SABCC Officers<br>Mrs. Dorilyn C. Tiongson<br>Mrs. Rodora P. Tipay |

## Narrative

Within the confines of Nueva Vizcaya Provincial Jail, this programme, a collective effort of the School of Accountancy and Business Central Council, unfolded like a story of hope amidst adversity.

Through talks about product costing by Ms. Sheryl Adducul-Baria, SABCC Adviser and proper hygiene by Mr. Shane B. Donato, SABCC Governor together with SAB Campus Personality 2024, Miss Kreazzelle Mei M. Piñera and Mr. David Charles V. Longinotti, we witnessed the characters of the PDL's and CICL's crafting a new narrative for themselves beyond the bars. These learnings empowered them with practical knowledge that could be applied both inside and outside the jail, laying the foundation for a more self-sufficient and informed future. Also present and supported the outreach program were:

Dr. Allen Marquez, LMCDAC Director,
Mrs. Rodora Tipay, SAB CDA Coordinator, and
Mrs. Dorilyn C. Tiongson.

As the program drew to a close, the atmosphere was charged with a sense of accomplishment and newfound hope. We cherish the stories of growth and resilience, knowing that the impact of our collective efforts will continue to resonate far beyond these walls.

## Documentation



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SABCC


INMATE
NVPJ








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| **Prepared by:** | ***SHANE B. DONATO, SABCC Governor*** |
| **Date Submitted:** | |

**SHS Computer Literacy Training to Ipil-Cuneg Brgy. Officials**



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|---|---|
| **Project Title:** | Computer Literacy |
| **Date:** | February 17, 2024 at Barangay Ipil-Cuneg |
| **Time:** | 1:30-5:00pm |
| **Team Composition:** | EDTech Team |
| **Project Leader:** | Mr. Jerson Mar A. Mendoza |
| **Project Staff/Members:** | Mr. Mark Ian Billedo, Pedelina D. Bulligan,Mr. Chot Reyonin Dela Cruz, Mr. Lawrence Santiago, |

**Narrative**

The major goal of the computer literacy workshop held on February 17, 2024 at Barangay Ipil-Cuneg was to provide participants with critical digital skills, with a special emphasis on the use of Microsoft Word. The session's goal was to teach participants, especially Barangay Council members, how to use MS Word efficiently for a variety of activities such as inserting images, tables, and formatting.

The session began with an introduction by Mr. Jerson Mar A. Mendoza, and Mr. Mark Ian Billedo, with the support of three (3) ICT-12 students, played an important role in its success. Their effort to strengthening the community via education and technology demonstrates their commitment to inclusive development. emphasizing the importance of computer literacy in today's digitally connected environment. The facilitators stressed the necessity of learning fundamental digital skills to improve productivity and communication.

The computer literacy class got favorable response from participants, who expressed gratitude for the opportunity to improve their digital abilities. Participants indicated increased confidence in their abilities to navigate Microsoft Word and use its features efficiently.

There were 8 participants, 1 male, 7 female.
In today's digitally-driven world, computer literacy has become a fundamental skill set necessary for personal, academic, and professional success. A computer literacy program is essential to equip individuals with the knowledge and skills required to navigate and utilize technology effectively. The rationale behind such a program encompasses several key points:

1. to equip participants with the fundamental skills necessary to navigate, use, and


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understand the features and functionalities of Microsoft Word and Excel.
2. to enable participants to create, edit, format, and manage various types of documents efficiently using Microsoft Word
3. to teach participants how to create, organize, and manipulate data using Microsoft Excel, including tasks such as data entry, formulas, and basic calculations.

The participants were given a task using MS Word and the facilitators were dealt with some challenges:

1. Participants often have varying levels of familiarity with technology and MS Word, requiring tailored instruction to accommodate both novices and more experienced users.
2. MS Word offers a multitude of features and functions, which can overwhelm users, especially those new to the software. Simplifying complex concepts and providing clear guidance is essential.
3. Some participants may feel intimidated or anxious about using technology, leading to reluctance or resistance. Creating a supportive learning environment is crucial to overcoming these barriers.
4. Without regular practice, participants may struggle to retain newly learned skills. Providing ample hands-on practice and follow-up support is necessary for skill reinforcement.
5. Participants with disabilities or diverse learning needs may face barriers in navigating MS Word. Ensuring accessibility features are utilized and providing alternative learning formats is essential for inclusivity.

**Documentation**

The computer literacy class got favorable response from participants, who expressed gratitude for the opportunity to improve their digital abilities. Participants indicated increased confidence in their abilities to navigate Microsoft Word and use its features efficiently.



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|---|---|
| **Prepared by:** | *Mr. Jerson Mar A. Mendoza* |
| **Date Submitted:** | *April 18, 2024* |




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## Adopt-a-Tourist Spot at our lady of Victory Grotto (outcomes-based class activity)

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| **Project Title:** | Adopt a Tourist Site: Our Lady of Victor at Mangkeleb Calavary Hill, Barangay Ibung, Villaverde, Nueva Vizcaya |
| **Date:** | March 24, 2024 |
| **Time:** | 6:30 – 11:30am |
| **Team Composition:** | |
| **Project Leader:** | Ms. Emyrie M. Enero and Mr. John Michael C. Ibarra |
| **Project Staff/Members:** | Mrs. Rodora P. Tipay<br>Dr. Mayvelyn S. Covita,<br>Dr. Regina D. Ramel, CPA<br>JTHMAP-SMU Chapter Officers<br>and<br>BSTM 2 students enrolled in Agritourism |

**Narrative**

As part of their coursework, students enrolled in the Agritourism course participated in this valuable extension program on March 24, 2024. This program focused in adopting a tourist site and making a positive impact through environmental stewardship. A flagship OBEdized (Outcomes-Based Education) activity and community extension program of the HTM Department.

The program aimed to achieve several important objectives. First, the students sought to enhance the aesthetics of the chosen destination, promoting a cleaner and more attractive environment for tourists and locals alike. Secondly, by planting ornamental plants and fruit bearing trees, the program aimed to offset carbon emissions and help mitigate the impacts of climate change. Finally, the extension program served as an educational outreach initiative, raising awareness about environmental issues and sustainable practices within the community.

With these ambitious goals in mind, the students gathered at the Georges de Busschere Bldg. Ground Floor on the said day. They came prepared, each student brought their assigned plants to contribute to the beautification project. Attendance was systematically checked by Ms. Enero and supervised by Mr. Ibarra, Mrs. Tipay and Dr. Covita.

Upon reaching the chosen tourist site, the students divided into smaller groups,


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each tasked with specific responsibilities. Those assigned to bring gardening tools further divided their teams, with some members designated for planting and others tasked with watering the new additions. The trees were strategically planted one meter from the stairs of the site, ensuring ample space for growth and easy access for maintenance. Following the planting, all groups worked together to ensure each sapling received a thorough watering, giving them the best chance to flourish in their new home.

Total of 20 Rambutan (Fruit bearing tree) and 20 Bougainvilla (Ornamental Plant) was planted and being maintained until May 2024. June to December, JTHMAP Officers will take over in maintaining the site.

**Documentation**



*Planting seeds of hope for a healthier planet.*



*Today's students, tomorrow's forest guardians*

| | |
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| **Prepared by:** | **Miss Almyra Joy B. Garcia** |
| **Edited by:** | **Mr. John Michael C. Ibarra** |
| **Date Submitted:** | *April 6, 2024* |



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## Chayote Pickles and Ginger Tea Production (Monitoring and Facilitation)

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|---|---|
| **Project Title:** | Chayote Pickles and Ginger Tea Production (Monitoring and Facilitation) |
| **Date:** | April 5, 2024 |
| **Time:** | |
| **Team Composition:** | |
| **Project Leader:** | Monaloufel Rosario Jasmin |
| **Project Staff/Members:** | Rodora Tipay<br>Angela Garra |

**Narrative**

The livelihood training on chayote pickles was organized by the "Entrep sa Barangay" Program under the LMCDAC in collaboration with the Department of Business Administration, Office Administration & Entrepreneurship, School of Accountancy and Business. The purpose of this training was to equip community members with the skills and knowledge necessary to produce and market chayote pickles, thereby providing them with an additional source of income.

Training objectives:

- *To teach participants the process of making chayote pickles.*
- *To provide participants with information on sourcing ingredients and materials.*
- *To educate participants on proper food safety and hygiene practices.*
- *To empower participants with marketing strategies to sell their products locally.*

Training Activities:

Theoretical Session: The training commences with a theoretical session where participants were introduced to the nutritional value of chayote and its potential as a pickle. They were educated on the various ingredients required and the step-by-step process of pickle preparation.

Practical Demonstration: A practical demonstration followed, wherein a skilled instructor guided participants through the pickle-making process. Participants had the


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opportunity to observe and ask questions, ensuring clarity and understanding.

Hands-on Training: Subsequently, participants were divided into groups and provided with the necessary ingridients and equipment to prepare chayote pickles themselves. This hands-on experience allowed them to practice skills they had learned under the guidance of the instructor.

Discussion on Food Safety: A segment dedicated to food safety and hygiene practices was incorporated into the training. Participants were educated on proper sanitation, handling of ingredients, and storage techniques to maintain the quality and safety of their products.

Marketing Strategies: To ensure the sustainability of their newfound skill, participants were briefed on various marketing strategies. This included packaging design, pricing considerations, and avenues for selling their products within their community.

Outcomes and Impact:
The livelihood training on chayote pickles yielded promising outcomes:
-Participants gained a comprehensive understanding of the pickle-making process and associated safety practices.
-Practical experience empowered participants to replicate the process independently, fostering self-reliance.
-The training served as a platform for community members to network and share ideas, fostering a sense of camaraderie.
-Participants expressed enthusiasm and confidence in utilizing their new skills to generate additional income for their families.

Conclusion:

The livelihood training on chayote pickles was a resounding success, equipping participants with valuable skills that have the potential to enhance their livelihoods. The collaborative efforts of the Community Development Office and the Department of Agriculture have proven instrumental in empowering communities and fostering economic resilience. As participants embark on their entrepreneurial journey, it is hoped that the knowledge gained will not only benefit individuals but also contribute to the overall socio-economic development of the community.


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## Documentation






| | |
|---|---|
| **Prepared by:** | *Dr. Monaloufel Rosario Jasmin* |
| **Date Submitted:** | |

## Water Tank Delivery and Installation at Prk. Gonggongob

| | |
|---|---|
| **Project Title:** | Water Tank Installation at Sitio Gonggongob, Cabuluan, Villaverde |
| **Date:** | April 5, 2024 |
| **Time:** | 7:30am-4:00pm |
| **Team Composition:** | |
| **Project Leader:** | - |
| **Project Staff/Members:** | Engr. Candido Joseph T. Rosario Jr<br>Dr. Christopher Allen Marquez<br>Mr. Vince Errol Jimena Lucas<br>Mr. Robert Aceret<br>Mr. Ernesto Miranda<br>Students:<br>Jasper David A. Rosario<br>Christian Joebert Agcaoili<br>Edward Paul Gatan<br>Romwel Angelo Almuete |

**Narrative**

In response to the pressing need for clean and accessible water in remote areas, our organization embarked on a mission to install a water tank in Sitio Gonggongob, Cabuluan, Villaverde.

The primary goal of this project was to provide a sustainable solution to the water scarcity issue in the remote area. By installing a water tank, we aimed to improve the quality of life for the residents, and promote hygiene and sanitation practices.

Prior to the installation, meticulous planning and coordination were crucial. Our team conducted thorough site assessments to determine the optimal location for the water tank, taking into account factors such as elevation, proximity to water sources, and accessibility for maintenance.

The installation process commenced with the transportation of materials and equipment to the site. Navigating through unpaved roads and rugged terrain tested the resilience of both our team and the vehicles involved. Despite the challenges, our dedicated workforce persevered, demonstrating unwavering commitment to the cause.

Upon reaching the site, the construction of the water tank began. As the installation progressed, community engagement played a pivotal role. Local residents actively


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participated in the project, offering invaluable insights and assistance. Their enthusiasm and cooperation fostered a sense of ownership and empowerment within the community.

**Documentation**



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| **Prepared by:** | *Engr. Candido Joseph T. Rosario Jr.*<br>*SEAIT CDA Coordinator* |
| **Date Submitted:** | *May 9, 2024* |

## Tulungan sa Teknolohiya at Bintawan National High School

| | |
|---|---|
| **Project Title:** | Tulungan sa Teknolohiya |
| **Date:** | April 17, 2024 |
| **Time:** | 1:00PM |
| **Team Composition:** | |
| **Project Leader:** | Engr. Paulina A. Marzan |
| **Project Staff/Members:** | Jennine Aubrey Umbania, Mikaela Ocumen, Gabriel Rivera, Neil Turqueza, Micca Ella Toledo, Kimberly Ann Tugade, Euder Dugay, Aethan Rivera, Karla Mae Marzan, Kristine Perdido, Herman Aseron |

**Narrative**

The "Tulungan sa Teknolohiya" project was initiated with the aim to empower students by extending their knowledge and fostering the development of their digital skills. With the rapid advancement of technology, it has become increasingly crucial for students to be proficient in digital literacy. The objectives of the program were clear: to equip students with essential technological competencies that are vital in today's digital age. The project targeted a group of students, with the ultimate goal of bridging the digital divide and ensuring equal access to technology.

Throughout the duration of the project, significant accomplishments were made. A total of 20 recipients benefited from the program, gaining invaluable insights, hands-on experience in utilizing Arduino Uno peripherals, and receiving gifts. The extensionists, numbering 12 in total, played a pivotal role in delivering the program's objectives to the targeted audience. Their dedication and commitment were instrumental in ensuring the successful implementation of the project.

Despite the complexities inherent in learning new technologies, the students exhibited remarkable enthusiasm and determination, actively participating in Arduino-based activities and projects. Their eagerness to learn and experiment underscored the effectiveness of the program in cultivating a culture of curiosity and exploration.

In terms of financial expenditure, the total cost amounted to 4000 pesos. This was


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made possible through the generous contributions of Lingkod Maria Community Development and Advocacy Center (LMCDAC) and the students of School of Engineering, Architecture, and Information Technology, whose support was instrumental in the realization of the project's objectives. Their generosity not only facilitated the implementation of the program but also underscored the importance of collaboration and community involvement in driving positive change.

**Documentation**






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Gift giving and answering of evaluation forms.




Photo ops with the participants.

| | |
|---|---|
| **Prepared by:** | JENNINE AUBREY S. UMBANIA |
| **Date Submitted:** | May 9, 2024 |

## Tulungan sa Teknolohiya (CE, Arki & SCEAIT) at Commonal ES

| | |
|---|---|
| **Project Title:** | TULUNGAN SA TEKNOLOHIYA (Commonal Elementary Outreach) |
| **Date:** | April 24, 2024 |
| **Time:** | 9:00 am to 3:00pm |
| **Team Composition:** | |
| **Project Leader:** | Klaryze Aireen V. Velasquez |
| **Project Staff/Members:** | SMU SEAIT Students<br>Facilitators:<br>Engr. Jefrie T. Alindayu<br>Engr. Michell Kyra S. Bautista<br>Engr. John Christopher P. De Vera<br>Engr. Aurus Jodeo C. Tiam<br>Ar. Rino Franz U. Gumayagay<br>Ar. Romeo C. Romero Jr.<br>Ar. Joshua Eliz P. Hernandez |

**Narrative**

The outreach program at Communal Elementary School happened on the 24th of April 2024 with several exciting activities and lectures prepared by the SCEAIT, UAPSA-SMU and ACES JPICE officers. The program started at exactly 9:00am headed by the ACES JPICE officers.

After the opening program a fun parlor games were enjoyed by the pupils of Commonal Elementary School and the school also prepared a simple snack for the children as well as to the organizers to keep especially the children attentive for more activities that was prepared by the SEAIT students.

Later, a simultaneous events and activities were conducted. First was the mural painting of the Commonal Elementary School stage made by the Architecture students that was finished 3:00 pm in the afternoon. At the same time, the basic design lectures were being discussed by Ralph and Reneil which at the end of the discussion a Mandala artwork was made by the children. On the other hand, the ACES JPICE discussed basic mathematics to the grade 1 to 3 pupils after the discussion gifts were distributed to the pupils.

