



Rombion State University
 Odiangan, Rombion
 Institute of Information Technology



PROGRESS REPORT

Rombion State University
 Institute of Information Technology

CommuniTECH:

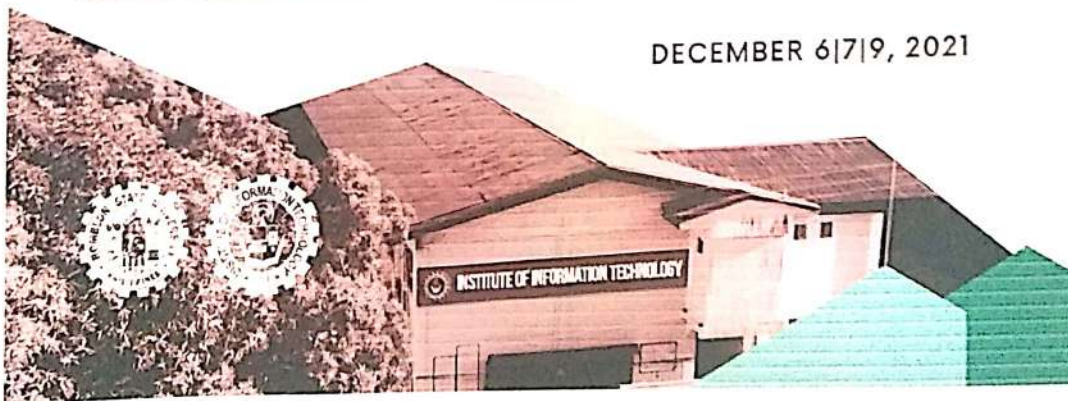
Technical Capability
 Building on Records
 Management

for selected Barangay Officials and Staff
 in the Municipality of Odiangan



IIT EXTENSION PROGRAM

DECEMBER 6|7|9, 2021



ROMBLON STATE UNIVERSITY
RECEIVED
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 Extension Services Office

CommuniTech: A Technical Capability Building for Selected Barangay Officials and Staff in the Municipality of Odiongan

Component I:	Records Management
Lead Proponent:	Joan F. Ferranco
Co-proponents:	John Joseph Aguila Nova Marie Rosas Sarah Jane F. Fallaria

Institute of Information Technology-Main Campus
Romblon State University
Liwanao, Odiongan, Romblon


December 9, 2021

**CommuniTech: A Technical Capability Building on Records Management for
Selected Barangay Officials and Staff in the Municipality of Odiangan**

An Extension Project Progress Report submitted to the Extension and Technical Advisory
Services Office, Romblon State University, Odiangan Romblon


Joan F. Ferranco
John Joseph Agulla
Nova Marie Rosas
Sarah Jane F. Fallaria

Noted:



Engr. Joan F. Ferranco
Extension Coordinator, IIT

Endorsed:



Dr. Catherine Bhel B. Agulla
Director, IIT

SUMMARY

As the basic political unit, the barangay serves as the primary planning and implementing unit of government programs, basic services, projects and activities as well as a forum in which the collective views of the people in the community may be crystallized and considered. The following are some programs of the barangays including, peace and order program, disaster preparedness, youth development, Barangay Justice, modification of ordinance, barangay assembly and training programs.

The Institute of Information Technology implemented the first component which is Records Management under the Extension Project titled: CommuniTech: A Technical Capability Building on Records Management for Selected Barangay Officials and Staff in the Municipality of Odiongan. It was held on December 6, 7 & 9, 2021 which aims to provide capability trainings on Records Management for the selected Barangay officials and staff and train them on how to utilize technological tools in their everyday responsibilities especially in this new age of technology. This 3-day training workshop utilized the four (4) laboratory rooms of the Institute of Information Technology following the minimum health protocol required like wearing of mask and social distancing. Also, alcohol dispenser was available at the entrance of each laboratory room to ensure the safety of everyone. It was participated by a total of forty (40) Barangay Officials and staff that came from the different barangays in the municipality of Odiongan.

During the first day there was an opening program wherein the Chair of BSIT, Prof. Cielo A. Motin gave her welcome remarks, followed by the inspirational message from Dr. Bilshan Servanez (VP REDI), Dr. Orfelina Manzo (Director for Extension Services) and Dr. Emelyn Villanueva (VPAA). After that the Municipal Mayor of Odiongan, Hon. Trina Firmalo-Fabic and ABC President, Hon. Juvy F. Faderogaya gave their message, followed by presentation of participants & levelling of expectations by Prof. Cielo A. Motin, Then, house rules and overview of the training was discussed by the IIT Extension Coordinator, Engr. Joan F. Ferranco. Trainers and facilitators was also introduced to the participants in order for them to know who to approach once the training starts. After the opening program, training proper commenced. In the second day of the training-workshop, lecture about File System was discussed. There were 10 participants who occupied each laboratory room to maintain the minimum social distancing required. The resource speakers for File system were the IIT experts namely: Hoyle Fajnilan, Dave Lota, PJ Zeder Drilon and Cyril Faeldan who delivered the lecture. Other faculty members and staff also served as facilitators namely: Raziel Fetalver, Lian Faalam, Joey Francisco, Benjie Noche, John Joseph Aguila, Jerry Jay Fornal, Maverick Forcado and Preexcy Tupas. Students facilitators also participated in the said training-workshop namely: John Carlo Familiar, Ian Dexter Magramo, Florean Manliguez and Fatima Fetalvero. There were three facilitators for each laboratory rooms to assist promptly the participants in their concerns. Hands-on training was conducted right after the lecture to assess the participants level of understanding of the topic as well for them to apply their learnings. On the third day of the training-workshop was a continuation of lecture about Microsoft Excel by the resource speakers from the IIT pool of experts namely: Nova Marie Rosas, Ana Gadon, Engr. Dayne Fradejas and Robert Fermanejo. After the lecture, drill exercises were given to the participants to test and apply their learnings about the topic that was discussed. Also, to keep them abreast of the latest technology using of Google Drive was introduced for them to store, share and access any documents they needed anytime, anywhere, most especially in this time of pandemic where restrictions were implemented. After the hands-on training, there was a closing program to distribute the certificates to participants, resource speakers and facilitators as well as to formally end the training-workshop. During the closing program, Dr. Catherine Bhel B. Aguila, IIT Director gave her closing remarks and Hon. Juvy F. Faderogaya gave his message of appreciation to the Institute of Information Technology Extension team for the successful implementation of the first component of the Institute's Extension Project.

INTRODUCTION

Background of the Extension Project

As everyone in the community relies on technology specifically in disseminating and archiving information, each barangay in a particular community needs to meet this trend of utilizing the technology and social media platforms effectively in sending, storing, and retrieving of salient information to its members of the community. Also, they need to learn how to properly maintain their computers in order to keep it running smoothly since when left untreated, it can accumulate dust and debris, which may result on slow performance. Thus, providing trainings to the barangay officials who function as source of important information related to local programs in Odiongan, will help them communicate and promote their localities creatively, efficiently and easily especially in this age of paperless transactions to keep safe from the harm of COVID 19.

This extension project of the Institute of Information Technology composed of three components namely:

1. Records Management: Manage Your F.I.L.E (Forms, Information, Lectures, Evidence)
2. Multimedia: A New Era of Technology
3. Fix IT: Basic Computer Hardware Servicing

which aim to provide trainings to build the capability of the selected Barangay officials and staff in the Municipality of Odiongan in the fields of Basic Computer Hardware Servicing, Records Management and Multimedia Technology.

The training-workshop for the first component which is Records Management was held last December 6, 7 & 9, 2021 at Romblon State University Main Campus - Institute of Information Technology Laboratory Rooms, It was participated in by 40 Brgy. Officials and staff coming from the different barangays in Odiongan.

The series of training that will be experienced by the participants are interconnected and is aiming to apply the participants' background knowledge and skills gained from the previous series of the extension projects starting from the Records Management to Multimedia Technology until the last component of the extension project which is about Hardware Servicing.

This extension project will serve as a tool to meet the needs of the mentioned participants for them to perform well in their respective task which involves technology, as well as meeting the needs of the technological transactions in this new normal setting.

OBJECTIVES

General: To provide capability trainings on Records Management for the selected Barangay officials and staff and train them on how to utilize technological tools in their everyday responsibilities especially in this new age of technology.

Specific:

- To provide the processes involve for handling documents in order to create, share, organize, store and retrieve records efficiently and effectively.
- To conduct hands on trainings in classifying, maintaining, archiving and securing records,

- To empower Barangay officials and staff about records management and help them to contribute towards the empowerment of their own community.
- To evaluate the effectivity of the participant's outputs and to prepare them to apply how to manage files and documents in their respective tasks.

METHODOLOGY

To meet the goals of the Extension Program entitled *CommuniTech: A Capability-Building on Basic Computer Hardware Servicing, Records Management and Multimedia Technology of Selected Barangay Officials and Staff in the Municipality of Odiongan* the following phases will be applied:

Phase I which is the conduct of training needs assessment, Phase II is the formulation and preparation of needed materials and appropriate tools, Phase III is the start of the actual training and Phase IV is the evaluation of the training.

Phase I

Training needs assessment was conducted focusing on Records Management in order to identify the needs of each barangay as well as their existing resources.

Phase II

After the conduct of Phase I, results gathered from it was analyzed for the formulation and preparation of the needed materials and appropriate tools in the conduct of the training. This involves the selection of experts who will serve as keynote speakers and trainers, modification of training materials, preparation of the needed devices and facilities in the implementation of the hands-on activity.

Phase III

This phase is the start of the actual training. The first component in the extension project is Records Management with a three-day training-workshop conducted on December 6, 7, 9, 2021

Component I – Records Management

There were a total of 40 participants attended this training-workshop which came from different barangays in Odiongan that includes either Barangay Kagawad or Barangay Secretary/Treasurer. During the first day of training there was a discussion about Principles and Benefits of Record Management, Types of Records and Methods of Filing. It provided the participants the needed background information and motivation to discover the technique in creating, maintaining and storing records for easy access and retrieval. In the second day of training, Basic Microsoft Excel as well as the management of Google Drive was discussed. And this was followed by a hands-on training on creating a filing system and Microsoft Excel exercises.

Phase IV

Evaluation of the training was conducted to gather the feedback of the participants in order to address some improvements for the conduct of future extension programs. Proper health protocols to prevent the COVID-19 was observed in the conduct of the training, this was to ensure the safety of all participants as well as the trainers and facilitators of the training.

RESULT AND DISCUSSION/ACCOMPLISHMENTS

Participants Profile

The participants came from the different barangays in the municipality of Odiongan, who are either a Barangay Officials or staff. There are twenty barangays namely Tulay, Mayha, Rizal, Progreso Este, Progreso Weste, Patoo, Poctoy, Dapawan, Liwayway, Tabing-dagat, Budiong, Canduyong, Anahao, Bangon, Panique, Libertad, Tuburan, Tumiggad, Gabawan & Batiano who participated in the first component of the CommuniTech Extension Project on Records Management. In addition, there are twenty-five (25) females and fifteen (15) males with a total of forty (40) participants take part in the said training-workshop.

Three Days Extension Training Activities

First Day

During the opening program the Chair of BSIT, Prof. Cielo A. Motin gave her welcome remarks, followed by the inspirational message from Dr. Bilshan Servanez (VP REDI), Dr. Orfelina Manzo (Director for Extension Services) and Dr. Emelyn Villanueva (VPAA). An intermission number was rendered by Mr. Dave Lota, an IIT faculty. After that the Municipal Mayor of Odiongan, Hon. Trina Firmalo-Fabic and ABC President, Hon. Juvy F. Faderogaya gave their message, followed by presentation of participants & levelling of expectations by Prof. Cielo A. Motin. Then, house rules and overview of the training was discussed by the IIT Extension Coordinator, Engr. Joan F. Ferranco. Trainers and facilitators was also introduced to the participants in order for them to know who to approach once the training starts. After the opening program, training proper commenced.

Second Day

In the second day of the training-workshop, lecture about File System was discussed using the four (4) laboratory rooms of the Institute of Information Technology as venue. There were 10 participants who occupied each laboratory room to maintain the minimum social distancing required. Also there were alcohol dispenser available at the entrance of every room and wearing of mask is always observed for the safety of everyone involved in this activity. The resource speakers for File system were the IIT experts namely: Hoyle Fajnilan, Dave Lota, PJ Zeder Drilon and Cyril Faeldan who delivered the lecture. Other faculty members and staff also served as facilitators namely: Raziel Fetalver, Lian Faalam, Joey Francisco, Benjie Noche, John Joseph Aguila, Jerry Jay Fornal, Maverick Forcado and Preexcy Tupas. Students facilitators also participated in the said training-workshop namely: John Carlo Familara, Ian Dexter Magramo, Florean Manliguez and Fatima Fetalvero. There were three facilitators for each laboratory rooms to assist promptly the participants in their concerns. Hands-on training was conducted right after the lecture to assess the participants level of understanding of the topic as well for them to apply their learnings.

Third Day

The third day of the training-workshop was a continuation of lecture about Microsoft Excel by the resource speakers from the IIT pool of experts namely: Nova Marie Rosas, Ana Gadon, Engr. Dayne Fradejas and Robert Fermanejo. After the lecture, drill exercises were given to the participants to test and apply their learnings about the topic that was discussed. Also, to keep them abreast of the latest technology using of Google Drive was introduced for them to store, share and access any documents they needed anytime, anywhere, most especially in this time of pandemic where restrictions were implemented. After the hands-on training, there was a closing program to distribute the certificates to participants, resource speakers and facilitators as well as to formally end the training-workshop. During the closing program, Dr. Catherine Bhel B. Aguila, IIT Director gave her closing remarks and Hon. Juvy F. Faderogaya gave his message of appreciation to the Institute of Information Technology

Extension team for the successful implementation of the first component of the Institute's Extension Project.

Evaluation Result

There were a total of forty (40) participants completed the training-workshop and filled out the evaluation form. Based from the result gathered, among 40 participants, 24 or 60% rated the overall training-workshop as *excellent* while the remaining 16 or 40% participants rated it as *good*. The most useful lecture presentation to them was the Microsoft Excel while the aspect of training that needs improvement is the internet connection. Other comments and suggestions were the following: Management staff were very approachable and accommodating, venue was well ventilated, food was good and co-participants were cooperative.

CONCLUSIONS

Proper planning, time management, good communication and coordination and cooperation of all people involved in the extension project are some essential factors that make its realization a successful one. There are lapses which were observed in the execution of the first component of the training-workshop. But overall, its execution is a big success. The first training-workshop about records management was able to trained forty (40) Barangay Officials and Staff that came from different barangays on the Municipality of Odiongan. This only shows that the training was effective and the positive approaches utilized in the first component of the Extension Project must be imitated and consider all the lessons learned from its lapses for the improvement in the execution of the succeeding training-workshop.

EXTENSION PROPOSAL



OFFICE OF THE VICE PRESIDENT FOR RESEARCH, EXTENSION, DEVELOPMENT AND INNOVATION

RSU Vision

A research-based academic institution committed to excellence and service in nurturing globally competitive workforce towards sustainable development.

RSU Mission

RSU shall nurture an academic environment that provides advanced education, higher technological and professional instruction and technical expertise in agriculture and fishery, forestry, engineering and technology, education, humanities, sciences, and other relevant fields of study and collaborate with other institutions and communities through responsive, relevant and research-based extension services.

Quality Policy

The Romblon State University commits to provide higher education through quality instruction, research, and community extension services that meet or exceed the requirements and expectations of the University's stakeholders. It will comply with the international standards, applicable statutory and regulatory requirements and continually improve the Quality Management System's effectiveness through periodic monitoring and evaluation toward sustained remarkable outcomes.

Core Values

STEWARDSHIP
COMPETENCE
RESILIENCE
INTEGRITY
BALANCE
EXCELLENCE
SERVICE

These core values serve as our guiding principle in our efforts to make ROMBLON STATE UNIVERSITY a recognized HEI in the region and beyond.

NOTICE TO PROCEED

Date: February 11, 2021

Dr. Carlwin V. Dayagdag
Director, Institute of Information and Technology

Attention: **Ms. Joan F. Ferranco**

Dear Dr. Dayagdag,

Greetings!

This is to inform your good office that the proposal entitled "COMMUNITECH: A Technical Capability Building of Selected Barangay Officials and Staff in the Municipality of Odiongan" submitted by Ms. Joan F. Ferranco was approved by the President. The proponent can already conduct this as part of the extension services of the Institute of Information and Technology.

Please submit report and necessary documents one week after the conduct of the extension activity. Attached is the copy of the approved endorsement.

If you have any queries please contact the Research, Extension, Development and Innovation Office through telephone number 567-5580, or email us at rsu.rep@gmail.com.

Thank you.

Sincerely yours,

BILSHAN F. SERVAÑEZ, Ph.D.
VPREDi



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FIRST ENDORSEMENT

9 February 2021

This is to respectfully endorse the herein attached extension proposal entitled **"COMUNITECH: A Technical Capability Building of Selected Barangay Officials and Staff in the Municipality of Odiongan"** of the Institute of Information Technology as a component of the University Extension Program submitted by Ms. **Vlaire Jane F. Formento**, Director for Extension Services Office, with institutional fund amounting to Forty-six thousand, nine hundred and fifty pesos (Php46, 950.00).

BILSHAN F. SERVAÑEZ, Ph.D.

Vice President for Research, Extension, Development and Innovation

ACTION TAKEN

Date: 2-9-2021

Certified funds available Funds for the purpose not available
 Remark: Fund 101 Remark: _____

LOU M. FOJA
 Head, Budget Office

ACTION TAKEN

Date: _____

Approved Disapproved
 Remark: _____ Remark: _____

MERIAN P. CATAJAY-MANI, Ed.D., CESE
 University President



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10 February 2021

MS. VLAIRE JANE F. FORMENTO
 Director for Extension Services office

Dear Ms. Formento,

Greetings!

The Institute of Information Technology may now proceed with their extension project entitled **"COMMUNITECH: A Technical Capability Building of Selected Barangay Officials and Staff in the Municipality of Odiongan"**. Kindly ask the proponents to submit their report after implementation.

Thank you.