**Documentation**



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***Photo 1:*** *Opening Program*



***Photo 2:*** *Communal Elementary Pupils*



***Photo 3:*** *UAPSA SMU, Fifth year and Faculty of Architecture*



***Photo 4:*** *Mandala Artwork of Grade 4 to 6*






| | |
|---|---|
| **Prepared by:** | *Kenneth R. Psamoante* |
| **Date Submitted:** | *May 3, 2024* |

**Adopt-a-Tourist Spot at our Lady of Victory Grotto- final term examination of diff. HTM courses**

| | |
|---|---|
| **Project Title:** | **Adopt a Tourist: Mangkeleb Villaverde** |
| **Date:** | May 8, 2024 |
| **Time:** | 7:30am-12:00noon |
| **Team Composition:** | |
| **Project Leader:** | John Michael Ibarra |
| **Project Staff/Members:** | HTM Faculty Members<br>JTHMAP Officers |

**Narrative**

As part of their coursework, students enrolled in the Agritourism course participated in this valuable extension program on March 24, 2024. This program focused in adopting a tourist site and making a positive impact through environmental stewardship. A flagship OBEdized (Outcomes-Based Education) activity and community extension program of the HTM Department.

Their primary objective was to assess the health and growth of the plants, particularly focusing on the trees they had personally planted earlier. This monitoring trip held significant weight, as it directly impacted their final grades in the agritourism course.

The day began with a buzz of anticipation as the students gathered in front of the GDB Building. They awaited their designated jeepney, the mode of transport that would take them to their project site. In a spirit of camaraderie, they seized the opportunity for a group photo, capturing this momentous occasion. A brief prayer for a smooth journey and safety on their visit was offered before they set off.

Preparedness was key for their mission. Each student came equipped with essential tools for plant care – bottles, buckets, and dippers – all crucial for watering the thirsty plants. Upon reaching their destination, the students wasted no time in making their ascent up the hill. Their focus was sharp as they meticulously checked on each of their assigned plants.

Technology played a vital role in their monitoring process. An innovative application called "Plant Parent" was their trusted companion. This app acted as a plant health guardian, providing valuable insights into the well-being of their precious greenery. With


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a simple scan, the app relayed crucial information – whether the plants craved water, were suffering from overwatering, or needed an adjustment in sunlight exposure. Armed with this real-time data, the students were able to make informed decisions on how to best care for their plants.

Following the comprehensive plant check-up, it was time for action. The first half of the group, students 1 to 4, embarked on a mission to gather water for the parched plants. They skillfully utilized the supplies they had brought along, filling their buckets and bottles to capacity. The spirit of teamwork was evident as they collaborated to ensure all the necessary water was collected. Once the first half completed their task, they passed the baton to the second half. Students 5 onwards then followed suit, diligently watering the remaining plants in the designated area. Through their collective effort, each plant received the life-giving water it craved.

**Documentation**







| | |
|---|---|
| **Prepared by:** | **Almyra Joy B. Garcia, President, HRM Department** |
| **Edited by:** | **Mr. John Michael C. Ibarra, Department Head, HTM** |
| **Date Submitted:** | |



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# Seminar-Workshop on Navigating Cooperative Dynamics: Empowering Cooperatives through Entrepreneurship, Strategy, and Governance

| | |
|---|---|
| **Project Title:** | **Navigating Cooperative Dynamics: Empowering Cooperatives through Entrepreneurship, Strategy, and Governance** |
| **Date:** | May 18, 2024 |
| **Time:** | 8:00 A.M. |
| **Team Composition:** | |
| **Project Leader:** | Dr. Harrison Villanueva |
| **Project Staff/Members:** | Dr. Loreta V. Garlitos<br>Mrs. Sheryl A. Baria<br>Mrs. Angela Garra |

**Narrative**

The Business and Accountancy Cluster of the School of Graduate Studies, particularly the Advanced Entrepreneurship Management, Current Issues and Trends in Cooperative Management, and Strategic Management classes, organized a one-day seminar-workshop entitled: **"Navigating Cooperative Dynamics: Empowering Cooperatives through Entrepreneurship, Strategy, and Governance"** on Saturday, May 18, 2024 as part of the GIFTED (**G**raduate **I**nitiatives **F**or **T**rainings, **E**mpowerment and **D**evelopment) Program. This event aimed to equip participants with the knowledge, skills, and strategies necessary to effectively navigate the complexities of cooperative organizations. By leveraging principles of entrepreneurship, strategic management, and governance, the seminar sought to empower cooperatives for sustainable growth and social impact.

Mr. Arturo A. Palafox, Supervising Cooperative Development Specialist of the Provincial Cooperative and Enterprise Development Office, delivered an inspirational message to the attendees. The seminar was attended by representatives from various cooperatives in the province, including 10 cooperative officers and members from San Luis OFW Family Circle Agricultural Cooperative, 3 from Lower Addawan Agricultural Cooperative, 4 from Timpuyog ti Babbalasang idi Kalman, 2 from Immaculate Conception parish Multi-purpose Cooperative and 5 from Highland Agro-forestry Agriculture Cooperative, and 1 from Magapuy Farmers Multi-Purpose Cooperative. The resource speakers were:

- **Cultivating Essential Competencies for Collective Success** (Mr. Neil Jansen O. Reginalde, MBA student)



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- **Designing Cooperative Futures: Applying Design Thinking for Collective Innovation** (Mr. Jesus P. Cacho, MBA student)
- **Strategic Planning for Cooperative Growth and Resilience** (Ms. Grace Marianne R. Mania, MSA student)
- **Strategic Harmony: Aligning Internal Capacities with External Realities for Optimal Business Strategies** (Ms. Rhodilet B. Valdez, MSA student)
- **Cooperative Governance: Fostering Member Participation and Effective Models** (Ms. Sheryl A. Baria, PhD Commerce student)
- **Sustainability Strategies: Enhancing Cooperative Management Practices** (Mrs. Angela C. Garra, PhD Commerce student)

Dr. Mayvelyn S. Covita, Graduate Programs Cluster Department Head, Business and Accountancy presented the GIFTED program of the School of Graduate Studies and facilitated the planning for possible extension collaboration.

**Documentation**












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Designing Cooperative Futures:
Applying Design Thinking for Collective Innovation















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| **Prepared by:** | *Harrison T. Villanueva, PhD* |
| **Date Submitted:** | *May 18, 2024* |

# Training on Basic Accounting for Non-Accountants

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|---|---|
| **Project Title:** | **ACCOUNTING for NON-ACCOUNTANTS** |
| **Date:** | May 14-16, 2024-Lower Magat, Eco-Park, Diadi, Nueva Vizcaya |
| **Time:** | 8:00 am-5:00pm (3 days) |
| **Team Composition:** | |
| **Project Leader:** | Mr. John Lindy R. Soriano |
| **Project Staff/Members:** | All Faculty Members<br>Department of Accountancy |

**Narrative**

Day 1 of Seminar-Workshop on Accounting for Non-Accountants

With the objective of empowering small business owners with the essential skills of managing their finances and improving financial literacy to make informed decisions, the Accountancy Department ,in partnership with TESDA, conducts a Seminar-Workshop on Accounting for Non-Accountants at the Lower Magat Eco-Tourism Park.

The first day was comprised of the following technical sessions:

TS1: Personal Financial Management
Speaker: Mr. Joel Ramon Gabriel R. Espino, CPA

TS2: Cash Flow Management and Fundamentals of Cooperatives
Speaker: Ms. Sheryl A. Baria, MBA

TS3: Simple Bookkeeping & Management Skills
Speaker: Mr. John Lindy R. Soriano, CPA

Day 2: Seminar-Workshop on Accounting for Non-Accountants

The mission continues with the Accountancy Department conducting part 2 of the training-workshop with the following technical sessions

TS4: Simple Bookkeeping and Management Skills Part 2
Speaker: Mr. John Lindy R. Soriano, CPA



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TS5: Taxation in Small Businesses and Cooperatives
Speaker: Mrs. Jeanette R. Mania, CPA

TS6: Legal Issues in Business and Truth in Lending Act
Speaker: Atty. Francis Leo C. Tugab, CPA

TS7: Practical Bookkeeping Workshop
Facilitators: Mrs. Maria Concepcion T. Jalijali, CPA, MBA & Mrs. Dorilyn C. Tiongson, MBA, JD.

**Documentation**



















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|---|---|
| **Prepared by:** | **Mr. Lindy R. Soriano, Department Head, Accountancy** |
| **Date Submitted:** | *May 30, 2024* |

## ANNEX H: SOCIO-PASTORAL MINISTRY AND EVANGELIZATION PROGRAM

### Catechetical Apostolate and Outreach Program at Ipil-Cuneg ES

| | |
|---|---|
| **Project Title:** | Catechetical Apostolate and Outreach Program at Ipil-Cuneg ES: CLVED Outreach Program |
| **Date:** | January 13, 2024 |
| **Time:** | 8:00 a.m.- 12:00 p.m |
| **Team Composition:** | |
| **Project Leader:** | Mr. Arnold Villier W. Villanoza |
| **Project Staff/Members:** | Mr. Harold J. Padila<br>Mr. Charles Capin<br>Mr. Dan E. Del Rosario<br>Mrs. Pedelina Bulligan |
| **Narrative** | |

SMU-SHS Marks National Bible Month with Inspiring Outreach at Ipil-Cuneg Elementary School

In honor of the National Bible Month 2024, the faculty and students of the CLVED Department from SMU-Senior High School Department visited Ipil-Cuneg Elementary School on January 13, 2024. There are 60 students from Grade 12 CLVED 3 students which includes the sections of St. Agatha, St. Albert, St, Martin, St. Luke, St. Sebastian and St. Hubert.

They passionately shared the teachings of the Bible through story readings, engaging games, and generously provided Bibles to the teachers. Additionally, the team organized a heartwarming feeding activity for all students from Kinder to Grade six composing 74 pupils.

This celebration serves as a reminder to express gratitude for the uplifting and empowering messages found in God's Word. The experiences of the student are being processed in the classroom.

Bibles were given to teachers for references from the students.



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## Documentation







Reflection of one of the students:

Hands to Reach

In relation to the celebration of National Bible Month, Saint Mary's University Senior

High School' volunteered students along with faculty went to Ipil-Cuneg Elementary School to conduct an outreach program last January 13.

It may not be obvious but few people know that I love lending a hand. Especially those who are in need. They say that a helping hand can be a ray of sunshine in a cloudy world. That every act of help is an act of kindness and love.

Being one of the people who helped feels good and fulfilling in the aspect of my life. It shapes my perspective on the world, influences my actions, and brings me immense joy and empathy. It is an advantage, that I can also share my blessings with other people.

In doing this program, I was overwhelmed with all the kids, I knew for a moment that they were happy. I could see love and gratitude from them as they were with us that day.

I learned that conducting a simple outreach is an act of compassion that can have a profound impact on our well-being and the lives of the other. That we have to have empathy and care for the others.

As the day successfully went by, the children, despite the challenges they have faced, still kept a smile on their faces. It fazed me on how they could be happy in a state like this, and then, there it hit me — a train of thought suddenly passed through my mind. This in particular helped me realize how lucky I am to be privileged with a comfortable living opportunity, considering people like me tend to take things for granted, being discontented about everything. However, what these children showed us must be my own personal reflection to reconsider, that whatever challenges we stumble on our path, we need to develop an optimistic outlook on things.

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| **Prepared by:** | *Mr. Arnold Villier W. Villanoza* |
| **Date Submitted:** | *January 23, 2024* |

# Catechetical Apostolate and Outreach Program at Pawak ES

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|---|---|
| **Project Title:** | Catechetical Apostolate and Outreach Program at Pawak ES: National Bible Month Outreach Program |
| **Date:** | January 21, 2024 |
| **Time:** | 7:00-12:00 noon |
| **Team Composition:** | |
| **Project Leader:** | Mr. Charles Ron V. Capin |
| **Project Staff/Members:** | Mr. Harold Padilla<br>Mr. Arnold Villier W. Villanoza<br>Mr. Dan E. Del Rosario<br>Mrs. Pedelina Bulligan |

## Narrative

In celebration of National Bible Month, SMU Senior High School embarked on an impactful outreach program that aimed to integrate the teachings of the Bible into practical acts of love and service. With the theme "God's Word: The Breath of New Life", the activity sought to emphasize the relevance of the Scriptures in addressing the needs of the less fortunate, fostering a sense of community, and promoting the spirit of compassion. SMU Senior High School conducted an outreach program at Barangay Pawak, Bayombong, Nueva Vizcaya last January 21, 2024, where teachers and less than 60 selected Grade 12 students from sections St. Teresa, St. Bede, St. Guiseppe, and St. Margaret contributed their time, effort, and resources in helping the community. Early morning of January 21, teachers and selected students assembled at the school to prepare for transportation. Following arriving in Pawak, teachers and students gathered in the unfinished chapel, where Mr. Charles Capin briefly introduced the agenda and schedule. The mass started at exactly 10:00 am, as less than 100 adults and children gathered at the small chapel. It was led by Rev. Fr. Alberto I. Tamisen, CICM, University Chaplain. Right after the mass, students shared bible teachings through storytelling and games with less than 50 children from kindergarten to elementary. Then, they gave Bibles to the community. Moreover, while interaction with the children was ongoing, Mr. Harold Padilla led the adult catechism in the chapel.

As the activities ended, a lunch feast occurred at the chapel, wherein the six selected classes donated food packs and platters to be shared with the whole community. The


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students assisted in distributing the food to ensure that everyone received their own. While feasting, the volunteers and community members had an opportunity to engage in conversation and interact collectively. At the end of the feasting, the community expressed their gratitude by offering local produce. The outreach program ended around 1:00 pm, and the teachers and selected students returned to the school. Despite the strenuous work of preparing food and gifts overnight, it was a heart-touching experience to become part of something simple yet significant. It's an honor to have the opportunity to share bible stories and encourage children through games and social interactions.

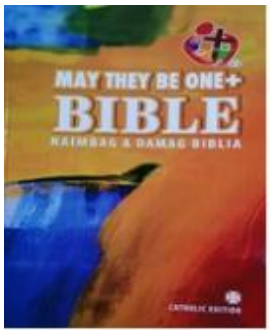
This activity made us realize that in our efforts to share God's Word with others, we are carrying out our mission to be a catalyst of eternal heart change in our neighbors throughout the world. As we share a testimony of the gospel by the Spirit, those who are willing to hear will receive sufficient witness to begin to have faith in Jesus Christ and His Atonement. In our simple ways, we were able to help and make the community feel that some people care for them. Even though it only lasted for a day, the laughter we shared and the smiles on the faces of all children would remain in our hearts. This outreach program is an eye-opener; that we have to be the harbinger of change as we reach out to other people and bring them closer to God. Most importantly, we have to be the Church and the ones who bring the church to others.

The Grade 12 Students {STEM, AD/HE/ICT, ABM and HUMSS}, particularly lead by the leaders: Trisha Nalliw, Francheska Parungao, Angelica Dane Tolentino, Javin Mayawin, Abby Mhel Dulay, Janella C. Andres. Andrea Sagaydoro, Kyla Allaga did a great role in helping organize each team to help in the accomplishment of this activity.

**Documentation**



Mr. Harold Padilla adult catechism of the Bible






Students with the children



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Being the catalyst of change



Spreading positivity





Feasting: Sharing God's blessing with the community








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|---|---|
| **Prepared by:** | *Mr. Charles Ron V. Capin* |
| **Date Submitted:** | *April 18, 2024* |

## Campus Ministry Outreach

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|---|---|
| **Project Title:** | Community Outreach Program |
| **Date:** | February 10, 2024 |
| **Time:** | 6:00 A.M. to 6:00 P.M. |
| **Team Composition:** | |
| **Project Leader:** | Marjorie T. Pandagos |
| **Project Staff/Members:** | Rev. Fr. Alberto I. Tamisen, CICM<br>Sr. Aileen G. Adjaro, SIHM<br>Jerahmeel P. Dela Cruz<br>Joline P. Taguiling<br>Clariza P. Casaldo<br>Liezl S. Castro<br>Junette C. Addug<br>Princess Pearl S. Pagadut<br>Louise T. Diaz |

**Narrative**

In every Academic Year, the VPMI issues a Memo regarding Mass Offerings. This academic year, 2023-2024, it is stated under the VPMI MEMORANDUM No. 2 that "These items (mass offerings in all masses) will be a great help to one of the CCF's missionary works and future community engagement and activities." In order to extend our missionary works and community engagement outside the school, our university chaplain chose Kiangan community as recipients of these collected masss offering from August to December 2023. Most of these goods are to expire once kept until March 2024, the Campus Ministry Team then decided to conduct a Community Outreach Program on February 10, 2024.

The project leader started to communicate with the parish priest of the Saint Joseph Catholic Mission Parish, the main parish of the catholic faithful of Kiangan, Ifugao. Rev. Fr. Brayle M. Bagyan recommended the 3 most remote BECs of his parish. Bokiawan, Daligan and Lingay BECs. These 3 are neighboring BECs. Bokiawan can be reached by car but the other two can only be reached on foot. Bokiawan is also the only BEC among the three that has existing chapel, therefore St. Francis of Assisi Chapel, Bokiawan has been chosen as the venue of the outreach program. Identifying the number of recipients was


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made possible by communicating with the parish secretary. The project leader was informed that one hundred is the closest number of total families combining the three BECs. This was based on the latest parish survey. Being a catholic institution, celebrating the Holy Mass is given an importance as part of the outreach program. The chosen date was not in favour to the schedule of Fr. Bayle and so our university chaplain volunteered to preside the holy mass.

The CICM Campus Mission Volunteers volunteered to inspect and check these goods to make sure they are still safe to consume. Before packing, they made sure that the expiry date of each good is not too soon from the date of the Outreach Program. Checking of the expiry date each good, counting the items of each set and packing was a time consuming task but the CICM-CMV were able to accomplish the task. Dividing all items into 100 packs, one set is not enough to fill-in one medium size of eco-bag. Two donors with the help of the two officers of the CICM-CMV purchased additional goods to fill the eco bags.

On February 9, 2024, our chaplain informed us via online message that he won't be able to join us because he is still in Apayao and according to his estimation, he won't be able to catch up on time for our travel to Kiangan. Communicating and reaching out then to several priests was made. The assistant parish priest of Lamut, Ifugao was the nearest and available priest to celebrate the Holy Mass in Bokiawan. Our travel to the venue was almost smooth until we reached the muddy and steep slope of the road. It was almost impossible to reach the chapel with our school van. Luckily, the problem got solved by joining our forces and energy. With our driver's signal, Sir Jun, the team helped the car go up by pushing until it successfully left the muddy and steep slope of the rode.

The outreach team and Kiangan parish team worked hand in hand upon arrival at the venue. Kid's Sunday School, celebration of the Holy Mass, distribution of goods to both kids and family heads, lunch and handing of cash donation were all a success with everyone's participation and active involvement until departure. Heartfelt gratitude was felt from the recipients, fun and joy from the kids too. It was a surprise for the team that the community-recipients prepared lunch for all. It is according to them, they are more on gratitude because of our presence in their community. It made them feel they are not lef behind and alone in their faith journey. Our generosity was reciprocated by their generosity which inspired the two donors hand an amount as aid to the finishing of their chapel's rectory. All expenses from arrival to departure used by the outreach team were all donations from the two donors except the stipend of Fr. Reyvin Jojo Tuguinay which is


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to be requested for reimbursement from the Accounting Office.

**Documentation**

























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|---|---|
| **Prepared by:** | *Marjorie T. Pandagos* |
| **Date Submitted:** | *February 12, 2024* |




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# POPSAD-Gift-Giving

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|---|---|
| **Project Title:** | POPSAD Gift-Giving and Feeding Activity |
| **Date:** | February 10, 2024 |
| **Time:** | 8:00 – 10:00 |
| **Team Composition:** | SMU Grade School Faculty and Staff |
| **Project Leader:** | Jennifer A. Alaman |
| **Project Staff/Members:** | Ma.Cristeta M.Aduca<br>Louie Burgos<br>Rose Ann Peralta<br>Venalyn Ubando<br>Mam Eva Rose Bugaling<br>Bryant Soliven |

## 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 for the POPSAD (Parish Outreach Program for the Sick, Aged and Disabled) patients of St. Dominic Parish on February 10, 2024. The faculty and staff of SMU Grade School joined the Holy Eucharist with the Sacrament of Holy Anointing and in celebration of the Feast of Our Lady of Lourdes and World Day of the Sick. After which, SMU Grade School faculty and staff distributed a gift-pack (a loaf bread and small bottle of peanut butter) and snacks to the seventy-two (72) POPSAD patients.

The cash amount to were donated by the SMU Grade School faculty and staff, PTAI, and some generous donors.

## Documentation



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| | |
|---|---|
| **Prepared by:** | JOY D. BALAWA |
| **Date Submitted:** | March 14 , 2024 |



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# Turn-over of Cash Donation to St. Anthony de Padua Chapel

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|---|---|
| **Project Title:** | **Turn-over of cash donation to St. Anthony de Padua Chapel** |
| **Date:** | March 03, 2024 |
| **Time:** | 2:00-4:00 PM |
| **Team Composition:** | |
| **Project Leader:** | Dr. Susan A. Galamay |
| **Project Staff/Members:** | Christian Faith Education Department<br>Dr. Liberty A. Rosario<br>Dr. Perolina<br>Mrs. Judith P. Daguio<br>Mr. Edjohn Antonino<br>Mr. Brian Barristo<br>Mr. Benito Buyacco Jr.<br>Mr. Bryan Benedict Olarte<br>Mr. Benyamin Messakaraeng<br>Mr. Jonathan p. Vergara |

## Narrative

The School of Teacher Education and Humanities (STEH) at Saint Mary's University is proud to support the CICM advocacy as Church Builders by collaborating with Mrs. Pedelina Bulligan, Senior High School CDA Coordinator, on the construction of St. Anthony De Padua Chapel in Pawak, Nueva Vizcaya. The Christian Faith Education Department organized the CFED annual Mission Fund Drive and Takbokasyon in October to raise funds for the project. They generously donated 10% of the Takbokasyon proceeds and 15% from the Mission Fund Drive, totaling 30,314.00 pesos, for the beautification and finishing of the chapel.

On March 3, 2024, Dr. Christopher Allen S. Marquez and representatives from the community attended the 3:00 PM Eucharistic Celebration at the chapel. After the mass presided over by Fr. Evedi Awidan, the community received a cash donation of 30,314.00 pesos, which was then handed over to the community president.

The success of this activity would not have been possible without the dedication and hard work of the students in CFE, the Center for Christian Formation Office and the guidance of the CFE Department. Their efforts in supporting the Church Communities as Co-CICM Missionaries.



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As Saint Mary's University continues to instill the values of being Church Builders where their services are most needed, events like this play a crucial role in shaping the aspirations and goals of the CICM while being inclusive. The activity served as a reminder that with compassion everything can still be achieved in making the world a better place.

**Documentation**





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|---|---|
| **Prepared by:** | *Laurice Kaye P. Laguinday* |
| **Date Submitted:** | *June 3, 2024* |



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## Seminar with the Woman

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|---|---|
| **Project Title:** | Seminar with the Woman |
| **Date:** | March 13, 2024 |
| **Time:** | 8:00 – 11:30AM |
| **Team Composition:** | |
| **Project Leader:** | Alona C. Costales |
| **Sub Project Leaders** | Dr. Felipe V. Nantes<br>Mr. Samuel B. Damayon<br>Mrs. Ruby Lyn R. Nuestro<br>Mrs. Grace Marabut |
| **Staff/Members:** | Maria Louisa Dio<br>Gerly B. Casilla<br>Allan Guiab<br>Laarni Marantal<br>Kristine Ann L. Israel<br>Galo Augustine R. Augustine<br>Alfredo Julio Montoya<br>Reiner B. Dulawan |

### Narrative

The "Seminar with the Women" was comprehensive and enlightening, covering central topics such as HIV, teenage pregnancy, and mental health focusing on how to handle stress. The event aimed to educate and empower our students, faculty and staff to make informed decisions about their health and well-being.

The seminar commenced with an opening prayer led by Mr. Allan Guiab, a staff member from the Office of Dean of Student Affairs and Services. The participants were welcomed by Mrs. Alona C. Costales.

The discussion of Ms. Clavel A. Subayno, STI/HIV Aids Provincial Coordinator about HIV began with an overview of the virus, emphasizing its modes of transmission, preventive measures, and available treatment options. The importance of education and


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awareness in curbing the spread of STI/HIV was emphasized, equipping participants with essential knowledge to protect themselves and their communities.

Mrs. Evangeline Hernaez, in her talk about teenage pregnancy, addressed the risks associated with early pregnancy and provided information on contraceptive options and support services. By offering insights into the challenges of teenage pregnancy and resources to navigate them. The seminar aimed to empower young women to make wiser and healthier choices for their future.

The third speaker, Ms. Chantal B. Tayaban, focused on stress management. Participants learned about the impact of stress on the physical, emotional, cognitive, and behavioral aspects of well-being and explored strategies to cope with it effectively. Techniques such as a healthy lifestyle, exercise, and seeking professional help were discussed as useful tools for managing stress.

Dr. Felipe V. Nantes in his closing remarks encouraged everyone to celebrate womanhood not only today but every day. Mrs. Maria Louisa I. Dio, ADSAS staff led the closing prayer.

The seminar was attended by 192 students at the Sacred Heart Center and 96 faculty and staff via Zoom. Overall, the seminar was a valuable opportunity for every student, faculty, and staff to gain knowledge, resources, and support on important health issues. It empowered them to take control of their health, make informed decisions, and prioritize their well-being.

**Documentation**



The facilitators as they ensure every participant is set to get on an informative seminar



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Our speakers into crucial topics of HIV, teenage pregnancy and handling stress, creating awareness, empathy, and action.




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Our participants fuel the seminar's energy with their active participation



BS Psychology interns with enthusiasm and vitality as they lead an energizer igniting smiles and a renewed sense of camaraderie among participants

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|---|---|
| **Prepared by:** | *Alona C. Costales* |
| **Date Submitted:** | *March 18, 2024* |



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## Gender and Development Seminar

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| **Project Title:** | **GAD Seminar: Awakening the Power in US** |
| **Date:** | March 20, 2024 |
| **Time:** | 1:00 P.M. |
| **Team Composition:** | |
| **Project Leader:** | Marites Querol |
| **Project Staff/Members:** | Lysel I. Haloc<br>Ruthie Mae Padilla<br>Ma. Corazon Alonso |

**Narrative**

To fulfill the need of gender development inclusion in the different course offerings and an update on laws governing violence against women and their children, the Department of Languages, in partnership with the Lingkod Maria Community Development Advocacy Center (LMCDAC), spearheaded the conduct of a Gender and Development Seminar with the theme "Awakening the Power in Us" at the RT Conference Hall (1) last March 20, 2024.

The half-day seminar, which commenced at 1:30 in the afternoon, was divided into two parts where key speakers were invited from the 2nd Nueva Vizcaya Provincial Mobile Police Force Company and from the Bambang Municipal Police Station.

The program was opened by Dr. Christopher Allen S. Marquez, Director of the LMCDAC, who shared how the language we have in the Philippines is seen as a language that promotes equality since most of the terms we use are gender-neutral. Additionally, he mentioned that certain communities in the Philippines, especially among the IP, consider women an integral component of these communities as they help preserve cultural practices. Before giving the floor to the next speaker, he highlighted the need for a discourse between men and women which is important in policy making. Finally, he said, "Men and women are equal, but that does not entitle us to insult each other's identity."

The first part of the seminar was a lecture on the major provisions of the Republic Act 9262 or the Anti-Violence Against Women and their Children Act of 2004. PSMS Angelica V. Landicho of the Bambang Municipal Police Station started her lecture by discussing the different forms of abuse under this law. She also reiterated that VAWC is a public crime, which means anyone can file a case as long as the personnel has personal


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knowledge of the abuse. Moreover, she also discussed the possible penalties coupled with these kinds of abuses. After her main talk, the speaker entertained the audience with questions. She said that we need to stand up for ourselves when a member of the audience asked her for a piece of advice to those women who are afraid to report these kinds of abuses and that it is possible to put an end to this cycle of violence committed against women and their children.

On the other hand, the second part of the program centered on skills-development, where Police Corporal Joseph Diaz of the 2nd Nueva Vizcaya Provincial Mobile Police Force Company introduced and demonstrated some basic self-defense skills. He, together with a student volunteer, demonstrated self-defense skills when he was confronted with a knife and other deadly weapons. To conclude his workshop, he stated that when it comes to self-defense, it is not a matter of height and physique but of skills and muscle memory.

Miss Ruthie Mae Padilla and Miss Ma Corazon Alonso, both faculty members of the Department of Languages moderated the said seminar.

**Documentation**






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"Self-defense is muscle memory" --- PCorporal Joseph M. Diaz shows survival moves in his talk on self-defense, encouraging the audience to apply in real life scenarios



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KNOW YOUR RIGHTS -- PSMS Angeliza V. Landicho enlightens audience on the premises of RA 9262, also known as the Anti-violence Against Women and their

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| **Prepared by:** | |
| **Date Submitted:** | |



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# Legal Aid and Consultation for PWDs

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|---|---|
| **Project Title:** | **Legal Aid and Consultation for PWDs** |
| **Date:** | April 26, 2024 |
| **Time:** | 9:00AM -12:00 PM |
| **Team Composition:** | |
| **Project Leader:** | |
| **Project Staff/Members:** | Christopher Allen S. Marquez<br>Vince Errol Lucas<br>Heidee L. Lamoste<br>Laurice Kaye Laguinday<br>Ruthie Mae Padilla |

**Narrative**

In celebration of the Linggo ng Lingkod at Likha week on April 26, 2024 the Lingkod Maria Community and Development Center in collaboration with the Commission on Human Rights Region 2 spearheaded an activity entitled "Legal Aid and Consultation for PWDs" inviting Local Government Unity of the different municipalities in Nueva Vizcaya. The purpose of the event was to empower the PWD community by ensuring their access to rights and equal opportunities, emphasizing the importance of inclusivity and accessibility in our society. The event brought together legal experts and professionals who volunteered their time and expertise to support the PWD community.

The event began with a heartfelt welcome to all attendees. While waiting for other participants coming from a distance, the set of available legal counselors, Atty. Rory Valera and Atty. Cecilia Melad-Lazaro set up their tables on the side of the venue started their consultations and catered to the concerns of the community simultaneously. The moderator in the name of Miss Laurice Kaye P. Laguinday had her introductions of the title of the event and its aim followed by a prayer in multimedia presentation and the national anthem. Rev. Fr. Philip A. Yu, Jr., CICM, Vice President for Mission and Identity, delivered the welcome remarks. His words set a tone of compassion and commitment to justice, highlighting the event's alignment with the mission of inclusivity and support for


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all individuals, regardless of their abilities. After which Atty. Jimmy P. Baliga, CPA, Director of the Commission on Human Rights Region 02, took the stage to share his insights. His message underscored the importance of awareness of rights and responsibilities, inspiring attendees to actively participate in fostering a more inclusive society introducing the availability and accessibility of the Commission on Human Rights in addressing particular issues concerning the PWD communities and their rights in society.

Atty. Cecilia Melad-Lazaro presented an enlightening seminar on the rights and privileges of PWDs, providing valuable information and clarifying legal frameworks that support PWDs. The seminar sparked engaging discussions and questions from the audience, particularly regarding government-provided privileges and how to access these benefits. Dr. Allen Marquez, LMCDAC Director, concluded the formal proceedings by honoring the guest speakers with tokens and certificates. Miss Ruthie Mae Padilla led the closing prayer, encapsulating the collective gratitude and hopes of all attendees.

The event was a resounding success, marked by active participation and a shared commitment to justice and inclusivity. It was a powerful reminder of the importance of supporting the PWD community and ensuring that everyone has access to the legal aid and consultation services they need. The organizers expressed their heartfelt thanks to all the guest speakers, participants, and volunteers who made the event possible.