Sincerely yours,

BILSHAN F. SERVAÑEZ, Ph.D.
 VPREDi



Republic of the Philippines
ROMBLON STATE UNIVERSITY
Odiongan, Romblon
Tel. No. (042) 567 5580 E-mail: rsu.rsp@gmail.com

Project Title: COMMUNITECH: A Technical Capability Building of Selected Barangay Officials and Staff in the Municipality of Odiongan

Component I: Manage Your F.I.L.L.E (Forms, Information, Lectures, Evidence)

Component II: Multimedia: A New Era of Technology

Component III: Fix IT: Basic Computer Hardware Servicing

Part 1. Basic Information

1.0 Contact Person

Lead Proponent:

Joan F. Ferranco
0948-711-3779
clianne4@gmail.com

Co-proponents:
Component I

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Robert Jeffrey Fermanejo

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Sarah Jane F. Fallaria
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09204389396

Component III

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Charevel Ferranco
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charieferranco@gmail.com
Ana Gadon
0938-643-0505
gadon17anna@gmail.com

2.0 Implementing Agency

Lead College/Campus: **Institute of Information Technology-Main Campus**
Romblon State University
Liwana, Odiongan, Romblon

Collaborating Agency/Dept.: **DILG, Liga ng mga Barangay – Odiongan Chapter**
LGU-Odiongan

3.0 Duration

Component I

Start: April 1, 2021

End: April 30, 2021

Component II

Start: June 1, 2021

End: June 30, 2021

Component III

Start: October 1, 2021

End: October 30, 2021

4.0 Location

Audio Visual Room (AVR), Information Technology Computer Laboratory (ITCL) 1, ITCL 2, GECL
IIT Building
Romblon State University

5.0 Participants/Clients

The participants are the selected Barangay officials and staff in the Municipality of Odiongan. There will be 2 participants for each barangay and the estimated number of participants for each component is 50 which will be coming from the 25 barangays. These participants will include Barangay Secretary/Treasurer who is always in charge in information dissemination and also in managing the important records of the barangay or a Barangay Kagawad who has the knowledge regarding the programs of the barangay. The total number of participants for the three components is 150.

6.0 Total Budget Requirement

Total: P196, 950.00

c/o LGU-Odiongan: P150, 000.00

c/o RSU-IIT: P 46, 950.00

7.0 Source of Funds

RSU Institutional Extension Fund
LGU-Odiongan

Part 2. Technical Description

1.0. Rationale

As the basic political unit, the barangay serves as the primary planning and implementing unit of government programs, basic services, projects and activities as well as a forum in which the collective views of the people in the community may be crystallized and considered. The following are some programs of the barangays including, peace and order program, disaster preparedness, youth development, Barangay Justice, modification of ordinance, barangay assembly and training programs.

As everyone in the community relies on technology specifically in disseminating and archiving information, each barangay in a particular community needs to meet this trend of utilizing the technology and social media platforms effectively in sending, storing, and retrieving of salient information to its members of the community. Also, they need to learn how to properly maintain their computers in order to keep it running smoothly since when left untreated, it can accumulate dust and debris, which may result on slow performance. Thus, providing trainings to the barangay officials who function as source of important information related to local programs in Odiongan, will help them communicate and promote their localities creatively, efficiently and easily especially in this age of paperless transactions to keep safe from the harm of COVID 19.

a. Background

The 1-year extension project composed of three components namely: Manage Your F.I.L.E (Forms, Information, Lectures, Evidence), Multimedia: A New Era of Technology and Fix IT: Basic Computer Hardware Servicing, which aim to provide trainings to build the technical capability of the selected Barangay officials and staff in the Municipality of Odiongan in the fields of Records Management, Multimedia Technology and Basic Computer Hardware Servicing respectively.

The said project will involve four phases which includes **Phase I**, in this phase training needs assessment will be conducted by the proponents or the Institute will receive a request letter from the client. The proponents will be coordinating with the client to conduct the training needs assessment in order to identify their needs. Next is **Phase II** wherein formulation and preparation of the tools and resources needed will be done. The tools and resources to be prepared will be based on the result of the needs assessment conducted. **Phase III** will be the conduct of the actual training, that will be held at the Institute of Information Technology laboratories and resource speakers will be the faculty in charge for the particular topic. A pre-test will be given at the beginning of the training to determine the initial understanding of the participants of the measures stated in the learning objective. The **last phase** is the evaluation of the said training, wherein the participants will be given an evaluation form to gauge the overall performance

of the said training. Also, a post-test will be conducted after the completion of each training to determine what the participants have learned. The mentioned phases will serve as guide for the proponents to achieve the success of the said training.

This extension project will serve as a tool to meet the needs of the mentioned participants for them to perform well in their respective task which involves technology, as well as meeting the needs of the technological transactions in this new normal setting.

b. Needs Assessment/Request from the Clients

The selected Barangay officials and staff of the Municipality of Odiongan will be the participants of the extension project. They are selected based on the result of the needs assessment that will be conducted for each training component: records management, multimedia technology and computer hardware servicing. Also, a profile of the participants will be included in the needs assessment to capture the interest of the target participants and to make sure that they will gain knowledge and skills from the training that would be helpful for the fulfillment of their duties and responsibilities as Brgy. Officials.

The computers provided to them need to be properly managed to maximize its utilization in order to organize their records and be able to create multimedia presentation to fulfill their task using technological advancement. Furthermore, government organizations from national to local levels nowadays have been taking the path of computerization of documents and interconnectivity of transactions to improve public service. In the municipality of Odiongan, where 25 barangays are continuously attending to the needs of more than 46,000 residents, the barangay officials and staff are expected to be equipped with the necessary technical know-hows on basic computer hardware servicing, records management and multimedia technology to enhance the management of barangay's different transactions as well as the ease of administration of barangay projects, programs and activities to better serve its constituents.

2.0 Objectives

General:

To provide technical capability trainings on Records Management, Multimedia Technology and Basic Computer Hardware Servicing for the selected Barangay officials and staff.

Specific:

1. To deliver relevant information in the importance of computer hardware assembly and disassembly, operating system installation and maintenance;
2. To expose them in the basic computer maintenance and troubleshooting;
3. To provide the processes involve for handling documents in order to create, share, organize, store and retrieve records efficiently and effectively.
4. To offer appropriate information in the impact of multimedia technology in communication in this digital age.
5. To expose the participants to the different multimedia platforms.

6. To conduct hands on trainings in: (a) classifying, maintaining, archiving and securing records using Microsoft Access, (b) graphics, video editing, social media management and digital poster makings, (c) computer system assembly and disassembly, software installation and maintenance
7. To empower Barangay officials and staff about computer hardware servicing, records management and multimedia technology and help them to contribute towards the empowerment of their own community.
8. To evaluate the effectivity of the participant's outputs and to prepare them to: (a) manage files and documents and (b) achieve productive utilization of the different multimedia platforms in their respective tasks, (c) apply basic computer troubleshooting.

4.0 Methodology

To meet the goals of the Extension Program entitled **COMMUNITECH: A Technical Capability Building of Selected Barangay Officials and Staff in the Municipality of Odlongan** the following phases will be applied:

Phase I, will be the conduct of training needs assessment. Next, Phase II is the formulation and preparation of needed materials and appropriate tools. Then, Phase III is the start of the actual training. Finally, Phase IV is the evaluation of the training.

Phase I

Based from the request of the ABC President-Liga ng mga Barangay-Odlongan Chapter, with regards to their needs in Basic Computer Hardware Servicing Training, the Institute of Information Technology will conduct further communication and arrangement on the context of the training. Furthermore, needs assessment will also be conducted to learn about important issues and problems faced by the target participants in order to design effective trainings. It will also provide the proponents a method to learn what has already been done and what are the gaps in learnings remain. Moreover, this needs assessment will also identify the needs of each barangay as well as their existing resources.

Phase II

After the conduct of Phase I, results gathered from it will be analyzed for the formulation and preparation of the needed materials and appropriate tools in the conduct of the training. This involves the selection of experts who will serve as keynote speakers and trainers, modification of training materials, preparation of the needed devices and facilities in the implementation of the hands-on activity.

Phase III

This phase will be the start of the actual training. The program is composed of three components with a three-day training for each. There will be 2 participants in each training coming from each barangay with a total of 50 participants. Thus, the estimated total number of participants for the three trainings are 150. The first training about record management will be conducted on April 13-15, 2021. The next training about multimedia

or not as well as determine some aspects that needs improvement for the conduct of the future training.

Phase IV

Evaluation of the training will be conducted to gather the feedback of the participants in order to address some improvements for the conduct of future extension programs. Also, post-test will be conducted after the completion of every training to determine what the participants have learned from the training. Proper health protocols to prevent the COVID-19 will be observed in the conduct of the training, this is to ensure the safety of all participants as well as the trainers and facilitators of the training.

5.0. Gender and Development

The training program will be sensitive in dealing with gender with utmost respect to the members of all sexes. This training will provide equal opportunity to learn for both genders.

6.0. Sustainability Plan

The Institute of Information Technology (IIT) will conduct evaluation and regular monitoring of the participants to find out whether the training has really provided them the necessary skills they need. The IIT will communicate with the Liga ng Barangay for monitoring and assessment of the participants if they really apply the skills, they learned during the capability training. It is also recommended that there will be a "buddy-system" for them to still attend to emergency situation even if the other person is not around. The 25 barangays will be group into clusters that will be composed of five barangays for each cluster. Clustering will involve those nearby barangays to facilitate the monitoring of the application of their acquired skills in the training. To further sustain this extension project, every cluster will have a cluster coordinator to oversee the performances of its cluster members. In the event that, a cluster member will be replaced because his term already ended, he must train another member to take his place and the cycle goes on.