**Documentation**









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|---|---|
| **Prepared by:** | *Laurice Kaye P. Laguinday* |
| **Date Submitted:** | *June 3, 2024* |




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# SK Leadership Seminar at Ipil-Cuneg

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| **Project Title:** | Leadership Training "Navigating Political Waters: Leader Training for the future of Tomorrow" |
| **Date:** | April 27, 2024 |
| **Time:** | 8:00 AM – 12:00PM |
| **Team Composition:** | |
| **Project Leader:** | Prime Minister Edgar Balaba Jr. and Dr. Erwin Naval, LPT |
| **Project Staff/Members:** | 1. Marian Allied in Philosophy and Social Studies (MAPSS) officers and members, seniors and faculty in coordination with SMU LMCDAC |

## Narrative

Marian Allied in Philosophy and Social Sciences (MAPSS) spearheaded the leadership training for the Barangay officials, SK, and KK members of Brgy. Ipil Cuneg, 27 April.

This training aims to serve as a platform for the current officials of the Barangay to enhance their leadership skills and nurture their passion for serving their fellow people through plans and actions and contributing better to nation-building.

In his inspirational message, SK Municipal Federation President of Solano, Nueva Vizcaya, Hon. Isaac Divina, shared his experience and expertise in building value and principle-based leadership, emphasizing the relevance of these values in shaping a leader's ability to guide and lead its people.

On April 20, we started planning this activity through an online meeting, tackling the necessary equipment and budget for the program. The MAPSS officers and seniors contributed P100 in addition to the MAPSS members' membership fees to be used in the program. Everyone did their tasks, from the letter to the buying of foods and materials needed for the program. Moreover, the SMU LMCDAC provided the equipment for the visual and sound systems.

The planning was going smoothly, but the SK chairperson of the Barangay was caught in an accident, which is why the Committee Head of the Outreach Program, Seth Aquino,


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and Prime Minister Edgar Balaba Jr. went to their Barangay physically to send the letter.

As the letter was approved, the program commenced, and the transportation with the two jeepneys was rough as the Ipil-Cuneg was at a high elevation. When we arrived before 8 am, we were told that the training participants were still on their way to the gymnasium as their houses were far from it. While waiting, we set up all the materials needed for the training and team-building activities. The participants finally arrived, and we started with the program immediately.

They cheerfully participated in the flow of the program, especially in the Zumba part. Some participants also shared their thoughts during the interactive speaking of Hon. Divina, and they actively immersed themselves with the planned team-building activities in collaboration with the MAPSS members. As the program came to close, the participants from Ipil-Cuneg happily shared their experience and lessons learned from the activity and the program as a whole.

**Documentation**



MAPPS officers, members, faculty, and Leadership Seminar participants posing for the picture taking, concluding the said event.



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Guest Speaker Hon. Isaac Divina delivering his leadership speech and engaging with the audience.



Leadership Seminar participants actively enjoying themselves in playing the said team-building activities.



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The green team working together in writing the given word through a collaborative effort.



The four teams listening to the instructions and eagerly waiting for the said activity to start.

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| **Prepared by:** | Prime Minister Edgar Balaba Jr. |
| **Date Submitted:** | May 14, 2024 |

## Children's Catechism-Project ARK

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| **Project Title:** | Children's Cathechism-Project Ark |
| **Date:** | April 27, 2024 (Saturday) |
| **Time:** | 8:00 am |
| **Team Composition:** | |
| **Project Leader:** | Marietonie Yanni Gabanes |
| **Project Staff/Members:** | Ma'am Susan Galamay (CFED Department Head)<br>Sir Edjohn Antonino (MSO Adviser)<br>CFED Teachers:<br>Benito Buyacco Jr.<br>Brian Baristo<br>Jonathan Vergara<br>Benjamin Messakaraeng<br>Judith Paguio<br>Laurice Kaye Laguinday<br>Liberty Rosario<br>MSO Members:<br>Charlene Lunag (President)<br>Marietonie Yanni Gabanes (Vice President)<br>Jamila Lumidao (Secretary)<br>Erica Shaine Delos Reyes (Treasurer)<br>Kohlen Talusig (Auditor)<br>Mhea Lei Laza (P.I.O)<br>Business Managers:<br>Alexis Kurt Llaneta<br>Trisha Mae Alayu<br>Sergeant at Arms:<br>Richelle Dyan Reginalde<br>Lester Martin<br>Frances Leilanie Bayag (Representative) |
| **Narrative** | |
| The Marian Sowers Organization (MSO) and Christian Faith Education (CFED) organized a project entitled "Children's Catechism-Project Ark on Saturday, April 27, 2024. The activity was conducted at Saint Mary's University in the JVD Building, Room 101 | |


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participated by 20 children from Sitio Masinan together with the Organizers.

The project plays an important role in nurturing children's spiritual, intellectual, and emotional development, while also providing practical support to enhance their educational journey.

The Children together with their parents arrived approximately at 9:00 in the morning and went straight to the Gymnasium to be checked by the Doctors and the Nursing students of Saint Mary's University who are also in their Medical Mission.

After the Medical Mission, Officers of the MSO convinced the children to participate in the activity prepared for them. The children sat in their chairs, happily eating and talking while they enjoyed their meals. After they finished eating, they were excited to hear some stories from the Bible led by MSO Vice President and treasurer. The children listened as Bible stories were read aloud. With curious minds, they absorbed the lessons and morals from it. After the stories, a lively discussion followed, as the children shared their thoughts and interpretations. They asked questions, shared personal insights, and reflected on the teachings they had just heard. To reward their active participation, the members surprised the children with prizes. With gratitude in their hearts, the children accepted their rewards, feeling proud of their contributions to the discussion. Following the discussion, the members surprised the children with a generous gift: folders filled with school supplies and food coming from the project ARK of Dr. Susan A. Galamay, Head of Christian Faith Education. They smiled big as they looked through the folders, finding colorful pens, paper, pencils, sharpeners, erasers, powdered milk, and biscuits.

As they hugged their new supplies, the children thanked the kind hosts and felt thankful and happy. Not only had they enjoyed an enriching experience learning from the Bible stories, but they were also equipped with the tools they needed to continue their educational journey with passion and excitement.

The Activity ended with insightful and inspiring words of wisdom from Ma'am Laurice Laguinday, STEH Coordinator, and Dr. Allen Marquez. Also, with a reflective prayer from Ms. Richelle Reginalde, MSO Sergent at Arms.

**Documentation**



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The children listened as Bible stories were read aloud



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Lively discussion and giving of prizes














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Surprising the children with a generous gift

| | |
|---|---|
| **Prepared by:** | Jamila Lumidao |
| **Date Submitted:** | |



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# Interfaith Sharing at Prk. Gonggongob

| | |
|---|---|
| **Project Title:** | Interfaith Sharing Literacy |
| **Date:** | May 3, 2024 (Friday) |
| **Time:** | 10:00 |
| **Team Composition:** | |
| **Project Leader:** | Sir Jonathan Vergara |
| **Project Staff/Members:** | Ma'am Susan Galamay (CFED Department Head)<br>Sir Edjohn Antonino (MSO Adviser)<br>Ma'am Judith Daguio (CFED Faculty)<br>Sir Benito Buyacco (CFED Faculty)<br>Ma'am Laurice Kaye Laguinday (CFED Faculty)<br>Sir Brian Baristo (CFED Faculty)<br>Ma'am Ivonny Lorvin M. Adducul (STEH Faculty)<br>Ma'am Ruthie Mae Padilla (STEH Faculty)<br>Sir Domingo T. Guntalilib Jr. (STEH Faculty)<br>MSO Members:<br>Charlene Lunag (President)<br>Marietonie Yanni Gabanes (Vice President)<br>Jamila Lumidao (Secretary)<br>Erica Shaine Delos Reyes (Treasurer)<br>Kohlen Talusig (Auditor)<br>Mhea Lei Laza (P.I.O)<br>Business Managers:<br>Alexis Kurt Llaneta<br>Trisha Mae Alayu<br>Sergeant at Arms:<br>Richelle Dyan Reginalde<br>Lester Martin<br>Frances Leilanie Bayag (Representative) |



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## Narrative

The Marian Sowers Organization (MSO) , Christian Faith Education (CFED), and Marian Social Work Organization joined hands to organized an outreach program entitled Interfaith Sharing Literacy on May 3, 2024 (Friday). It was conducted at Purok Gonggongob, Villaverde, Nueva Vizcaya. We were able to do this outreach program because of the support we got from Lingkod Maria Community Development and Advocacy Center (LMCDAC).

The day was filled with activities to bring joy and learning to the community. It provides an opportunity for families to come together in a shared expression of faith. Through singing hymns and offering prayers to deepen their connection to their religious beliefs and traditions. In the sacred space, a midst the embrace of loved ones and the presence of the divine, the bonds of community were strengthened, and hearts were filled with gratitude for the blessings of faith. Some officers also shared their insights about the gospel reading. One of the highlights of the day was the teaching literacy for the children, providing them to explore and an opportunity to learn more. Through storytelling, engaging games, and interactive sessions, our goal is to inspire and encourage the younger generation to dream big and reach for their dreams. The gratitude and smiles on their faces when we give gift packs are priceless. In those moments, we witness the impact of kindness and generosity firsthand. It's a reminder that even small gestures can bring immense joy and make a meaningful difference in someone's life.

## Documentation



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Interfaith Sharing



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ACTIVITY TIME!













Teaching Literacy to Children
















Giving of Gift Packs

| | |
|---|---|
| **Prepared by:** | Jamila Lumidao |
| **Date Submitted:** | |

# JHS Jail Visitation

| | |
|---|---|
| **Project Title:** | **Jail Visitation and Outreach Activity** |
| **Date:** | May 18, 2024 |
| **Time:** | 8:00-10:30 AM |
| **Team Composition:** | |
| **Project Leader:** | Khristine Jenifer R. Fabian |
| **Project Staff/Members:** | Rhia A. Gagarin<br>Crisanta D. Valdez<br>Kerishen B. Velano<br>Frederick B. Butic<br>Marivic S. Balot<br>Romalyn L. Bacsa<br>Priscilla Bangad |
| **Narrative** | |

**OBJECTIVES**:
At the end of the activity, the organizers should have:

a. donated toiletries and hygiene kit to Persons Deprived of Liberty (PDL);
b. demonstrated the 6th Corporal Work of Mercy through jail visitation; and
c. delivered inspirational talk to the PDLs of Nueva Vizcaya Provincial Jail.

The Christian Living and Homeroom Guidance Profession Learning Circle (CL & HG PLC), in partnership with The Marian Spectrum (TMS), Marian Student Government (MSGo), and Bayombong Marian Rotary Club (Rotaract), organized and conducted an outreach program for the 51 Persons Deprived of Liberty (PDL) at the Nueva Vizcaya Provincial Jail (NVPJ) on May 18, 2024.

The program started with a welcome message from the Warden of NVPJ, Mr. Carmelo B. Andrada which was followed by a zumba dance performed by the visitors with the inmates.

Delivering an on-the-spot performance, the inmates went emotional when they sang a band song entitled "Pagsubok" by Orient Pearl.

Furthermore, the MSGo officers and TMS staff conducted party games which were participated in by the inmates.


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Moreover, hygiene gift packs were distributed to the inmates while they were enjoying the food brought by the visitors.

Two inmates represented their group and expressed their gratitude to SMU for their annual visit in which one of them mentioned the stigma that SMU breaks when they pay visitations despite their unfavorable image outside.

"Nafeel naming part din po kami ng community sa labas, kayo po ay nagbigay ng hope at aliw" says another inmate when asked to share about the program.

The outreach program ended with an inspirational message by Mrs. Khristine Jenifer R. Fabian, CL & HG PLC Coordinator, reminding everyone that dignity, respect, and the opportunity for growth are meant to be enjoyed by everyone no matter the circumstance.

**Documentation**



Registration Time




Before the program started




MSGo students as emcees




Opening Remarks of Sir Carmelo Andrada



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MSGo students rendering an intermission number



Dr. Mercelita Orden giving an inspiration message to all PDLs.



A photo op with the PDLs



| | | |
|---|---|---|
| **Prepared by:** | *Frederick B. Butic* | *Khristine Jenifer R. Fabian* |
| **Date Submitted:** | *May 21, 2024* | |




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# Ecumenical Youth Camp

| | |
|---|---|
| **Project Title:** | Ecumenical Youth Camp |
| **Date:** | May 11, 2024 (Friday) |
| **Time:** | 7:00pm |
| **Team Composition:** | |
| **Project Leader:** | |
| **Project Staff/Members:** | Ma'am Susan Galamay (CFED Department Head)<br>Sir Edjohn Antonino (MSO Adviser)<br>MSO Members:<br>Charlene Lunag (President)<br>Marietonie Yanni Gabanes (Vice President)<br>Jamila Lumidao (Secretary)<br>Erica Shaine Delos Reyes (Treasurer)<br>Kohlen Talusig (Auditor)<br>Mhea Lei Laza (P.I.O)<br>Business Managers:<br>Alexis Kurt Llaneta<br>Trisha Mae Alayu<br>Sergeant at Arms:<br>Richelle Dyan Reginalde<br>Lester Martin<br>Frances Leilanie Bayag (Representative) |

**Narrative**

The Marian Sowers Organization (MSO) , Christian Faith Education (CFED), and Campus Ministry joined hands to organized an activity entitled Ecumenical Youth Camp on May 11, 2024 (Friday). It was conducted at Saint Mary's University. The theme of this activity is "Fostering Solidarity and Unity through Ecumenism". This activity is participated by the students who have Christian Faith Education (CFE) classes.

This activity is important because it brings together young people from different religions to foster unity, understanding, and collaboration. It promotes mutual respect, broadens perspectives on faith, and encourages shared values.

The activity began with praise and worship led by the SMU band at the four pillars. Following this, Dr. Maria Teresa Tayaban, the guest speaker, gave a talk on mental health awareness. Afterward, there was a mass and an interfaith sharing session at the oval led


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by Sir Jonathan Vergara. Mrs. Judith Daguio also shared her inspiring story on how she overcome the challenges in her life. Due to time constraints and the late hour, we had a brief socialization night facilitated by Sir Brian Baristo and Mr. Trygz Bongayon. In the morning, we had an ecumenical service held at the mini forest, followed by breakfast in the same location.

The ecumenical youth camp was a meaningful experience filled with worship, inspiring talks, interfaith sharing, and community bonding. We connected with others, and enjoyed moments of laughter and reflection. Overall, it was a memorable event that strengthened our sense of unity and faith.

**Documentation**


































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| | |
|---|---|
| **Prepared by:** | Jamila Lumidao |
| **Date Submitted:** | *May 21, 2024* |



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**ANNEX I: EDUCATION FOR ALL PROGRAM**

## Likhang kamay at Ipil-Cuneg

| | |
|---|---|
| **Project Title:** | LIKHANG KAMAY |
| **Date:** | February 17, 2024 |
| **Time:** | 1:00 PM |
| **Team Composition:** | |
| **Project Leader:** | Melina Angela O. Bibas |
| **Project Staff/Members:** | Mr. Mark Ian A. Billedo<br>Mr. Adrian Dion B. Flores<br>Mrs. Gleddy Mae V. La Corda<br>Mr. Jerson Mar A. Mendoza<br>Miss Ronna Chiehann J. Vidal<br>Mr. Bryan F. Ricardo<br>Mrs. Pedelina D. Bulligan |

**Narrative**

On February 17, 2024, the Grade 12 students in the Arts and Design Track, along with teachers from the HOPE, AD, and TVL (HAT) department of Saint Mary's University Senior High School, organized an extension project at Barangay Ipil-Cuneg Elementary School.

The event commenced with a prayer led by Mr. Adrian Dion B. Flores, the Circulo Artistico club moderator, seeking guidance and blessings for the project's success. Mrs. Melina Angela O. Bibas, the Learning Area Coordinator of the HAT Department, then outlined the objectives of the project, emphasizing its aim to promote dental health awareness and foster creativity among the pupils through art activities.

To maintain an enthusiastic atmosphere, Miss Ronna Chiehann J. Vidal conducted an energizer activity. Games designed to stimulate critical thinking and teamwork were facilitated by Mr. Flores and Mrs. Bibas, which were enjoyed by all, showcasing the pupils' enthusiasm and sportsmanship.

The highlight of the day was the activities for the pupils which were done simultaneously. Mrs. Gleddy Mae La Corda and Ronna Chiehann Vidal led an engaging storytelling session about


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toothbrushing, followed by a hands-on toothbrushing activity for daycare pupils which the department generously donated the hygiene kit.

Mrs. Bibas and Mr. Flores together with Arts and Design students, led the giving of art materials to Kinder and elementary pupils. They received various art materials like pencils, crayons, sharpeners, drawing books, colored papers, scissors, and glue, which they could use for their art activities. The Grade 12 Arts and Design students shared their talents in arts through drawing and coloring. Recognition was given to students who showcased exceptional creativity, with prizes awarded for their outstanding outputs.
The event concluded on a sweet note with snacks provided to all. Mrs. Bibas expressed her gratitude to everyone who participated in the extension project. She encouraged the pupils to continue pursuing their passion for the arts and using their creativity to contribute to their community positively.

Overall, the Barangay Ipil-Cuneg extension project was a success, and it was an excellent opportunity for pupils to appreciate the value of good hygiene habits and to promote artistic excellence in arts.

**Documentation**



*Miss Ronna Vidal, together with the HAT teachers and AD students lead the energizer.*



*The pupils of Ipil Cuneg energetically participate in the games facilitated by Sir Adrian.*



*Ma'am Gleddy leads the storytelling session to the pupils.*



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*Ma'am Gleddy assists the daycare pupils in their hands-on activity on toothbrushing.*



*The daycare pupils show their winsome smile after the toothbrushing activity.*



*The daycare pupils show their winsome smile after the toothbrushing activity.*



*The Grades 4-6 pupils actively participate in the art activity facilitated by the AD students.*



*The Kinder-Grade 3 pupils enjoy doing their art activity.*



*The Grades 4-6 pupils proudly showcased their creative outputs.*

| | |
|---|---|
| **Prepared by:** | *Melina Angela O. Bibas* |
| **Date Submitted:** | *February 29, 2024* |



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# Project ACCELERATE

| | |
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| **Project Title:** | Project ACCELERATE (Assimilate, Conquer, and Collaborate Effectively for the Licensure Examination of Refreshed and Assured Teacher Examinees): Short LET Enrichment Lectures |
| **Date:** | March 06 to 13, 2024 |
| **Time:** | 6:00PM to 8:00PM |
| **Team Composition:** | |
| **Project Leader:** | Gerome H. Bautista |
| **Project Staff/Members:** | Dr. Liberty A. Rosario<br>Miss Federicia C. Calauagan<br>Mrs. Arlene R. Querol<br>Miss Ivonny Lorvin M. Adducul |

**Narrative**

The Online Short LET Review Lectures were conducted from March 06 to March 13, from 6:00PM to 8:00PM to enrich the knowledge and skills of the Marian LET examinees for the March 2024 Licensure Examination for Teachers. The review lectures were held through Google Meet and livestreamed in the Facebook page of School of Teacher Education and Humanities (https://www.facebook.com/SMUSTEH/) with the following schedules:

March 6 – The Teaching Profession by Dr. Liberty A. Rosario
March 7 – The Child and Adolescent Learners and Learning Principles by Mr. Gerome H. Bautista
March 8 – Assessment of Learning by Miss Arantxa Loise D. Lu-ong*
March 11 – Methods and Strategies of Teaching by Miss Rubilyn Attam*
March 12 – Educational Technology by Mrs. Arlene R. Querol
March 13 (AM) – The Teacher and the School Curriculum by Miss Federicia C. Calauagan
March 13 (PM) – Field Study and Teaching Internship by Miss Ivonny Lorvin M. Adducul

A total of 24 participants registered for the short enrichment lectures. The lecturers delivered concise presentations on key points essential for the examination, along with an analysis of questions and answer choices. Each session began with sample questions, followed by discussions on important theories, principles, and their applications in teaching and learning. Additionally, they provided tips to help examinees prepare for and succeed in this significant milestone.

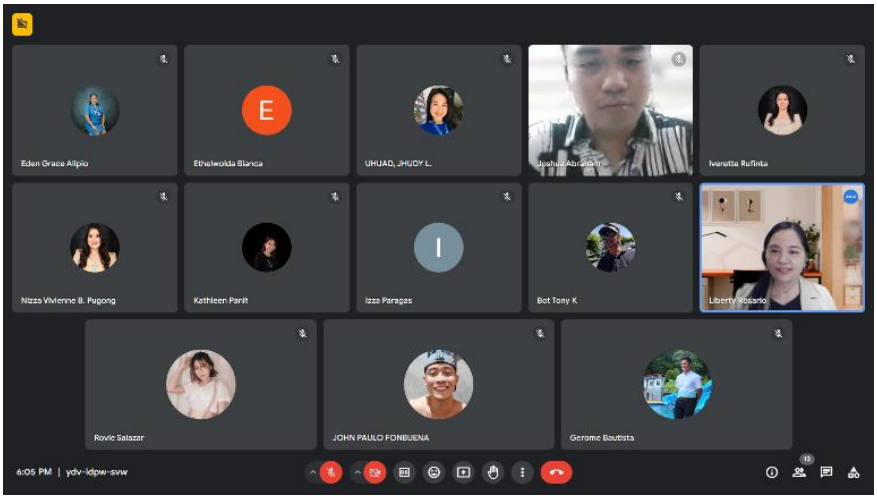

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## Documentation











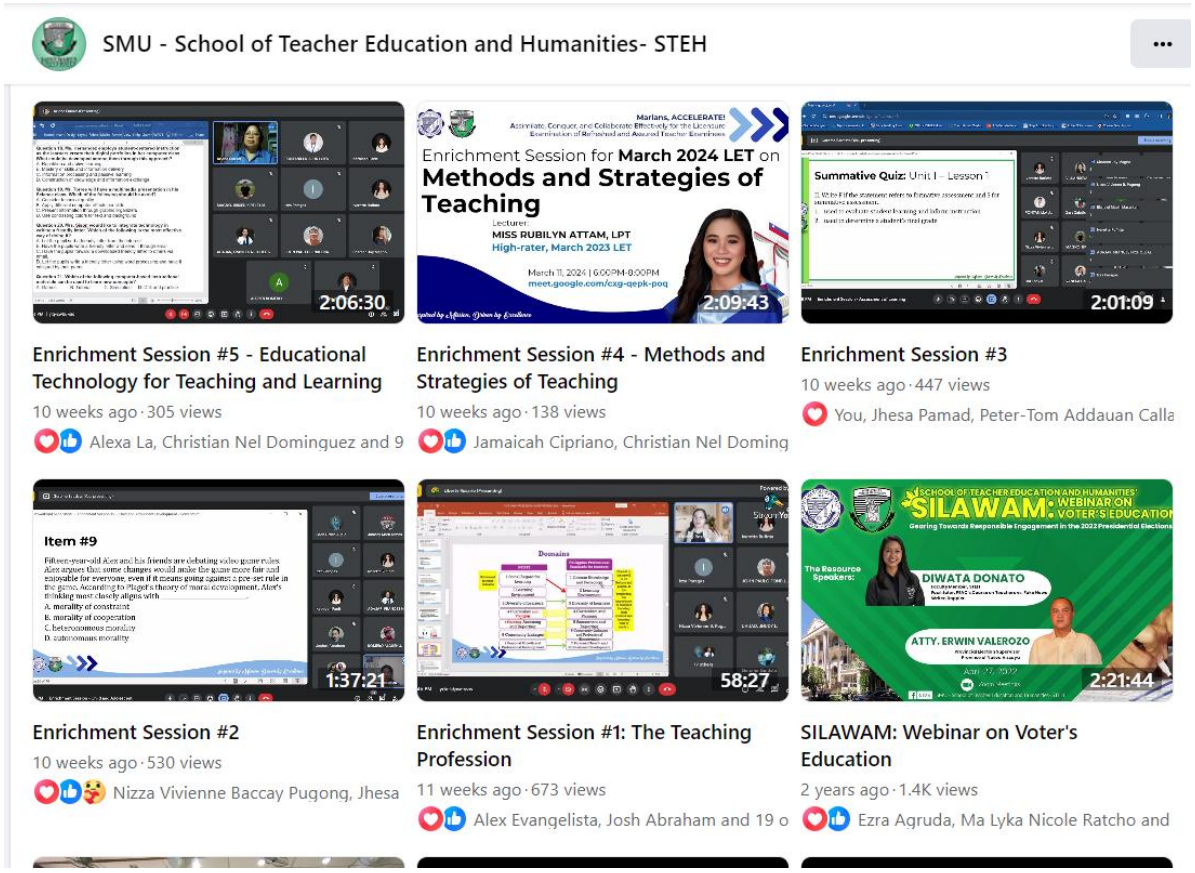


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|---|---|
| **Prepared by:** | *Gerome H. Bautista* |
| **Date Submitted:** | *May 23, 2024* |

# Project NUMERO

| | |
|---|---|
| **Project Title:** | Project NUMERO (Numeracy Enhancement and Remediation Opportunity) |
| **Date:** | April 6, 2024 |
| **Time:** | 8:00 – 11:00 am |
| **Team Composition:** | Faculty Members of Mathematics and ABM Department of SMU Senior High School and Officers and members of Co-curricular clubs (SIGMA and FAMES) |
| **Project Leader:** | John Carlo F. Armando |
| **Project Staff/Members:** | Mary Joy S. Mendoza<br>Miss Chery-Ann G. Gorospe<br>Mr. Rodolfo Scottie A. Cordero<br>Mary Joy V. Agbanlog (Donor)<br>Pearl Desireen V. Ludan (Donor)<br>Pedelina D. Bulligan |

## Narrative

Project NUMERO or Numeracy Enhancement and Remediation Opportunity was conceptualized to provide mathematics enhancement and remediation to young Filipino learners who are studying in a remote Elementary School. This is also anchored to the goal of the University on contributing to the achievement of education for life among young learners. This was the second year of implementation of Project NUMERO.

Sixteen pupils from the intermediate grades of Ipil-Cuneg Elementary School were the participants of this activity. The faculty members of SMU Senior High School Mathematics and ABM Department in collaboration with the two co-curricular clubs, namely, Society of Individuals Gathered by Mathematics (SIGMA) and Future Accountants, Managers, and Entrepreneurs Society (FAMES) worked together to make this activity possible.

For this year, the intermediate pupils were taught how to solve problems involving percentages, rates, and base. This was in response to the call of preparing young learners in managing money and finances. The tutorial session was divided into two groups. The first group was the Grade 6 pupils who were tutored by the SIGMA officers and the second group was the Grades 4 and 5 pupils who were tutored by the FAMES officers. The club


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officers crafted learning module that was used in the implementation of tutorial session. Seatwork and boardwork exercises were given to assess the understanding of the pupils to the lesson delivered to them.

The excitement and enthusiasm of young learners to learn mathematics made the two-hour tutorial session a success. The Grades 4 and 5 pupils said that they were very excited in the next year's Project NUMERO. After the tutorial session, simple snacks were provided for them. This activity was ended by conducting evaluation facilitated by the SHERT officer.

**Documentation**



The club officers together with some faculty members of SMU Senior High School.



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The Grade 6 pupils together with the SIGMA officers, Mr. John Carlo Armando, and Mrs. Mary Joy S. Mendoza.



The pupils busy answering their exercises while being assisted by their tutors.




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|---|---|
| **Prepared by:** | JOHN CARLO F. ARMANDO |
| **Date Submitted:** | April 16, 2024 |

# Reading Literacy

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|---|---|
| **Project Title:** | Senior High School Languages Department Outreach Program |
| **Date:** | April 6, 2024 |
| **Time:** | 8:00- 11:00am |
| **Team Composition:** | |
| **Project Leader:** | Joyce Anne P. Nillo |
| **Project Staff/Members:** | Joshua P. Abraham- Subleader<br>Miguel John C. Tolentino- Facilitator |

**Narrative**

The collaborative efforts of the Mathematics, Languages, and Research departments culminated in a successful outreach program held at Ipil Cuneg on April 6, 2024. The program aimed to provide educational support and foster community engagement among the residents, mainly focusing on students from various grade levels.

A total of 18 participants- 9 students and 9 faculty members extended their time and effort to be part of the said extension program. The team went to Ipil-Cuneg at around 8:00 in the morning with high spirits. They had storytelling sessions and fun educational games. It was evident that the pupils enjoyed the activities prepared for them. The team composed of the followimg work for this activity (Joshua P. Abraham, Helen S. Baladad, Eloisa C. Barbieto, Rubie M. Bernardino, Nimfa Grace B. Derilo, Paul C. Morales, Miguel John C. Tolentino- Facilitator, Mica Mae T. Tuazon, John L. Vicente)

The languages department and the Marian Toastmasters Society officers (Longboy, Trish Graciella
Adducul, Yolanda Yesha, Naval, Rainer, Cojpag, Natasha, Lopez, Hailey Gwen, Lopez, Maryfiona, Rufino, Espie, Ramos, JoloTampon, Dion) conducted a Reading Program tailored for students from Kindergarten to grade 3. Recognizing the importance of literacy in a child's educational journey, the program focused on enhancing reading comprehension, vocabulary, and language skills. Through interactive storytelling sessions and engaging activities, students were encouraged to develop a love for reading while honing their language abilities.

The Reading Program fostered a nurturing environment where students felt encouraged


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to explore the world of literature. By cultivating a habit of reading from an early age, the program aimed to empower students with the essential skills needed for academic success and lifelong learning.

Armed with patience and passion, Mr. Miguel Tolentino and Mrs. Nillo embarked on a mission to teach alphabet phonics to kindergarten non-readers. With colorful charts and animated voices, they transformed the classroom into a vibrant learning space where every letter came to life. Together, they patiently guided the young learners through the magical world of phonics, laying the foundation for future literacy success.

Meanwhile, Mr. Joshua Abraham took on the role of storyteller extraordinaire for the kindergarten readers. Armed with a treasure trove of enchanting tales, he captivated his young audience, transporting them to far-off lands and magical realms with each word. Through his engaging storytelling, he entertained and nurtured a love for reading and imagination among eager listeners.

As the kindergarten students reveled in the joy of learning and storytelling, the officers of the Toastmasters Society sprang into action. Divided into three groups, they embarked on a storytelling journey tailored for the eager minds of grade 1 to 3 students. With each group led by passionate speakers, they captivated their audiences with tales of adventure, bravery, and friendship. The students were enthralled, hanging onto every word, as the Toastmasters brought stories to life before their very eyes.

Amidst the excitement of learning and storytelling, Mrs. Rubie Bernardino quietly oversaw the feeding program, ensuring no child went hungry. With a warm smile and a nurturing spirit, she orchestrated the distribution of nutritious meals, bringing comfort and sustenance to the young learners and volunteers alike.

Following the educational activities, the Research department, in collaboration with the Mathematics and Languages departments, organized a feeding program for the participants and the community. Recognizing the significance of nutrition in a child's development, the feeding program aimed to address food insecurity and promote the overall well-being of the residents.

In conclusion, the outreach program at Ipil Cuneg served as a testament to the power of


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collaboration and community engagement. Through the collective efforts of the Mathematics, Languages, and Research departments, valuable educational opportunities were provided, and the community's well-being was prioritized. It is imperative to sustain such initiatives to foster long-term positive impact and empower individuals to reach their full potential.

**Documentation**



*Mr. Tolentino engages young minds with the magic of phonics, making learning the alphabet an adventure for kindergarten students."*



*"Toastmasters Society officers mesmerize young hearts and minds with captivating stories.*

Photo Credits to Marialis Pons

| | |
|---|---|
| **Prepared by:** | *Mrs. Joyce Anne P. Nillo*<br>*Languages, Learning Area Coordinator* |
| **Date Submitted:** | *April 25, 2024* |

# Lakbay-Libro

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|---|---|
| **Project Title:** | **Project 'Lakbay-Libro' Reading Outreach Program** |
| **Date:** | April 17, 2024 |
| **Time:** | Barangay Hall, Vista Alegre, Bayombong, Nueva Vizcaya |
| **Team Composition:** | |
| **Project Leader:** | |
| **Project Staff/Members:** | Library Working Students' Organization (LWSO) and advisers<br>Bachelor of Library Information Science (BLIS) students<br>ULRC |

**Narrative**

- On April 12, 2024, the LWSO gave a letter to Brgy.Vista Alegre and LMCDAC requesting to conduct a reading outreach program.
- The LWSO conducted a meeting on April 13, 2024, to prepare and delegate tasks for the Project 'Lakbay-Libro' Reading Outreach Program.
- The 'Lakbay-Libro' Reading Outreach Program was conducted last April 17, 2024 at 8:00 am. The program started with an opening prayer by Miss Vivian Humiwat and an energizing icebreaker by Rochelle Santiago and Jasmin Rico. After the program's opening, the storytelling portion started. The stories read were *Ang Langgam at Ang Tipaklong, Ang Nauuhaw na Uwak, Ang Alamat ng Pinya,* and *Ang Hanging Amihan at Ang Araw.* The pupils were engaged in the activities prepared by the organizers. The program concluded with free snacks and photo opportunities with the pupils and barangay officials.