7.0 Expected Output

At the end of the training, it is expected that the objectives were met. It is also expected that the Barangay officials and staff can apply the acquired skills in their everyday tasks at the workplace. Furthermore, it is expected that they will be proficient with regards to computer hardware servicing, records management and multimedia technology thus, meeting the needs of the technological transactions in this new normal setting.

technology will be conducted on June 15-17, 2021. Then, the last training about basic computer hardware servicing will be scheduled on October 12-14, 2021.

The participants were selected based from the result of the needs assessment conducted. The three computer laboratories in the Institute of Information Technology will be utilized with a capacity of 20 participants each. The said computer laboratories will be inspected for approval of the Municipal Health personnel to make sure that proper health and safety protocols will be implemented during the conduct of the training to ensure the safety of the participants, facilitators and trainers. To ensure the practice of health and safety protocol the following will be implemented: a.) No mask, No entry Policy b.) Hand sanitizer station will be provided at the entrance of the venue c.) Computer units/Participants seat will have a 1 meter distance apart with a plastic cover separator for each. d.) There will be separate designated pathway for incoming and outgoing participants.

A pre-test will be given at the beginning of each training to determine the initial understanding of the participants of the measures stated in the learning objective. While, a post-test will be conducted after the completion of each training to determine what the participants have learned.

Component I – Records Management

During the first day of the training there will be a discussion about Principles and Benefits of Record Management, Types of Records and Methods of Filing. This will provide the participants the needed background information and motivation to discover the technique in creating, maintaining and storing records for easy access and retrieval using Microsoft Access. In the second day of training, storage and preservation of electronic records, confidential records and historical record will be discussed. And this will be followed by a hands-on training on creating a filing system.

Component II – Multimedia Technology

The importance of multimedia technology in communication in this digital age including the different multimedia platforms will be discussed during the first day. This will provide the participants the needed background information and motivation to discover the usage of the different multimedia platforms. A hands-on drill in production of media will be conducted on the second day. The participants will be introduced to an application software where they can make static graphics, animated visuals and video outputs. They will also be guided on a step-by-step process in social media management where they can apply all their media outputs.

Component III – Basic Computer Hardware Servicing

During the first day, the Introduction to Computer Hardware Servicing will be the highlights of the activity to familiarized and equipped them with the concepts of computer hardware. The second day will be the presentation of the different parts of the system unit and will also include the demonstration of computer assembly and disassembly as well as the process of operating system installation. Basic computer troubleshooting and maintenance will also be discussed to equipped them with proper troubleshooting techniques.

The third day for every component will be the assessment of the participants performances that will determine their level of competency and knowledge gained from the training. This will also serve as a tool for the Institute whether the training is effective

7.0 Budgetary Requirement

Summary of Budgetary Requirement

Pre-Implementation

Particulars	Amount
Communication	P1,000.00
Supplies and Materials	P3,000.00
Travel/Transportation	P1,000.00
Total	P5,000.00

Component I

Particulars	Amount
Communication	P1,000.00
Supplies and Materials	P8,900.00
Travel/Transportation	P1,000.00
Food (AM/PM Snacks and Lunch)	P50,000.00
Total	P60,900.00

Component II

Particulars	Amount
Communication	P1,000.00
Supplies and Materials	P10,800.00
Travel/Transportation	P1,000.00
Food (AM/PM Snacks and Lunch)	P50,000.00
Total	P62,800.00

Component III

Particulars	Amount
Communication	P1,000.00
Supplies and Materials	P16,250.00
Travel/Transportation	P1,000.00
Food (AM/PM Snacks and Lunch)	P50,000.00
Total	P68,250.00

Summary of Budgetary Requirement

Pre-Implementation	P5,000.00
Component I	P60,900.00
Component II	P62,800.00
Component III	P68,250.00
GRAND TOTAL	P196,950.00
c/o LGU Odiongan	P150,000.00
c/o IIT-RSU	P46,950.00

8.0 Research Opportunities and Output of the Extension Program (Extension Research)

The Extension Program is one tool that can be used to determine the contribution of technology in the community development specifically with regards to Computer Hardware Servicing, Records Management and Multimedia Technology. Moreover, the program will be beneficial to the Barangay Officials and Staff in troubleshooting computers, generating, storing & retrieving of records and creating multimedia presentations since nowadays most people rely in the use of technology to make their work easier and faster. This is can be a big help also in this technological advancement of the new normal wherein online transactions and paperless are more applicable and reliable to keep the safety of the people.

On the other hand, the "COMMUNITECH" program provides opportunity for IIT to enhance the tools/modules developed for this purpose. This is also an opportunity for the Institute to realize the other needs of the community in this new normal setting and identify what the technology can offer to address these needs. Furthermore, such modules can be presented for review of the University's in-charge in learning materials and later for application of ISBN.

Output of extension activities will be submitted to any conference or fora for presentation and later for publication.

9.0 GANTT chart/Workplan

Component I

Activities	April 1-5	April 8-12	April 15-19	April 22-26
Request for extension service from Liga ng Barangay-Odiongan Chapter				
Conduct Needs Assessment				
Plan out the training design				
Gathering of materials for the hand-out				
Prepare the modules/presentation				
Records Management Training				

Prepare post Computer Hardware Servicing Training documents				
Submit terminal report to RET office				

Component II

Activities	June 1-4	June 7-11	June 14-18	June 21-25
Request for extension service from Liga ng Barangay-Odiongan Chapter				
Conduct Needs Assessment				
Plan out the training design				
Gathering of materials for the hand-out				
Prepare the modules/presentation				
Multimedia Technology Training				
Prepare post Records Management Training documents				
Submit terminal report to RET office				

Component III


Activities	Oct. 1-7	Oct. 8-14	Oct. 15-21	Oct. 22-28
Request for extension service from Liga ng Barangay-Odiongan Chapter				
Conduct Needs Assessment				
Plan out the training design				
Gathering of materials for the hand-out				
Prepare the modules/presentation				

Computer Hardware Servicing Training				
Prepare post Multimedia Technology Training documents				
Submit terminal report to RET office				

Prepared by:


Engr. Joan F. Ferranco
 Lead Proponent

Noted by:


Engr. Joan F. Ferranco
 Extension Coordinator

Recommending Approval:


Dr. Carlwin V. Dayagdag
 IIT Director

COMMUNICATION LETTERS



INSTITUTE OF INFORMATION TECHNOLOGY

RSU Vision

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March 4, 2021

MS. CYNTHIA R. LAYNESA
 Head, Accounting
 This University

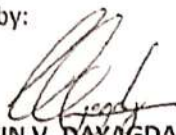
Madam:

This is to request for cash advance for use in the pre-implementation and implementation of component I for Extension Project activity of the Institute of Information Technology (IIT) on April 13 – 15, 2021, for the supplies and materials, communication and transportation expense, totaling to Php15,900. Attached is a copy of approved extension project proposal and notice to proceed.

Respectfully yours,


JOAN F. FERRANCO, MEng
 IIT Extension Coordinator

Noted by:


CARLWIN V. DAYAGDAG, DIT
 Director, IIT



19 NOVEMBER 2021

NOTICE OF LIGA MEETING

ALL BARANGAY CAPTAIN:

WE HAVE A SCHEDULED REGULAR MEETING ON 23 NOVEMBER 2021 2PM AT FARMHOUSE TO DISCUSS THE UPCOMING SEMINAR TO BE CONDUCTED BY RSU AND WE WILL BE INVITING A REPRESENTATIVE IN THE PERSON OF MISS JOAN F. FERRANCO TO DISCUSS TO US THE SAID ACTIVITY. WE ALSO HAVE VISITORS FROM THE MUNICIPAL AGRICULTURE OFFICE FOR THE FISHERFOLKS CONCERN AND OTHER ISSUES OF FISH DISTRIBUTION IN THE MUNICIPALITY.

THANK YOU VERY MUCH.


JUVY F. FADEROGAYA
ABC PRESIDENT

CC: JOAN F. FERRANCO - RSU



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To: HON. MANUEL ORNUM SR
 Barangay Captain, Brgy. Liwanag

From: ENGR. JOAN F. FERRANCO
 Extension Coordinator, Institute of Information Technology

Noted: DR. CATHERINE BHEL B. AGUILA
 Director, Institute of Information Technology

Subject: CommuniTech: A Technical Capability Building on Records Management for Selected Barangay Officials and Staff in the Municipality of Odlongan

Date: November 11, 2021

Warmest greetings!

The Institute of Information Technology-Romblon State University Main Campus, in partnership with the Liga ng mga Barangay-Odlongan Chapter, is pleased to invite you to a training workshop on *Records Management* under the extension project titled, "*CommuniTech: A Technical Capability Building of Selected Barangay Officials and Staff in the Municipality of Odlongan*" scheduled on **December 6-7 & 9, 2021** at Romblon State University, Liwanag, Odlongan, Romblon, IIT Building-Room ITCL 201-204. You may send two (2) participants from your barangay, which include either the Barangay Secretary/Treasurer, Barangay Captain, Barangay Kagawad or whoever is interested among your barangay officials and staff.

This three-day training workshop on Records Management is designed to develop and enhance the skills of our participants in classifying, maintaining, archiving and securing records. It will also provide hands-on training on the processes involved in handling documents in order to create, share, organize, store and retrieve records efficiently and effectively.