Recommendations/Observations:

- Technical Difficulties



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- Preparation
- There should be a dry run of the storytellers before the program.
- Bigger venue to cater more audience

**Documentation**






| | |
|---|---|
| **Prepared by:** | |
| **Date Submitted:** | |



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# Marian Service Learning at Pawak ES

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|---|---|
| **Project Title:** | MSL at Pawak Elementary School |
| **Date:** | April 26, 2024 |
| **Time:** | 8:00 a.m. -11:30 a.m. |
| **Team Composition:** | Christian Living Department |
| **Project Leader:** | Mrs. Khristine R. Fabian |
| **Project Staff/Members:** | Mrs. Crisanta Valdez, Mrs. Rhia A. Gagarin, Mrs. Kerishen Bumaynin and selected MYA Officers ( Lorraine Ballesteros, Zoe Medina, Jamaica Calica, Miley Galvez and Anika Betguen) |

## Narrative

Last Friday (April 26), SMU Junior High School and Science High School faculty members and personnel together with the clubs officers, embarked on an annual outreach activity at Pawak Elementary School. We were assigned to focus on the Grade I pupils of the school. I, Mrs. Crisanta D. Valdez, the MYA (Marian Youth Animators) chairman as well as assigned by the CL Department to spearhead the plan to teach Christian Living to the pupils. I prepared a lesson about the story of creation, put it into power point and instructed the 5 MYA officers on how to deliver it to the pupils.

The delivery began with a simple introduction of ourselves and the pupils. After the self-introduction, we had our unfreezing action song entitled "This Is the Day". After the unfreezing, the MYA officers introduced the lesson and explained the objectives of the lesson to the pupils. After that, the MYA officers showed the pupils a short video clip about the story of creation and discussed the details of the story through guided questions. After the discussion, a video clip entitled "All Things Bright and Beautiful" was also shown to the pupils and followed by a short discussion through guided questions. The pupils were asked their most favorite creation of God and were asked to put them into drawing. Before the drawing activity, the MYA officers distributed their drawing materials in the form of crayons, pencil, eraser, short bond papers, and a sharpener. After the drawing activity, the pupils were given the chance to show their drawing and explained why that is their favorite creation of God. The pupils really enjoyed the activity and felt how much the MYA students cared for them. The pupils were crying and clinging to their "ates" when we bid goodbye to them.


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It was such a touching experience with the Grade I pupils of Pawak Elementary School, Pawak, Bayombong, Nueva Vizcaya.

**Documentation**

| | |
|---|---|
|  | **Lesson Introduction and distribution of art materials as outreach gift to the pupils.** |
|  | **Opening Prayer** |
|  | **Unfreezing with the song "This is the Day"** |

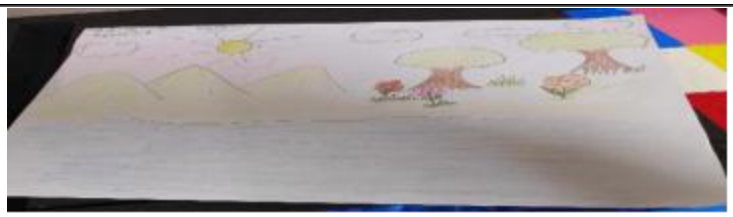


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| | |
|---|---|
|  | **Film-Viewing of the Story of Creation** |
|   | **Drawing Activity "My Favorite Creation of God"** |
|  | **Snacks Time with Jollibee** |



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**Drawing Outputs**

| | |
|---|---|
| **Prepared by:** | *Mrs. Crisanta D. Valdez* |
| **Date Submitted:** | *May 7, 2024* |



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| | |
|---|---|
| **Project Title:** | MSL at Pawak Elementary School |
| **Date:** | April 26, 2024 |
| **Time:** | 8:00 a.m. -11:30 a.m. |
| **Team Composition:** | MAPEH Department |
| **Project Leader:** | Mrs. Armely Morales |
| **Project Staff/Members:** | Mr. Jayson G. Roda, Mr. Johnrey B. Gonzales, Ms. Kristine G. Acuña, Ms. Efraine Gervic I. Sta. Ines |

**Narrative**

Last Friday (April 26), SMU Junior High School and Science High School faculty members and personnel together with the LIKHA Club Officers, embarked on an annual outreach activity at Pawak Elementary School. The initiative focused on the fourth-grade students in the school. Mr. Jayson G. Roda, the MAPEH coordinator, appointed Mr. Johnrey B. Gonzales and Ms. Kristine G. Acuña to facilitate the prepared activities. Mr. Johnrey B. Gonzales spearheaded the plan to conduct Modified Dutch Ball for the fourth-grade students. Ms. Efraine Gervic I. Sta. Ines also took the initiative to make these plans by assigning some LIKHA students to be with us during the activity.

The program started with an opening prayer and a warm-up exercise called "Kanan, Kaliwa, Harap at Likod" led by the LIKHA officers. After the warm-up exercise, the students had a game called "Pabilisan Gumawa ng Bola" using old newspapers and packing tape. There are two team of the game called Team Eagle and Team Hen. The alternative balls serve as their ball for the Modified Dutch Ball. Students formed their lines outside the classroom for the preparation of the activity and they are very excited to play. Team Eagle won the activity, and we gave them a lot of school supplies and candies. We saw how grateful they are by receiving all the gifts. But not only the winning team, but all of them also received a gift if the adviser.

The eagerness and passion to learn were present among the sixteen fourth-grade students. The day concluded with a sense of fulfillment and achievement for the LIKHA Club, having effectively executed the planned activities.

All these things were made possible through initiatives and efforts rendered by the department and the club.



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## Documentation










| | |
|---|---|
| **Prepared by:** | *Ms. Kristine G. Acuña* |
| **Date Submitted:** | *April 26, 2024* |

# Mobile Library "Libro Ko, Libro Mo" Part 1

| | |
|---|---|
| **Project Title:** | Project Mobile Library |
| **Date:** | April 27, 2024 |
| **Time:** | 8:00 AM |
| **Team Composition:** | Saint Mary's University Senior High school- Marian Central Board of Students |
| **Project Leader:** | Rudolph C. Benito |
| **Project Staff/Members:** | Mitz Jesica B. Sanico<br>Pedelina D. Bulligan<br><br>Marian Central Board of Students |

## Narrative

The Christian faith and social responsibility are central missions of Marian Cares, with the Marian Central Board of Students being the primary club under this initiative. The activities led by the Board must embody these values, particularly as they guide and influence younger peers. Sharing these skills and knowledge with aspiring leaders is crucial given their influential roles.

The project consists of reading sessions among young learners and donating a bookshelf with books. Its primary objectives is to:

- Generate relevant community initiatives.
- Provide children in Ipil Cuneg access to books and educational resources.
- Foster a culture of reading and learning within the community.
- Promote literacy and improve reading skills among children in Ipil Cuneg.

The activity specifically aims to promote literacy among elementary learners by providing essential school supplies and books. This activity was a collaborative project with Humanities and Social Sciences that also targets literacy among young learners.

Despite its successes, the initiative faced challenges, mainly due to time constraints and the need for more refined action plans.



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Overall, the initiative benefited elementary learners with the books donated to them. Along with the books were two boxes of juice, two packs of biscuits, and other prizes for games. The total expenditure for this endeavor amounted to 1,000 pesos.

**Documentation**



Mecca Vicente(left) and Jerome Balcita (right) teaching about different types of vehicles to Grade 1 learners.



Athena Peralta (left) and Shanna Papa (right) giving an interactive story telling to children.



Marian Central Board of Students and some HUMSS students presenting a game cards to children.

| | |
|---|---|
| **Prepared by:** | Mitz Jesica B. Sanico |
| **Date Submitted:** | May 22,2024 |



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# Baguingey School-Based Needs Assessment

| | |
|---|---|
| **Project Title:** | Needs Assessment |
| **Date:** | April 27, 2024 |
| **Time:** | 6:00-12:30 |
| **Team Composition:** | SMU Grade School Faculty and Staff |
| **Project Leader:** | Mrs. Jennifer A. Alaman |
| **Project Staff/Members:** | Mrs. Lilibeth V. Cajimat, Mr. Bryant Soliven<br>Ms. Berlyn B. Pihulon, Ms. Marie Flor Ayawan |

## Narrative

The eighteen (18) faculty and staff of Saint Mary's University Grade School, one (1) staff from the LMCDAC, and three (3) students of Research in Educational Management participated in the school-based Needs Assessment in Baguingey Elementary School on April 27, 2024.

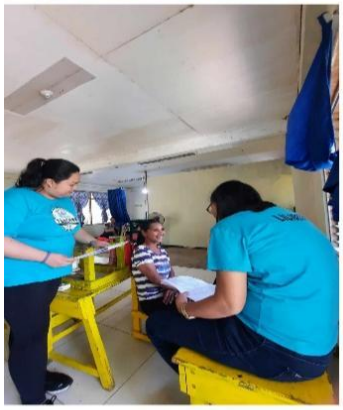
This activity was initiated to assess the needs of the pupils of Baguingey Elementary School through questionnaire. This activity also helps in bringing out the authentic needs of the pupils and the school. This was conducted by the SMUGS faculty and staff, students of Research in Educational Management as part of their immersion activities. They were assisted by Mr. Vince Eroll Lucas, In charge of the IP Services unit of LMCDAC.

## Documentation



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| | |
|---|---|
| **Prepared by:** | JOY D. BALAWA |
| **Date Submitted:** | May 23, 2024 |

# DIY Project Making

| | |
|---|---|
| **Project Title:** | DIY Project Making: Pineapple Wine Making |
| **Date:** | April 29, 2024 |
| **Time:** | 8:00AM-11:00AM |
| **Team Composition:** | Science, Technology, and Research Department |
| **Project Leader:** | Dr.. Agnes N. Madamba |
| **Project Staff/Members:** | Weyalein Balonquita, Judy Ann Sonday, John Rey Vea<br>Vemelyn De Guzman, Jimmy Valdez |

## Narrative

With invitation letters sent to neighboring elementary schools on April 25, 2024, by Dr. A. Madamba and Mrs. J. Anoche, JHS CDA coordinator, only 38 pupils from Bayombong Central School accompanied by their science teacher responded positively.

On April 29, 2024, at 8:00 AM, after receiving clearance from the school's security personnel, the pupils, accompanied by their science teachers, embarked on a tour of the campus. Their journey began with a visit to the exhibits of the RANIAG Festival displayed in the science laboratories.

Following the visit to the science labs, the students proceeded to the library. Their next stop was the TLE laboratory, where they witnessed a demonstration of wine making using pineapple. Science teachers Mrs. Weyalein Balonquita, Mrs. Judy Ann Sonday, and laboratory assistant Mr. John Ray Vea, along with some MSTC officers, conducted the demonstration.

The science behind the wine-making process was explained throughout the demonstration. The grade-six students even participated in the process by squeezing pineapple juice after blending, using cheesecloth.

Mr. John Ray Vea, along with MSTC officers Anani Calata and Oleeya De Leon, explained the role of yeast and sugar in the fermentation process. They also covered proper bottling techniques.

Finally, the bottled solution was given to the visiting students with the instruction to wait two months before pasteurizing and tasting the final product. A few reminders were


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provided: to keep the bottled solution at room temperature and shake it occasionally.

The tour concluded with the grade-six students requesting a visit to the chapel, their final destination."

**Documentation**



Grade-Six Pupils Post near the Gate





Grade-Six Pupils in the Science Laboratory Exhibit Rooms 1 and 2





The Grade-Six Pupils in Lab Exhibit Room 3 and at the Research Posters Area






The wine making process explained by Ma'am Weya and ma'am Judy



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Grade-Six Pupils squeezing Juice from blended pineapple




| After the Demonstration inside the TLE Laboratory | The Grade-Six Pupils inside the JHS Chapel |
|---|---|

| | |
|---|---|
| **Prepared by:** | *Dr. Agnes N. Madamba* |
| **Date Submitted:** | *5/7/2024* |

# Project BUKLAT

| | |
|---|---|
| **Project Title:** | Project BUKLAT: Books to Uplift Knowledge, Literacy, and Transformation |
| **Date:** | May 8, 2024 |
| **Time:** | 8:00 AM - 12:00 PM |
| **Team Composition:** | |
| **Project Leader:** | Sir Gerome H. Bautista |
| **Project Staff/Members:** | Education Central Board of Students Officers:<br>1. Ian Kristoffer Dela Cruz<br>2. Roanne Joy Taysa<br>3. Erin Mae Licupa<br>4. Jonathan Jasmin<br>5. Zyreen Viloria<br>6. Wendy Tugadi<br>7. Beaulah Pascua<br>8. Alex Evangelista<br>9. Hajjie Ferrer<br>10. Jonathan Layugan<br>11. Sisen Abella<br>12. Lester Martin<br>13. Erica Delos Reyes<br>14. Josamhell Norberte<br><br>BEEd 137 Class:<br>1. Zyreen Viloria<br>2. Erica Delos Reyes<br>3. Marietonnie Yanni Gabanes<br>4. Frances Leilanie Bayag<br>5. Jan Valerie Gamboa<br><br>Marian Interlocutors Society Officers (represented by):<br>1. Shirlene O. Buahon<br>2. Jayne C. Mendoza<br>3. Felizze Yana P. Ubbanan |



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| | |
|---|---|
| | Students United in Mathematics Officers (represented by):<br>1. Valmin Joy B. Basilio<br>2. Angelica Jane A. Galapon<br>3. Avrylle JD A. Natiging<br><br>Marian Sowers Organization Officers (represented by):<br>1. Trisha Mae M. Alayu<br>2. Charlene B. Lunag<br>3. Alexis Kurt M. Llaneta<br><br>Department of Physical Education Officers (represented by):<br>1. Jerome V. Mendoza<br>2. Ma. Lyka Nicole D. Ratcho<br>3. Kathleen Kate P. Basug<br>Professional Education Department Faculty:<br>1. Ma'am Federicia C. Calauagan<br>2. Ma'am Arlene R. Querol<br><br>Mathematics Department Faculty:<br>1. Dr. Rowena A. Rivera<br><br>STEH CDA Coordinator:<br>1. Ma'am Laurice Kaye P. Laguinday |

**Narrative**

The Education Central Board of Students (ECBS) together with ProfEd Faculty, BEED 137 class of Ma'am Federicia C. Calauagan, Marian League of Pre-Service Teachers (MLPT), Marian Interlocutors Society (MIS), Marian Sowers Organization (MSO), Students United in Mathematics (SUM), and Department of Physical Education (DPEd) of School of Teacher Education and Humanities (STEH) joined hand in hand to organize an Outreach Program entitled Project BUKLAT: Books to Uplift Knowledge, Literacy, and Transformation last May 8, 2024. The Project BUKLAT consists of book donation drive, feeding program and multi-grade teaching and observations for students of


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Baguingey Elementary School Extension in Namughu, Sitio Ladao, Barangay Commonal, Solano, Nueva Vizcaya.

*Preparation and Planning*

Months of meticulous planning preceded the event, with a dedicated team of organizers curating a book donation drive in front of the office of the Professional Education Department located at the 1st floor of the Roger Tjole (RT) building that would captivate generous donors to donate books and school supplies. In the span of March to May 2024, the heart of Project Buklat lies in the substantial donations of children's books, toys, and school supplies, which have become a beacon of hope and joy for the children.

In-kind donors of 192 children's books, toys, and school supplies:

1. Sir Gerome Bautista
2. Ma'am Federicia Calauagan
3. Sir Samuel Damayon
4. Ma'am Arlene Querol
5. Roanne Joy Taysa
6. Angelica Jane Galapon
7. Ian Kristoffer Dela Cruz
8. Ariane Jae Cornejo
9. Sheena Cabauatan
10. Florian Toledo
11. Femy Ann Jomocan
12. Descel Faith Paculla
13. Avrylle JD Natiging
14. Yvonne Sta. Ana
15. Valmin Joy Basilio
16. Sisen Abella
17. Frances Leilanie Bayag
18. Erica Shaine Delos Reyes
19. Trisha Mae Alayu
20. MIchaela Trisha Joi Dela Cruz
21. Estephanie Panit
22. Jhenessa Liasos
23. Zyreen Viloria
24. Jonathan Jasmin
25. Crista Cafirma
26. Lee Angelou Ursua

The financial backbone of Project Buklat has been bolstered by the kind monetary contributions from various donors. These funds have been pivotal in organizing and


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sustaining the project, particularly in the feeding program, ensuring that the children are
well-nourished and ready to learn. According to the BEEd 137 class' financial report, the total monetary donations collected for the feeding program amounted to P11, 660.00. These funds were contributed by the following generous donors:

1. Ma'am Glenda Salem
2. Ma'am Nerieca Monsanto-Benasa
3. Ma'am Faith Perez
4. Ma'am Cess Afan
5. Ma'am Rowena Rivera
6. Ma'am Arlene Querol
7. Ma'am Analyn Guevarra
8. Sir Gerome Bautista
9. Ma'am Federicia Calauagan
10. Sir Rudyck Dela Cruz
11. Rural Bank Bayombong Branch

The monetary donations were utilized to cover the expenses of the feeding program which amounted to P11, 107.00. The expenses included the purchase of nutritious food items, preparation costs, and logistical arrangements necessary to ensure a successful feeding program.

In addition, the Education Central Board of Students issued an outreach budget requisition form to Lingkod Maria Community Development Center (LMCDAC) of SMU to request a budget to finance the outreach's transportation, tarpaulin, certificate, school supplies, and hygiene kit for the beneficiaries amounting to P12, 649.00. The requested budget was utilized to cover the outreach's expenses which amounted to P9, 789.50.

*Event Execution*


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35 extensionists attended the outreach program consisting of the officers of ECBS, MLPT, MIS, SUM, MSO and DPEd, as well as the class of BEEd 137 and Faculty of Professional Education Department. At 7:30 in the morning of May 8, 2024, the extensionists departed from Saint Mary's University campus to Baguingey Elementary School Extension in Namughu, Sitio Ladao, Solano Nueva Vizcaya.

The program was preceded by the masters of ceremonies, Shirlene Buahon, MIS President, and Jonathan Jasmin, ECBS Treasurer. The program started with a prayer from the President of MSO Charlene Lunag. Following the prayer, the Physical Education majors demonstrated their talents by leading the children's dance. The program was also blessed by the community's Sektor Kagawad Francisco Bantian, who expressed his gratitude for selecting Baguingey Elementary School Extension for the project BUKLAT despite the distance. Ian Kristoffer Dela Cruz, the President of ECBS, handed the donated books to the school thanking all of the organizers of the Project BUKLAT. The turnover of donations followed an inspiring message from the department head of Professional Education Sir Gerome Bautista inspiring the students to "*magbasa para matuto*." When it was time for the children to listen to the prepared tale, everyone had to be in place. The storytelling, led by Zyreen Viloria, captured the enjoyment of the children, by encouraging them to respond to questions of the story entitled "*Nang magkakulay ang nayon*" in order to win prizes such as stuffed toys, school supplies, and other items. After the storytelling, Roanne Joy Taysa, the Vice President of ECBS, reflected on the success of Project Buklat through her closing remarks. Following the closing remarks, everyone proceeded with the photo session and feeding program. Lastly, BEEd 137 class' immersion took place. It is a significant part of their practical training, offering hands-on experience in engaging with children, observing educational activities, and understanding the fundamental knowledge of teaching in a multigrade classroom.

The day was filled with activities to bring joy and learning for the 30 students of Baguingey Elementary School Extension. As the day drew to a close and the final pages were turned, the success of Project BUKLAT was palpable. Attendees departed


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with hearts full of inspiration, minds buzzing with newfound knowledge. In a world often characterized by division and discord, Project BUKLAT served as a reminder of the unifying power of literature to bridge gaps, foster empathy, and ignite meaningful conversations. Project BUKLAT stands as a shining example of the transformative potential of storytelling. It has not only rekindled a love for reading but has also sparked a movement—a movement fueled by a shared passion for literature and a belief in its ability to shape hearts, minds, and societies.

**Documentation**



*Figure 1.* Group picture of Project BUKLAT BUKLAT organizers and beneficiaries.




*Figure 2.* Group picture of Project organizers.



*Figure 3.* Group picture with the students.



*Figure 4*. Departure from SMU Campus.



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*Figure 5.* Group picture of SMU STEH faculty, Teachers of Baguingey Elementary School, and Kagawads from Brgy. Commonal.



*Figure 6.* Turnover of donations.



*Figure 7.* Storytelling led by Zyreen Viloria.



*Figure 8.* Storytelling led by Zyreen Viloria.



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*Figure 9.* Prize giving during storytelling.



*Figure 10.* Students showing their drawings.



*Figure 11*. Feeding program.




*Figure 12*. Feeding program.



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*Figure 13*. Lunch time.




Figure 14. Lunch time.



*Figure 15*. BEEd 137 class immersion.



*Figure 16.* BEEd 137 class immersion.



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*Figure 17.* Departure from Baguingey Elementary School Extension.

| | |
|---|---|
| **Prepared by:** | Ian Kristoffer M. Dela Cruz<br>President, Education Central Board of Students |
| **Date Submitted:** | *May 20, 2024* |



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# Project Mobile Library turned to Project Little Leaders

| | |
|---|---|
| **Project Title:** | Project Mobile Library turned to Project Little Leaders: Nurturing Tomorrow's Trailblazers |
| **Date:** | May 11, 2024 |
| **Time:** | 8:00 AM |
| **Team Composition:** | Saint Mary's University Senior High school- Marian Central Board of Students |
| **Project Leader:** | Rudolph C. Benito |
| **Project Staff/Members:** | Mitz Jesica B. Sanico<br>Pedelina D. Bulligan<br>Marian Central Board of Students |

## Narrative

The Christian faith and social responsibility are one of the central mission of Marian Cares, with the Marian Central Board of Students being the primary club under this initiative. The activities led by the Board must embody these values, particularly as they guide and influence younger peers. Sharing these skills and knowledge with aspiring leaders is crucial given their influential roles.

The program consists of lectures and games designed to foster leadership skills in a straightforward manner, encouraging initiative and responsibility among young students. Its primary objectives are to empower students to:

- Generate relevant community initiatives.
- Enhance public speaking and organizational skills in young leaders.
- Provide school supplies to those in need.
- Boost leadership skills among children.

The activity specifically aims to promote literacy and leadership among Grade 4-6 students by providing essential school supplies. It includes discussions on vital leadership skills.

Despite its successes, the initiative faced challenges, mainly due to time constraints and the need for more refined action plans.



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Overall, the initiative benefited twenty recipients, distributing thirty bags of school materials such as notebooks, pens, pencils, rulers, and other items, along with six boxes of juice, thirty pieces of *Ensaymada*, two packs of biscuits, and other prizes for games. The total expenditure for this endeavor amounted to 3,500 pesos.

**Documentation**



The students are preparing the materials and snacks before the arrival of children.



Mecca Vicente facilitating the game to recall children's understanding of the lecture.



Dhanvher Carl Cabrera discussing the essential skills of a leader.



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The children are enjoying their snacks while watching a video clip.



A group picture of the Marian Central Board of Students, several HUMSS 12 St. Bede and Teresa students, their club adviser Rudolph Benito, and Grade 4-6 learners holding their school supplies.



Sir Rudolph Benito donating the excess school supplies to the school teachers.

| | |
|---|---|
| **Prepared by:** | Mitz Jesica B. Sanico |
| **Date Submitted:** | May 15,2024 |

**ANNEX J: OTHER OUTREACH ACTIVITIES**

## Giving of Cash Donation for the Supplementary Feeding Program of Baguingey ES

| | |
|---|---|
| **Project Title:** | Giving of Cash Donation for the Supplementary Feeding Program |
| **Date:** | February 15, 2024 |
| **Time:** | 1:00-1:30 |
| **Team Composition:** | SMU Grade School Faculty and Staff |
| **Project Leader:** | Ailyn Laplano |
| **Project Staff/Members:** | Nadine Mae D. Santiago<br>Lilibeth V. Cajimat<br>Louie B. Burgos |

**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. On February 15, 2024, the faculty and staff of SMU Grade School handover the fund for the Supplementary Feeding Program to the school principal of Baguingey Elementary School. The giving of cash donation (amounting to Php 20, 000.00) was held at Saint Mary's University Grade School. The amount given for the Supplementary Feeding Program was donated by the SMUHS alumni and pupils (through love offering during class masses).

This feeding program aims to improve the health of the 154 pupils of Baguingey Elementary School.

**Documentation**


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| | |
|---|---|
| **Prepared by:** | JOY D. BALAWA |
| **Date Submitted:** | March 13, 2024 |




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# LLL Cookfest at Baguingey ES

| | |
|---|---|
| **Project Title:** | Food Preparation |
| **Date:** | April 27, 2024 |
| **Time:** | 6:00-12:30 |
| **Team Composition:** | SMU Grade School Faculty and Staff |
| **Project Leader:** | Mrs. Myla R. Dueñas |
| **Project Staff/Members:** | Gemmalyn G. Bibas, Rosemarie R. Paned, Ma.Reggie R. Taboy, Jennifer Aleman |

## 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. Thus, the eighteen (18) faculty and staff participated in the food preparation (Gulay Ko, Luto Ko Cooking Demonstration) on April 27, 2024 as part of the Linggo ng Likha at Lingkod 2024.

This activity was initiated by Mrs. Myla R. Dueñas, the Coordinator for Math and Research. The main objective of the activity is to share knowledge to the parents on different menu of cooking vegetable products that are available in Baguingey. Also, this activity aimed to solve the problem of teachers about the *"ulam"* of their pupils. According to the teachers, most of the time, they have no "ulam".



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## Documentation



| | |
|---|---|
| **Prepared by:** | Joy D. Balawa |
| **Date Submitted:** | |

# Project Munting Alay at Ipil-Cuneg

| | |
|---|---|
| **Project Title:** | Project Munting Alay |
| **Date:** | May 25, 2024 |
| **Time:** | 8:00 am- 12:00 pm |
| **Team Composition:** | |
| **Project Leader:** | Joseph Andrews Agpaoa |
| **Project Staff/Members:** | Project Staff:<br>Jestoni Mariano<br>Harlyn Mae Mangili<br>Krizel Mae Pacheco<br><br>BSMA-4 Students |

## Narrative

In line with the Sustainability and Strategic Management class course, the BSMA students aimed to exercise social responsibility around Bayombong, Nueva Vizcaya. This will be an experience that will implant and remind them not to overlook Corporate Social Responsibility aspect in their future endeavors, thus, Project Munting Alay was initiated.

Project Munting Alay initiated by Bachelor of Science in Management Accounting students, aims share and bring happiness to daycare student in one of the Barangays of Nueva Vizcaya, specifically Barangay Ipil-Cuneg. Moreover, the project also aims to inspire the young children to grow up, dream big and someday be the ones visiting to other barangay to inspire children. The project required the whole BSMA 4 class to visit the said barangay and interact with the daycare children. The program includes an opening payer, singing of the national anthem, a presentation from the BSMA students and parlor games for the children. The BSMA students also prepared prizes, snack, and gifts. The gifts contain toys, coloring book, piggy bank and a magnetic drawing board. The gifts are prepared with the hopes that the children would develop their creativity and the learn concept of saving money.

Some of the challenges encountered in implementing the project were communication difficulty, some of the games prepared were not suitable for their age, and some of the


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children were too playful. There is a difficulty as most of the student are used in speaking tagalog, whereas most of the kids use Ilocano and their native language in speaking. Moreover, the kids were younger than what we expected so some of the games were changed into something they could play. Also, some of the children are playful so sometimes, the program gets a bit disrupted. Despite of the challenges faced in implementing the project, the BSMA students were able to manage and keep the program going enabling the project to end successfully.

The Project Munting Alay were able to give gifts to the 26 daycare children in Barangay Ipil-Cuneg.

Punong Barangay: Hon. Edgardo S. Gaston
CDW: Sir. Paul A. Cay-yap
Students Name:

| | | |
|---|---|---|
| 1. Ethan John Alangwawe | 9. JC Gammad | 17. Roshan Chadrick Vallejos |
| 2. Zion Brix Alangwawe | 10. Joshua Guyudan | 18. Chervilya Masaway |
| 3. Henzon Jian Am-amhic | 11. Sunshine Liberty Acay | 19. Ma. Olive Sanchez |
| 4. Lucio Nehemiah Attaban | 12. Alleah Flor Banduhan | 20. Johan Kurt Dumalian |
| 5. Eubert Isaac Awa-aw | 13. Joana Reign Dumalian | 21. Harshan Yves Adame |
| 6. Hajimeh Bennagen | 14. Hashlie Jerra Gallardo | 22. Dilan Jose |
| 7. Leonard Dumalian | 15. Elijah Guyudan | 23. Zyvore Halix Alangwawe |
| 8. Shadon Brix Fortez | 16. Qaiden Ace John Naboye | 24.Cielo Archie Felipe |
| | | 25. Jessie Logomna |
| | | 26. Seoun Wise Fortez |

Expenses:

| | |
|---|---|
| Contribution (71 x 200) | 14,200 |
| Donation (from Marvine Maggadatu) | 800 |


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| | | | |
|---|---|---|---|
| Total Funds | | | 15,000 |
| Less: Expenses | | | |
| Fare- Jeep | 8,520 | | |
| Fare - Krishi (krizel and harlyn) | 280 | | |
| Token and toys | 4,635 | | |
| Chocolate and biscuits (prizes) | 552 | | |
| Plastic | 25 | | |
| Food- Lugaw | 850 | | |
| Paper Cups and Spoons | 130 | 14,992 | |
| Remaining fund | | | 8 |

**Documentation**



Opening Prayer

(Christopher Madroña)

Singing of National Anthem
(Krhistine Abungan)





Intermission Number
(Ara Lagasca)



Games
(BSMA students)

Facilitators



- Hep hep hooray
- Group yourselves into..!
- Pass the ball
- Stop Dance
- Trip to Jerusalem
- Bring Me!













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Gift Giving/ Closing (Mr. Joel Ramon Gabriel E. Espino, CPA)

| | |
|---|---|
| **Prepared by:** | *Qira A. Saludarez*<br>*Krizel Mae C. Pacheco* |
| **Date Submitted:** | *5/28/2024* |

# NV History Quiz Bee

| | |
|---|---|
| **Project Title:** | **Nueva Vizcaya's Brightest Minds Shine at 2nd History Quiz Bee** |
| **Date:** | May 10, 2024 |
| **Time:** | 7:30 A.M. |
| **Team Composition:** | |
| **Project Leader:** | Kenneth Maslang |
| **Project Staff/Members:** | MAT Social Science Students |

## Narrative

BAYOMBONG, NUEVA VIZCAYA – The 2nd NUEVA VIZCAYA HISTORY QUIZ BEE took place on May 10, 2024, at the Saint Mary's University Junior High School Gymnasium, drawing an enthusiastic crowd eager to witness the intellectual prowess of Junior and Senior High School students. Organized by the MAT Social Studies students of Saint Mary's University School of Graduate Studies, this event aimed to ignite a passion for Nueva Vizcaya history among the youth.

Under the theme "Chronicles and Echoes of the Past: Unearthing Nueva Vizcaya's Historical and Cultural Gems," the event was participated by 21 public and private Junior and Senior High Schools from across the province. The quiz bee, which ran from 7:30 to 11:30 AM, was a collaborative effort involving the: Lingkod Maria Community Development and Advocacy Center (LMCDAC) of SMU; Nueva Vizcaya Historical Society; Nueva Vizcaya Provincial Tourism Office; Governor's Office of the Province of Nueva Vizcaya; and the Social Sciences and Philosophy Department of the School of Teacher Education and Humanities of SMU.