Rest assured that standard health protocols will be strictly observed during the event. In addition to this, all faculty members and staff of the Institute of Information Technology have already been fully vaccinated.

Attached herewith is a copy of MOA between the Romblon State University and Liga ng mga Barangay-Odlongan Chapter as well as the approved budget proposal for your reference.

Thank you and we look forward to your unending support.

MOA EVFD. BY: 11-15-21
 J. Ferranco
 Liwanag



Republic of the Philippines
ROMBLON STATE UNIVERSITY
 Odiongan, Romblon
 Tel No. (042) 567-5273
 Email: romblonstateu@gmail.com
 URL: rsu.edu.ph



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To: HON. GASPAR FALLARIA SR
Barangay Captain, Brgy. Rizal

From: ENGR. JOAN F. FERRANCO
Extension Coordinator, Institute of Information Technology

Noted: DR. CATHERINE BHEL B. AGUILA
Director, Institute of Information Technology

Subject: CommuniTech: A Technical Capability Building on Records Management for Selected Barangay Officials and Staff in the Municipality of Odiongan

Date: November 11, 2021

Warmest greetings!

The Institute of Information Technology-Romblon State University Main Campus, in partnership with the Liga ng mga Barangay-Odiongan Chapter, is pleased to invite you to a training workshop on **Records Management** under the extension project titled, "**CommuniTech: A Technical Capability Building of Selected Barangay Officials and Staff in the Municipality of Odiongan**" scheduled on **December 6-7 & 9, 2021** at Romblon State University, Liwanag, Odiongan, Romblon, IIT Building-Room ITCL 201-204. You may send two (2) participants from your barangay, which include either the Barangay Secretary/Treasurer, Barangay Captain, Barangay Kagawad or whoever is interested among your barangay officials and staff.

This three-day training workshop on Records Management is designed to develop and enhance the skills of our participants in classifying, maintaining, archiving and securing records. It will also provide hands-on training on the processes involved in handling documents in order to create, share, organize, store and retrieve records efficiently and effectively.

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To: PROF. CITA YLAGAN
 Head, Food Processing Unit

From: ENGR. JOAN F. FERRANCO
 Extension Coordinator, Institute of Information Technology

Noted: DR. CATHERINE BHEL B. AGUILA
 Director, Institute of Information Technology

Subject: Request for Food Catering Service and AVR Utilization

Date: November 15, 2021

Madam,

Warmest greetings!

The undersigned would like to request a food catering service on the following dates indicated below for our extension project entitled COMMUNITECH: A Technical Capability Building of Selected Barangay Officials in the Municipality of Odiongan that will be held at the IIT Building-Room ITCL 201-204 on December 6-7 & 9, 2021.

Number of participants – 75
 Total Budget: P50,000.00

Date	Room	Catering Service
December 6, 2021	AVR	AM Snacks
	ITC02	Lunch
	ITCL 201-204	PM Snacks
December 7, 2021	ITCL 201-204	AM Snacks
	ITC 02	Lunch
	ITCL 201-204	PM Snacks
December 9, 2021	ITCL 201-204	AM Snacks
	ITC 02	Lunch
	ITCL 201-204	PM Snacks

Further, we also humbly seek your permission to use the Audio-Visual Room (AVR) on December 6, 2021 morning, for the conduct of the opening program and December 9, 2021 afternoon, for the closing program of our extension activity.

Attached herewith is the copy of our Notice to Proceed from the Office of the Research, Extension, Development and Innovation (REDI).

Your approval would be greatly appreciated.

Sincerely Yours,

Engr. Joan F. Ferranco

Noted:

Approved.



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To: MR. ISIAH RHOWINN ROJERO
 Director, Security Services
 This University

Subject: REQUEST FOR RSU GATE ENTRY PASS

Date: November 15, 2021

Sir,

The Institute of Information Technology-Romblon State University Main Campus, in partnership with the Liga ng mga Barangay-Odiongan Chapter will be conducting the 1st component of the extension project entitled "**CommuniTech: A Technical Capability Building of Selected Barangay Officials and Staff in the Municipality of Odiongan.**" scheduled on December 6-7 & 9, 2021 at Romblon State University, Liwanag, Odiongan, Romblon, IIT Building-Room ITCL 201-204.

This three-day training-workshop will be participated by 2 participants of the 25 barangays in Odiongan. Hence, there will be a total of 50 expected participants for the mentioned event. There will be four (4) laboratory rooms in IIT that will be utilized wherein 12-13 participants will occupy a single room. Rest assured that standard health protocols will be strictly observed during the event. In addition to this, all faculty members and staff of the Institute of Information Technology as well as the Barangay officials and staff who will participate have already been fully vaccinated.

In relation to this, the undersigned is humbly seeking your permission to allow the 50 participants from different barangays in Odiongan to enter the University premises to attend the said training workshop.


Please find attached Notice to Proceed and list of participants for your reference.

Thank you for your usual support.

Respectfully yours,


JOAN F. FERRANCO
 Extension Coordinator, Institute of Information Technology

Noted:


DR. CATHERINE BHEL B. AGUILA
 Director, Institute of Information Technology



11/15/2021

Approved: 


19 NOVEMBER 2021

NOTICE OF LIGA MEETING

ALL BARANGAY CAPTAIN:

WE HAVE A SCHEDULED REGULAR MEETING ON 23 NOVEMBER 2021 2PM AT FARMHOUSE TO DISCUSS THE UPCOMING SEMINAR TO BE CONDUCTED BY RSU AND WE WILL BE INVITING A REPRESENTATIVE IN THE PERSON OF MISS JOAN F. FERRANCO TO DISCUSS TO US THE SAID ACTIVITY. WE ALSO HAVE VISITORS FROM THE MUNICIPAL AGRICULTURE OFFICE FOR THE FISHERFOLKS CONCERN AND OTHER ISSUES OF FISH DISTRIBUTION IN THE MUNICIPALITY.

THANK YOU VERY MUCH.


JUVY F. FADEROGAYA
ABC PRESIDENT

CC: JOAN F. FERRANCO - RSU



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To : MR. ISIAH RHOWINN ROJERO

From : CATHERINE BHEL B. AGUILA
IIT Director

Subject : Gate Pass Entry

Date : November 22, 2021

Sir:

Greetings of Peace!

This is to request from your office a gate pass entry for our (5) five IIT students who will prepare Accreditation documents for Institute of Information Technology Student Organization (IITSO) starting on **November 22-26, 2021** and the same students will be helping us on **December 6-10, 2021** for the conduct of our extension service in IIT Computer Laboratory.

The names are listed below:

1. Ian Dexter Magramo
2. Florean Manliguez
3. John Carlo Familara
4. Fatima Fetalvero

We are hoping for your approval and consideration on this request.
Thank you.

Respectfully,

CATHERINE BHEL B. AGUILA
Director, IIT



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To: DR. CATHERINE BHEL B. AGUILA
 Director, Institute of Information Technology

From: ENGR. JOAN F. FERRANCO
 Extension Coordinator, Institute of Information Technology

Subject: Request for Utilization of IIT Facilities and Equipment for "CommuniTech" Extension Project

Date: November 24, 2021

Madam,

Warmest greetings!

We are scheduled to implement the first component of our "CommuniTech" Extension Project titled "A Technical Capability Building on Records Management for Barangay Officials and Staff in the Municipality of Odiongan on December 6-7 & 9, 2021 at the Institute of Information Technology, Rombon State University-Main Campus. There will be a total of 50 participants coming from the 25 barangays in Odiongan to participate in the said event. In line with this, the undersigned would like to request for the following facilities and equipment, which are needed for the said training-workshop

Laboratory Rooms	IT Equipment	Number of participants
ITCL 201	<ul style="list-style-type: none"> • 14 sets of computer system unit with monitor, keyboard and mouse • 1 LCD monitor for lecture presentation • With safety and health protocols installed like alcohol dispenser/foot bath at the entrance and transparent divider between computer units. 	14
ITCL 202	<ul style="list-style-type: none"> • 12 sets of computer system unit with monitor, keyboard and mouse • 1 LCD monitor for lecture presentation • With safety and health protocols installed like alcohol dispenser/foot bath at the entrance and transparent divider between computer units 	12
ITCL 203	<ul style="list-style-type: none"> • 12 sets of computer system unit with monitor, keyboard and mouse • 1 LCD monitor for lecture presentation • With safety and health protocols installed like alcohol dispenser/foot bath at the entrance and transparent divider between computer units 	12
ITCL 204	<ul style="list-style-type: none"> • 12 sets of computer system unit with monitor, keyboard and mouse • 1 LCD monitor for lecture presentation • With safety and health protocols installed like alcohol dispenser/foot bath at the entrance and transparent divider between computer units. 	12
AVR	<ul style="list-style-type: none"> • 1 LCD projector for the opening program 	50

Rest assured that the committees for the said training program will closely monitor the proper usage of the facilities and equipment to ensure their safety.



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To: DR. BILSHAN F. SERVAÑEZ
 Vice President for Research, Extension, Development and Innovation

From: ENGR. JOAN F. FERRANCO
 Extension Coordinator, Institute of Information Technology (IIT)

Subject: CommuniTECH: A Technical Capability Building on Records Management for Selected Barangay Officials and Staff in the Municipality of Odiongan

Date: November 25, 2021

Warmest greetings!

The Institute of Information Technology-Romblon State University Main Campus, in partnership with the Liga ng mga Barangay-Odiongan Chapter, will be holding a training-workshop on Records Management under the extension project titled, **"CommuniTech: A Technical Capability Building of Selected Barangay Officials and Staff in the Municipality of Odiongan"** scheduled on December 6-7 & 9, 2021 at Romblon State University, Liwanag, Odiongan, Romblon. This will be participated by a total of 50 Barangay Officials and Staff from the 25 barangays in the Municipality of Odiongan, utilizing the four (4) laboratory rooms of the IIT, Room ITCL 201-204 respectively.

In this regard, the undersigned would like to invite you to give message on **December 6, 2021, 8:00 am at the Audio Visual Room** during the opening program of the mentioned training-workshop.

Rest assured that standard health protocols will be strictly observed during the event. In addition to this, all faculty members and staff of the Institute of Information Technology are already fully vaccinated.

Attached herewith is a copy of program invitation for your reference.

Your presence would be highly appreciated.

Sincerely Yours,

Engr. Joan F. Ferranco
 Extension Coordinator, IIT

1021-11-25

Noted:





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To: DR. MERIAN CATAJAY-MANI
 University President

From: ENGR. JOAN F. FERRANCO
 Extension Coordinator, Institute of Information Technology (IIT)

Subject: CommuniTECH: A Technical Capability Building on Records Management for Selected Barangay Officials and Staff in the Municipality of Odiongan

Date: November 25, 2021

Warmest greetings!

The Institute of Information Technology-Romblon State University Main Campus, in partnership with the Liga ng mga Barangay-Odiongan Chapter, will be holding a training-workshop on Records Management under the extension project titled, "**CommuniTech: A Technical Capability Building of Selected Barangay Officials and Staff in the Municipality of Odiongan**" scheduled on December 6-7 & 9, 2021 at Romblon State University, Liwanag, Odiongan, Romblon. This will be participated by a total of 50 Barangay Officials and Staff from the 25 barangays in the Municipality of Odiongan, utilizing the four (4) laboratory rooms of the IIT, Room ITCL 201-204 respectively.


In this regard, the undersigned would like to invite you to give an inspirational message on **December 6, 2021, 8:00 am at the Audio Visual Room** during the opening program of the mentioned training-workshop.

Rest assured that standard health protocols will be strictly observed during the event. In addition to this, all faculty members and staff of the Institute of Information Technology are already fully vaccinated.

Attached herewith is a copy of program invitation for your reference.


Your presence would be highly appreciated.

Sincerely Yours,


 Engr. Joan F. Ferranco
 Extension Coordinator, IIT

Noted:



By: 
 Extension Coordinator, IIT

11/25/2021
 7:35 pm

ROMBLON STATE UNIVERSITY
 I I T



INSTITUTE OF INFORMATION TECHNOLOGY

RSU Vision

A research-based academic institution committed to excellence and service in nurturing globally competitive workforce towards sustainable development.

RSU Mission

RSU shall nurture an academic environment that provides advanced education, higher technological and professional instruction and technical expertise in agriculture and fishery, forestry, engineering and technology, education, humanities, sciences, and other relevant fields of study and collaborate with other institutions and communities through responsive, relevant and research-based extension services.

Quality Policy

The Romblon State University commits to provide higher education through quality instruction, research, and community extension services that meet or exceed the requirements and expectations of the University's stakeholders. It will comply with the international standards, applicable statutory and regulatory requirements and continually improve the Quality Management System's effectiveness through periodic monitoring and evaluation toward sustained remarkable outcomes.

Core Values

- STEWARDSHIP
- COMPETENCE
- RESILIENCE
- INTEGRITY
- BALANCE
- EXCELLENCE
- SERVICE

These core values serve as our guiding principle in our efforts to make **ROMBLON STATE UNIVERSITY** a recognized HFI in

To: DR. ORFELINA INGCO-MANZO
 Director, Extension and Technical Advisory Services

From: ENGR. JOAN F. FERRANCO
 Extension Coordinator, Institute of Information Technology (IIT)

Subject: CommuniTECH: A Technical Capability Building on Records Management for Selected Barangay Officials and Staff in the Municipality of Odiongan

Date: November 25, 2021

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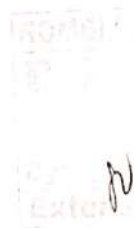
Your presence would be highly appreciated.

Sincerely Yours,

Engr. Joan E. Ferranco
 Extension Coordinator, IIT

Noted:

Dr. Catherine Rhel B. Amula



2021-11-25





Republic of the Philippines
ROMBLON STATE UNIVERSITY
 Odiongan, Romblon
 Tel No. (042) 567-5273
 Email: romblonstateu@gmail.com
 URL: rsu.edu.ph



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- S ERVICE

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To: SYRNA FLOR B. ERPILUA
 Municipal Local Government Operations Officer (MLGOO)

From: ENGR. JOAN F. FERRANCO
 Extension Coordinator, Institute of Information Technology (IIT)

Subject: CommuniTECH: A Technical Capability Building on Records Management for Selected Barangay Officials and Staff in the Municipality of Odiongan

Date: November 25, 2021

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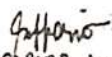
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Your presence would be highly appreciated.

Sincerely Yours,


 Engr. Joan F. Ferranco
 Extension Coordinator, IIT

Noted:


 MARY CLAIRE FORIO
 11/26/21

ROMBLON STATE UNIVERSITY



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To: HON. JUVY F. FADEROGAYA
 ABC President, Liga ng mga Barangay-Odiongan Chapter

From: ENGR. JOAN F. FERRANCO
 Extension Coordinator, Institute of Information Technology (IIT)

Subject: CommuniTECH: A Technical Capability Building on Records Management for Selected Barangay Officials and Staff in the Municipality of Odiongan

Date: November 25, 2021

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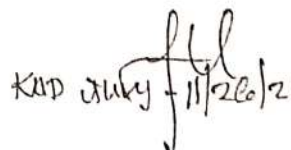
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To: HON. TRINA FIRMALO-FABIC
 Municipal Mayor, Municipality of Odiongan

From: ENGR. JOAN F. FERRANCO
 Extension Coordinator, Institute of Information Technology (IIT)

Subject: **CommuniTECH: A Technical Capability Building on Records Management for Selected Barangay Officials and Staff in the Municipality of Odiongan**

Date: November 25, 2021

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Your presence would be highly appreciated.

Sincerely Yours,



 Engr. Joan F. Ferranco
 Extension Coordinator, IIT

Noted:



RECEIVED

DATE: November 26, 2021
 TIME: 2:15 pm
 BY: Jyrell

ROMBLON STATE UNIVERSITY
 RECEIVED



INSTITUTE OF INFORMATION TECHNOLOGY

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IIT Goals

The Institute of Information Technology is committed to provide relevant and quality training for students in Information Technology and related fields consistently to satisfy the needs of regional and national development thrusts.

IIT Objectives

The Information Technology Education (ITE) programs prepare students to be professionals in this field. Specifically, students by the time they graduate, they are envisioned to be: (a) excellent software developers, system analyst, researchers, ICT instructors and consultants, system administrators, responsible software application users, and the like who will contribute to the country's effort in the field of Information and Communication Technology; (b) competent, self-directed ICT professionals who are equipped with principles and skills in order to respond to the shifting needs of the global industry; and (c) socially responsible Romblomanon RSUians who are committed to the service of the

To : ENGR. JULIE F. FALLARIA
ICTS Director

Subject : REQUEST FOR LCD PROJECTOR

From : ENGR. JOAN F. FERRANCO
Extension Coordinator, IIT

Date : November 26, 2021

Sir:

Greetings of peace!

The Institute of Information Technology will be having an opening program for the implementation of our Extension Project titled "CommuniTECH" at Audio Visual Room on **December 6, 2021, 8:00 am**. In this regard, may I hereby request an **LCD projector** that will be utilized in the mentioned event.

Your approval is highly appreciated.

Respectfully Yours,

Engr. Joan F. Ferranco
Extension Coordinator, IIT

Noted:

Dr. Catherine Bhel B. Aguila
Director, IIT

Handed by: *Joan Ferranco*



TRAVEL ORDERS



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To: **ENGR. JOAN F. FERRANCO, MSIT**
Chairperson, Extension

MR. JOHN JOSEPH G. AGUILA
Faculty Member, IIT

Date: **November 22, 2021**

You are hereby authorized to travel on **Official Business** to Brgy. Gabawan, Odiongan, Romblon on **November 23, 2021** to attend an official meeting with (25) twenty five barangay captains. The meeting will discuss the implementation of the extension project entitled "COMMUNITECH: A technical Capability Building of Selected Barangay Officials and Staff in the Municipality of Odiongan" scheduled on **December 6-10, 2021**.

While on transit, you are advised to observe the safety precautionary measures. Expenses incurred in this travel shall be charged to allotted extension project approved budget.


CATHERINE BHEJ B. AGUILA, DIT
Director, Institute of Information Technology



Republic of the Philippines
ROMBLON STATE UNIVERSITY

Odiongan, Romblon
 Tel No. (042) 567-6047
 Email: rsuitacc@gmail.com
 URL: rsu.edu.ph



INSTITUTE OF INFORMATION TECHNOLOGY

To: **ENGR. JOAN F. FERRANCO, MSIT**
 Chairperson, Extension

MR. ROBERT JEFFREY FERMANEJO, MIT
 Faculty Member, IIT

Date: **November 25, 2021**

You are hereby authorized to travel on **Official Business** around the municipality of Odiongan on **November 26, 2021** to facilitate the distribution of formal letter of invitation and copy of program for the implementation of the extension project entitled "COMMUNITECH: A technical Capability Building of Selected Barangay Officials and Staff in the Municipality of Odiongan" scheduled on **December 6-10, 2021**.