The quiz bee aimed to foster a deeper understanding of Nueva Vizcaya's rich history and culture. It encouraged students to delve into the province's geographical, historical, and cultural heritage, promoting a sense of pride and unity among participants.



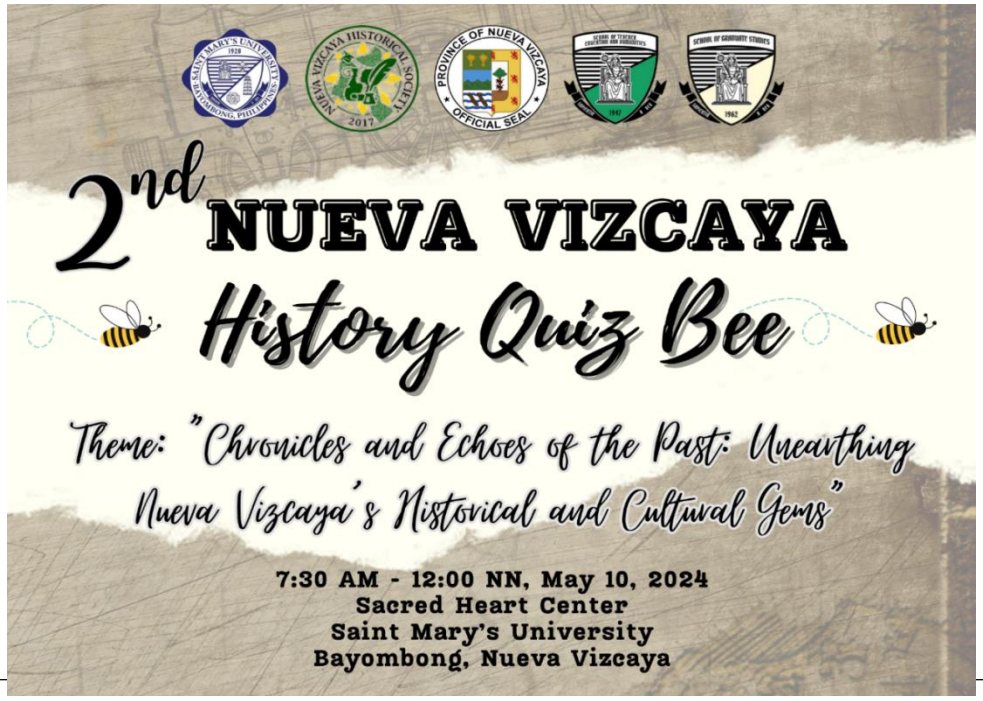
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After intense rounds of questioning, the Nueva Vizcaya General Comprehensive High School emerged victorious, clinching the champion's trophy, a certificate, and a cash prize of Php5,000. Lamo National High School followed as the 1st Runner-Up, taking home a trophy, certificate, and Php3,000. The 2nd Runner-Up was King's College of the Philippines, Bambang Campus, which received a trophy, certificate, and Php2,000. Furthermore, Dupax Del Sur National High School, Bagabag National High School, and Dupax Del Norte National High School each earned consolation prizes of Php1,000 and certificates.

The event not only showcased the historical knowledge of the participants but also provided a platform for SMU faculty members and graduate students to extend their mentorship, sharing their expertise in history, geography, and cultural heritage.

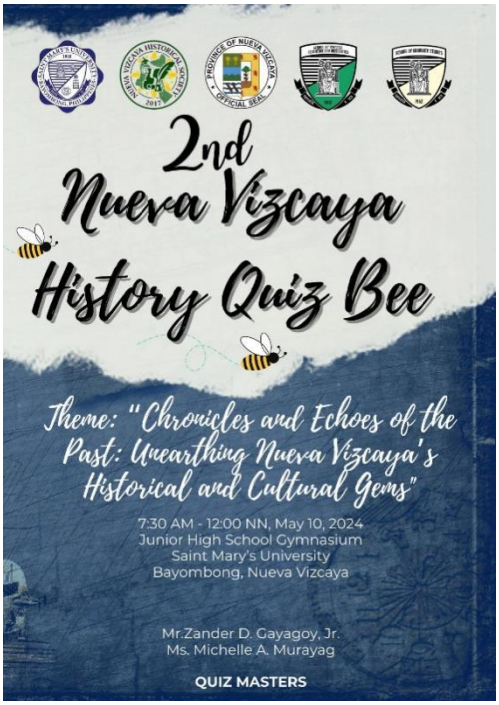
Overall, the 2nd NUEVA VIZCAYA HISTORY QUIZ BEE was hailed as a successful, relevant, and meaningful event, reinforcing the significance of understanding and preserving local history among the younger generation.

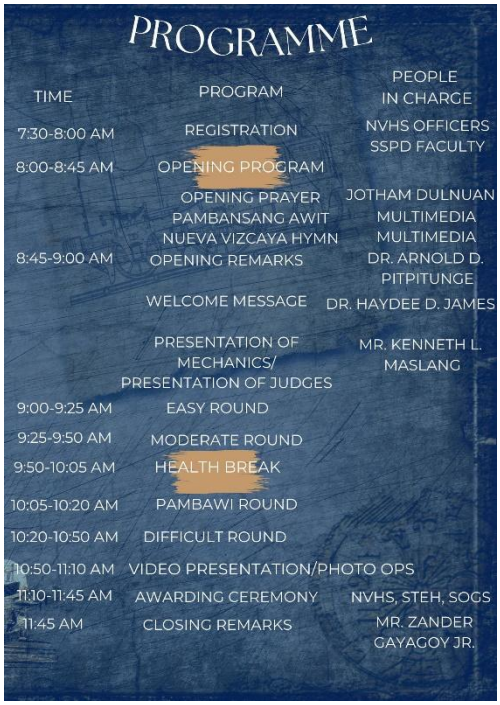
**Documentation**






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2nd
Nueva Vizcaya
History Quiz Bee
Theme: "Chronicles and Echoes of the Past: Unearthing Nueva Vizcaya's Historical and Cultural Gems"
7:30 AM - 12:00 NN, May 10, 2024
Junior High School Gymnasium
Saint Mary's University
Bayombong, Nueva Vizcaya
Mr.Zander D. Gayagoy, Jr.
Ms. Michelle A. Murayag
QUIZ MASTERS


PROGRAMME
TIME
PROGRAM
PEOPLE IN CHARGE
7:30-8:00 AM
REGISTRATION
NVHS OFFICERS
SSPD FACULTY
8:00-8:45 AM
OPENING PROGRAM
OPENING PRAYER
JOTHAM DULNUAN
PAMBANSANG AWIT
MULTIMEDIA
NUEVA VIZCAYA HYMN
MULTIMEDIA
8:45-9:00 AM
OPENING REMARKS
DR. ARNOLD D. PITPITUNGE
WELCOME MESSAGE
DR. HAYDEE D. JAMES
PRESENTATION OF MECHANICS/ PRESENTATION OF JUDGES
MR. KENNETH L. MASLANG
9:00-9:25 AM
EASY ROUND
9:25-9:50 AM
MODERATE ROUND
9:50-10:05 AM
HEALTH BREAK
10:05-10:20 AM
PAMBAWI ROUND
10:20-10:50 AM
DIFFICULT ROUND
10:50-11:10 AM
VIDEO PRESENTATION/PHOTO OPS
11:10-11:45 AM
AWARDING CEREMONY
NVHS, STEH, SOGS
11:45 AM
CLOSING REMARKS
MR. ZANDER GAYAGOY JR.










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| | |
|---|---|
| **Prepared by:** | *Kenneth Maslang* |
| **Date Submitted:** | *May 18, 2024* |

# Academic Tourism Booth 2024

| | |
|---|---|
| **Project Title:** | Academic Tourism Booth 2024 |
| **Date:** | May 21-24, 2024 |
| **Time:** | 8:00 a.m-8:00 p.m. (daily) |
| **Team Composition:** | |
| **Project Leader:** | Dr. Clara M. Gonzales |
| **Project Staff/Members:** | Madonna A. Blando<br>Mark Noren de Vera<br>Dr. Monaloufel Jasmin<br>Rocel Audrey Batara<br>Gregg Austine Balanag<br>Rina Niña Salinas |

## Narrative

Through the Promotions, External Relations, and Internationalization Office, Saint Mary's University organized an Academic Tourism Booth during the Grand Ammungan Festival. The activity aims to promote the University's different program offerings, services, and extension services.

The Academic Tourism Booth commenced on May 21-24; throughout the event, attendees had the opportunity to interact with faculty representatives from different departments, who enthusiastically delivered the various program offerings of SMU. 300 faculty and staff and 113 students participated in the activity. A total of 119 visited the booth. Interactive displays, performances from senior high school with a live band, drum and lyre from junior high school, radio broadcasting from the STEH students, and performances from the Teatro Katutubo. The School of Health and Natural Sciences also had blood monitoring and typing as their primary activity. The School of Engineering, Architecture, and Information Technology also displayed their homemade delicacies. Various activities captivated the attention of attendees, allowing them to immerse themselves in various aspects of the university's curriculum.

The Academic Tourism Booth successfully promoted the university's course offerings and showcased its academic prowess. By providing a platform for engagement, interaction, and information dissemination, the event effectively catered to the needs and


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interests of prospective students and stakeholders alike.

For continual improvement, forty eight (48) visitors were randomly selected to evaluate the academic tourism booth. The community feedback from comprises six questions: Product: usefulness, quality, delivery; Representatives responsiveness, friendliness, and preparedness and the Overall experience. Generally, the mean score of the activity was 3.89, which means that the visitors were VERY SATISFIED with the conduct of the Academic Tourism Booth of Saint Mary's University. (See result and interpretation below)

**Documentation**














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| | |
|---|---|
| **Prepared by:** | *Madonna A. Blando* |
| **Date Submitted:** | *June 07, 2024* |

# Outreach at Kakilingan ES

| | |
|---|---|
| **Project Title:** | Baddang 2.0; Together, we empower learners to succeed! |
| **Date:** | May 25, 2024 |
| **Time:** | 8:00 AM – 12:00 NN |
| **Team Composition:** | |
| **Project Leader:** | Kenneth L. Maslang |
| **Project Staff/Members:** | School of Graduate Studies<br>Dr. Arlene L. Tabaquero<br>Dr. Haydee D. James<br><br>MAT 1 – Social Studies Students:<br>Aldwin G. Gatchalian — Jotham A. Dulnuan<br>Alpha Grace V. Lahing — Kenneth T. Sandaga<br>Caryl Gracialee P. Calyaen — Kevin Dale G. Antonino<br>Crislee S. Osting<br>Mannielyn C. Ragsac<br>Dhaena Fay A. Rivera — Mary Glenne G. Cainar<br>May Ann T. Friaz<br>Ensign Kevin J. Mariano — Meijaya Joy C. Queja<br>Zander D. Gayagoy Jr.<br>Germaine S. Dulay — Michelle A. Murayag<br>Gillene Keith M. Delacruz — Romily D. Doctolero<br>Joannel D. Gano<br><br>BS Political Science Students:<br>Rachelle Ann Bautista — Zhein Carlo Molina<br>RemelynAlejandro<br>Princess Uy<br>JustinGerdan<br>Carlyne Azman<br><br>Professor: Dr. Erwin D. Naval |



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## Narrative

The MAT SS 202 – Advanced Intercultural Geography have move beyond traditional exams and essays, for its final requirement integrated to its syllabus. Aiming to bridge the gap between theory and practice the syllabus incorporates this meaningful activity. Further, this outreach activity has serves as a way for the students to extend their mentorship, share their resources, and impart their knowledge on the subject matter to target communities or groups. The outreach cannot be a success without the forged partnership with the students of BS Political Science 4, the Lingkod Maria Community Development and Advocacy Center, and the Social Sciences and Philosophy Department. This collaboration ensured a well-rounded program and fostered a spirit of interdepartmental cooperation.

The activity is entitled, "Baddang 2.0: SoGS Outreach Activity at Kakilingan Elementary School". For the school year 2023 - 2024, Kakilingan Elementary School has only 44 pupils across grades from kindergarten to Grade 6. The breakdown is as follows: Kindergarten: 7; Grade 1: 6; Grade 2: 5; Grade 3: 9; Grade 4: 5; Grade 5: 5; Grade 6: 7; Total: 44.

Kakilingan Elementary School was an excellent beneficiary for an outreach activity for several reasons. Firstly, the small number of pupils allows for more personalized interaction and mentorship, ensuring that each child receives adequate attention and support. Secondly, the limited resources available to a small school like Kakilingan often mean that the pupils have fewer educational materials and extracurricular opportunities. By providing additional resources and activities, the outreach can significantly enhance their learning experience. Lastly, engaging with a small, rural school can help students of MATS SS 202 develop a deeper understanding of rural education challenges and the cultural context of the community, enriching their intercultural competence and empathy. Thus, this activity aims to enhance the pupils' learning experience, promote their holistic development, and contribute to the overall growth of the school and community.

As the group traverse the unfamiliar tracks up hill to Kakilingan Elementary School the group had the mixed emotions of excitement to meet the beneficiaries and nervousness due to the steep road. The group was welcomed by the beautiful and excited smiles of the pupils. The ceremony have started by the greetings of the program host Mr. Kenneth T.


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Sandaga, MAT Soc Stud student. Followed by a prayer led by Joannel D. Gano and the Philippine national anthem by Alpha Grace V. Lahing. The Teacher In Charge, Ms. Cristina W. Balawa, had formally welcomed the group. After the opening program Mr. Aldwin G. Gatchalian introduced the group and have let the pupils understood the purpose of the activity. It is seconded and more elaborated by Mr. Kenneth L. Maslang, faculty, SMU – SoGS Head, Social Science and Philosophy Dept. After the short talks the activity proceeded with the prepared games for the pupils facilitated by all extensionist. After the short break the giving of school supplies proceeded followed by the expression of gratitude by the teachers and pupils.

This outreach program activity done for the final requirement of the course does not only assessed student understanding but also fostered a spirit of social responsibility and community engagement. The MATS SS 202 outreach program serves as a testament to the power of integrating service learning into the curriculum, creating a win-win situation for both students and the beneficiary community.

**Documentation**



Assembly at the SMU ground





The narrow and steep mountain road






Arrival at Kakilingan Elementary School



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The stage preparation for the Outreach Program








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Meet and Greet session for extensionist with the students, led by Mr. Kenneth L. Maslang







The preparation for the prices, snacks and school supplies



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Setting the atmosphere: Kenneth Sandaga as Program Host and Joannel Gano leading the opening prayer.







Ms. Cristina W. Balawa welcoming the participants and Aldwin Gatchalian giving an overview of Baddang 2.0



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Highlighting students' patriotism as they verbally sing national anthem and heartily recite "*Panunumpa ng Katapatan sa Watawat ng Pilipinas*"





Political Science 4 student leading a short exercise for all.



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Fun games activities with the MAT1 Social Studies and BS political science 4 students





Snack time



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Distribution of school supplies from grade 1 to grade 6



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The final group picture together with the extensionist and the beneficiaries.




The giving of certificate of appreciation from the teacher in charge of Kakilingan



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Elementary School to the team which is received by Sir Kenneth L. Maslang and Dr. Erwin Naval.




MAT-SS1 students of Advanced Intercultural Geography and Sir Kenneth Maslang



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Political Science students with Sir Erwin Naval and Sir Kenneth Maslang

The Baddang 2.0 outreach program was a heart-warming success, bringing joy and education to the children of the community. We are deeply grateful to the Kakilingan Elementary School teaching and non-teaching force, the enthusiastic children, the Lingkod Maria Community Development and Advocacy Center, our guiding professor, the MAT Social Studies 1 and BS PolSci 4 students for bringing this event to life. Together, we've unlocked a core memory that will constantly remind us that we are all capable of revolutionizing and sparking a brighter future for the next generation.

| | |
|---|---|
| **Prepared by:** | Joannel Gano<br>Caryl Gracialee Calyaen<br>Ensign Kevin Mariano<br>Mannielyn Ragsac<br>Kenneth L. Maslang |
| **Date Submitted:** | June 3, 2024 |



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