While on transit, you are advised to observe the safety precautionary measures. Expenses incurred in this travel shall be charged to allotted extension project approved budget.


CATHERINE RHEL B. AGUILA, DIT
 Director, Institute of Information Technology

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MOA

MEMORANDUM OF AGREEMENT

KNOW ALL MEN BY THESE PRESENTS:

This Memorandum of Agreement (MOA) is made and entered into by and between:

Romblon State University, a state university in the province with principal address at Brgy. Liwanag, Odiongan, Romblon, represented herein by **DR. MERIAN P. CATAJAY-MANI**, in her capacity as SUC President, and referred herein as the "**FIRST PARTY**";

- and -

Liga Ng Mga Barangay – Odiongan Chapter, a Local Government Unit (LGU) represented herein by **HON. JUVY F. FADEROGAYA**, in his/her capacity as the ABC President/Ex-Officio Member to the Sanguniang Bayan of Odiongan, and referred herein as "**SECOND PARTY**";

WITNESSETH THAT:

WHEREAS, the FIRST PARTY, as a premier higher education institution in the MIMAROPA region is committed to provide advance education, higher technological professional instruction and training in agriculture and fishery, forestry, science and technology, arts and other relevant fields of study. It shall undertake research and extension services, and provide progressive leadership in its areas of specialization;

WHEREAS, the FIRST PARTY implements collaborative and responsive extension projects and programs related to information technology sector development such as government offices/agencies and private sectors, technology transfer utilization and commercialization, and technical assistance and trainings/seminars related to ICT literacy;

WHEREAS, the SECOND PARTY, agreed to collaborate with FIRST PARTY and welcomes any program/services brought by the University through its different units and colleges and shall likewise provide necessary support and cooperation for the good of its constituencies;

WHEREAS, the FIRST PARTY, in partnership with the SECOND PARTY, implements the extension project, "**COMMUNITECH: A Technical Capability Building of Selected Barangay Officials and Staff in the Municipality of Odiongan**;"

NOW, THEREFORE, for and in consideration of the foregoing premises and the mutual desire to provide extension services to the constituents of the municipality of Odiongan hereinafter set forth, the FIRST and SECOND PARTY have reached the following understanding:

I. OBLIGATIONS OF THE PARTIES:

1. The FIRST PARTY shall, for its exclusive account, timely, properly, and adequately perform the following:
 - (a) Coordinate with the SECOND PARTY;
 - (b) Provide training and technical assistance to the Barangay officials and staff in the municipality of Odiongan;
 - (c) Provide venue for the conduct of training activities where proper health protocols can be observed.
 - (d) Provide the necessary Information, Education, Communication (IEC) related to records management, multimedia technology and basic computer hardware servicing for the project cooperators;
 - (e) Monitor the training activities; and
 - (f) Assess the implementation of the project.

JOAN F. FERRANCO

MERIAN C. MANI

HON. JUVY F. FADEROGAYA

2. The SECOND PARTY, shall perform the following:

- (a) Provide assistance to the training team in identifying of Barangay officials and staff through the Liga ng Barangay in the municipality of Odiongan;
- (b) Endorse the FIRST PARTY to Barangay Local Government Units; and
- (c) Provide assistance to the training team in the regular monitoring of the participants after the conduct of training. For sustainability of this extension project, a cluster coordinator will be assigned for each cluster of barangays. A cluster will be composed of 5 nearby barangays. The cluster coordinator will oversee the performances of its cluster members. Whenever a cluster member is about to end his term, he will be replaced by a new trainee and the cluster coordinator must train another member to take his place. This cycle will continue.

II. PROGRAM FUNDING

Training Provider: Romblon State University
Target Municipality: Odiongan
Target Participants Trained: 152
Total Project Funding: P150,000.00

Deliverables	Target	Timeline
Conduct of Component I (Records Management)	52 pax	3 rd - 4 th Quarter, 2021
Conduct of Component II (Multimedia Technology)	50 pax	4 th Quarter, 2021
Conduct of Component III (Basic Computer Hardware Servicing)	50 pax	4 th Quarter, 2021
Database of Participants Trained	152 pax	4 th Quarter, 2021
Monitoring of Training Activities	Training Reports	4 th Quarter, 2021
Project Assessment	Year-end Report	4 th Quarter, 2021

JOAN F. FERRANCO

MERIAN C. MANI

III. MISCELLANEOUS STIPULATIONS

A. DISPUTE RESOLUTION

The parties agreed that any conflict, controversies, issues or disputes which may rise within or during the effectivity of this Agreement shall in their best efforts, try to settle the same among themselves.

B. SEPARABILITY

If any provision or part of this Agreement shall be declared invalid or enforceable by competent courts, the validity and enforceability of the other provisions or parts hereof shall not be affected or impaired.

In the event any provision or part of this Agreement is declared invalid in accordance with the preceding paragraph above, the PARTIES shall meet in good faith to agree, to the fullest extent allowed by law, on a substitute provision that most closely approximates the intention contained in the invalid provisions, and amend this Agreement accordingly.

C. AMENDMENTS

This Agreement shall not be revoked, revised, amended or modified in any respect except by the mutual consent through a written instrument duly executed and signed by the Parties herein.

JOAN F. FERRANCO

D. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes all other prior agreements and understandings, both written and oral, between the parties with respect to the subject matter hereof.

IV. EFFECTIVITY

This Agreement shall take effect immediately upon signing and shall be terminated upon completion of this project unless otherwise sooner terminated upon mutual consent of both parties.

IN WITNESS WHEREOF, the parties hereto have executed this instrument on _____ in _____

For the FIRST PARTY:



MERIAN P. CATAJAY-MANI, Ed.D., CESE
University President

For the SECOND PARTY:



HON. JUVY R. FADEROGAYA
ABC President

Signed in the presence of:



JOAN F. FERRANCO

JOAN F. FERRANCO

MERIAN C. MANI

JUVY R. FADEROGAYA

ATTENDANCE



ATTENDANCE SHEET

Unit: INSTITUTE OF INFORMATION TECHNOLOGY
 Title of Activity: COMMUNITY TECHNICAL CAPABILITY BUILDING ON REPAIR MOI.
 Date of Activity: December 6, 2021 (Am) Time of Activity: 8:00 AM

Name	Sex	Contact Number	Signature
KEZIAH JOY M. RAMERO	F	0912925296	
ROSALIE F. ABELON	F		
JANITO F. HERNANDEZ	M	09103926397	
RIZALYN L. DULCE	F	0910104833	
ROSALIE F. ABELON	F	0910104833	
Maricelina J. Abanador	F	09458005668	
Joyanne J. Garcia	F	09129185236	
JACQUELINE ANN M. HERNANDEZ	F	09106957246	
VINCENT T. TORALES	M	099003611623	
SUSAN D. GREGORIO	F	07356087674	
RACER F. FORCADO	F	073563744764	
ORPELINA I. MANTO	F	092294333498	
GINA B. PAMILA PA	F	091051819065	
JOHN CARL FADABADER	M		
ACE M. FABIAN	M	09382349067	
Eduardo F. Libanato	M	09637608997	
Charlene Sison	F	09072260251	
JM MARTINEZ	M	09070253356	
AIMEE FETALINO	F	09276933100	
Fatima Fetalino	F	09387118861	
Florencia Montenegro	F	09222447567	
Jenny FADERUAGA	M	09349020311	
MARION DE CASTRO	M	07392038230	
NECIE M. ABON	F	09004601099	
DELY PRADITAS	F	09179720112	
JEDOVE TALLANA	M	09773041300	
Irina Falar	F	0	
Edna Ann Ponce	M	09992468664	
Mary Jane Gamol	F	09757194064	
John Carl Tani Lara	M	09664869565	
Len Dexter Vergara	M	09464238773	
MARK VERZOSA K. GARCIA	M	09950529011	



ATTENDANCE SHEET

Unit INSTITUTE OF INFORMATION TECHNOLOGY
 Title of Activity COMMUNITY TECHNICAL CAPACITY BUILDING ON RECORDS MANAGEMENT
 Date of Activity DECEMBER 6, 2021 (Sat) Time of Activity: 8:00 Am

Name	Sex	Contact Number	Signature	
Daisy F. Cabuyogal	F	09465345657		36.4
SIENNA F. MARQUEZ	F	09900074144		36.4
Josephine Bernardez	F	09281249181		36.2
Beverly J. Castro	F	09122577164		36.2
NORA F. PASERA	F	09484173424		36.5
Caroleo Tamasano	F	09076738515		35.2
Elvie U. Fontan	F	09381622876		36.9
ROBY U. FORANIL	M	09151144738		36.2
Jaulie D. Mahr	F	09625670113		36.5
NORWIN B. PETITO	F	09385822572		36.6
Martyn F. Fundwilla	F	09456748751		36.6
Cesar F. Tambalque	M	09481114775		36.2
NOPEL G. LAPINERA	M	09776361911		36.1
GERARDO, RONALD P.	M	09216977509		36.1
PJ Zador Dizon	M	09991224995		36.6
PAMILANI LAHANI E.	F	09490463680		36.4
ROSAS, NORA MARIE	F	0		36.3
Sarah Jane A. Talonia	F	09709893944		36.5
MARVIN RICH G. FORANIL	M	09976098713		36.2
JOAN F. FERRELLANO	F	09487113779		36.6
Raniel T. L...	F	09317033900		36.9
JUSTIN JOYANTO PERALTA	M	09668577237		36.4
Ian Decker Maganao	M	09464235973		36.3
Florean Montiguera	F	09252843567		36.6
Talonia Telalvero	F	09703328179		36.9
John Carlo Tamilara	M	09464869565		36.5
Ana Gradara	F	09386430505		36.2
Hoy L. S. Fajamilan	M	09393393787		36.1
Dave Lora	M	09079652114		36.6
JOEY D. FRANCISCO	M	09466045715		36.4
SEBASTIAN F. FOSARA	F	09517312674		36.5
Prexley B. Tupac	F	09213744937		36.5

QAO-00-0022

Creation Date: 2021-02-14

AT No. _____



ATTENDANCE SHEET

Unit: ICTC 204

Title of Activity: Keynote Management Training - Workshop

Date of Activity: Dec. 7, 2021 Time of Activity: PM

Name	Sex	Contact Number	Signature	
John Carl Palabay	M			96.4
Jim Ferrarit	M			96.6
Laisy F. Cabungcal	F	09473247617		36.8
Beverly I. Castro	F			36.5
PRIN MIP PINOYAS	F			36.6
Josephine Bernardez	F			36.8
ACE M. FAUCON	M			36.7
STEPHA MADRAN	F			36.4
AIMEE FETALINO	F	09270937545		36.4
ELMART AN GUSI	F	09656790179		96.6



ATTENDANCE SHEET

Unit: ITCL 204

Title of Activity: Records Management Training - Workshop

Date of Activity: Dec. 7, 2021

Time of Activity: AM

Name	Sex	Contact Number	Signature	
<u>Elizabeth Gu Gusi</u>	<u>M</u>	<u>09056790179</u>	<i>[Signature]</i>	<u>36.2</u>
<u>Mary Ann Forteza</u>	<u>F</u>	<u>0938788438</u>	<i>[Signature]</i>	<u>36.4</u>
<u>AIMEE FETALINO</u>	<u>F</u>	<u>092960937545</u>	<i>[Signature]</i>	<u>26.5</u>
<u>Daisy F. Calungad</u>	<u>F</u>	<u>09465245057</u>	<i>[Signature]</i>	<u>36.4</u>
<u>SIENNA F. MARQUEZ</u>	<u>F</u>	<u>09200771114</u>	<i>[Signature]</i>	<u>36.4</u>
<u>ACE M. FABILON</u>	<u>M</u>	<u>09262349067</u>	<i>[Signature]</i>	<u>31.7</u>
<u>Bowly I. Castro</u>	<u>F</u>	<u>09122577104</u>	<i>[Signature]</i>	<u>36.5</u>
<u>Josephine Bernardez</u>	<u>F.</u>	<u>09225249781</u>	<i>[Signature]</i>	<u>36.1</u>
<u>ESTER Pobon Pascha</u>	<u>F.</u>	<u>09577312694</u>	<i>[Signature]</i>	<u>36.5</u>
<u>Fernando T. Fesavit Jr.</u>	<u>M</u>		<i>[Signature]</i>	<u>36.4</u>
<u>JOHN CARL FABABAER</u>	<u>M</u>		<i>[Signature]</i>	<u>35.9</u>





ATTENDANCE SHEET

Unit: ITCL 203

Title of Activity: Records Management Training Workshop
 Date of Activity: Dec 7, 2021 Time of Activity: 7:00 PM

Name	Sex	Contact Number	Signature	
1. Janito T. Hernandez	M		<i>[Signature]</i>	363
2. RIVERA F. FORTOSO	F	0935394474	<i>[Signature]</i>	364
3. SUSAN D. GREGORIO	F	09356087674	<i>[Signature]</i>	365
4. Adelyn L. Dula	F	0988845313	<i>[Signature]</i>	366
5. ARIE ADON	F	09564661699	<i>[Signature]</i>	367
6. Arly Jodyne	F	0917978012	<i>[Signature]</i>	368
7. JESHJE ANN M. ALONSO	F	09106959246	<i>[Signature]</i>	369
8. Marilyn F. Fonderville	F	09568748771	<i>[Signature]</i>	370
9. ARNOLD S. FORJES	M	09517479329	<i>[Signature]</i>	
10. JEDONG FACAPPA	M	09773611366	<i>[Signature]</i>	





Republic of the Philippines
ROMBLON STATE UNIVERSITY
Romblon, Philippines

ATTENDANCE SHEET

Unit: ITCL 203
Title of Activity: Research Management Training - Workshop
Date of Activity: Dec. 7, 2021 Time of Activity: AM

Name	Sex	Contact Number	Signature	
NESIE M. ARON	F	0950 4651 099	<i>[Signature]</i>	36.8
Penny S. Guyo	F	09530155602	<i>[Signature]</i>	36.8
Tiralya L. Duke	F	0925845213	<i>[Signature]</i>	36.8
Janito F. Hernandez	M		<i>[Signature]</i>	36.4
JERTINE ANN M. FIRMALO	F	09106957246	<i>[Signature]</i>	36.5
Riley D. Fradylae	F	09179730112	<i>[Signature]</i>	36.3
James Fulborn	M	0777364246	<i>[Signature]</i>	36.2
SUSAN D. GREGORIO	F.	09356087674	<i>[Signature]</i>	36.5
Rosa F. Forumpu	F	0935394764	<i>[Signature]</i>	36.6
Martyn F. Fandwilla	F	09526746757	<i>[Signature]</i>	36.5



ATTENDANCE SHEET

Unit: IIT- ITCL 202
Title of Activity: Records Management Training Workshop
Date of Activity: 12/07/2021 Time of Activity: PM

Name	Sex	Contact Number	Signature	
VINCENT FORNATES	M	09460362623		36.4
Rosalie F. Abelino	F	09104465050		36.5 36.2
Shelby Ann	F	0938822711		36.7
Eric V. Falarin	F	09381622876		36.1
NORZA B. F. ADP	M	09776361911		36.5
Keriah Joy Farners	F	09129252861		
Charekene Vixon	F	09042260250		



Republic of the Philippines
ROMBLON STATE UNIVERSITY
 Romblon, Philippines

ATTENDANCE SHEET

Unit: ITCL 202
 Title of Activity: Records Management Training - Bookkeeping
 Date of Activity: Dec. 7, 2021 Time of Activity: AM

Name	Sex	Contact Number	Signature
UNCONT FURNACE	M	09460367623	<i>[Signature]</i>
NOTSOL G. PABRI Mada	M	09776361911	<i>[Signature]</i>
Reziak Joy Famero	F	09129252861	<i>[Signature]</i>
Rosalie F. Arellano	F	0910444755	<i>[Signature]</i>
Shelby Calay	F	0935822730	<i>[Signature]</i>
Elvir V. Jankar	F	09381627876	<i>[Signature]</i>
Aracl Fanson	F	09076338515	<i>[Signature]</i>

26.9
 26.1
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 26.1
 26.2
 26.1
 26.1



Republic of the Philippines
ROMBLON STATE UNIVERSITY
Romblon, Philippines

ATTENDANCE SHEET

Unit: ITCL - 201
Title of Activity: Records Management Training Workshop
Date of Activity: 12/07/2021 Time of Activity: PM

Name	Sex	Contact Number	Signature	
1. Mary Jane Gamol	F	09757194064		36.5
2. GINA B. PAMPLANA	F	09051819068		36.6
3. STROPPINE F. CASTRO	F	09129185234		36.3
4. Penny Guyo	F	09534138602		36.2
5. Cesar F. Tambolga	M	09481114775		36.6
6. MARLON DE CASTRO	M	09392038230		36.3



Republic of the Philippines
ROMBLON STATE UNIVERSITY
Romblon, Philippines

ATTENDANCE SHEET

Unit: ITCL 201

Title of Activity: Records Management Training - Workshop

Date of Activity: Dec. 7, 2021

Time of Activity: AM

Name	Sex	Contact Number	Signature	
JOSEPHINE F. CASTRO	F	09129185236		36.6
Penny S. Guyo	F	04532138602		36.3
GINA B. FAMILARA	F	09051819065		36.6
MARLON DE CASTRO	M	09392038286		36.6
Cesar F. Tambalque	M	09481114775		36.3
JOHN MARK MARTINEZ	M	09076253356		36.4
MARLYN B. DE LA ROSA	F	09386822542		36.2
Mary Jane G. Gramol	F	0937194064		
LINA S. DE LA VEGA	F	0955573956		



ATTENDANCE SHEET

Unit: III - ITCL - 200
 Title of Activity: Records Management Training- Workshop
 Date of Activity: 12/06/2021 Time of Activity: PM

Name	Sex	Contact Number	Signature
BEVERLY I. CASTRO	F	09122577104	[Signature]
VICTOR T. MARQUEZ	F	0930034144	[Signature]
Daisy F. Cobungcal	F	09465245037	[Signature]
ACE M. FABICAN	M	09382349067	[Signature]
JOHN CARL P. PARABAEK	M	09212991362	[Signature]
ESTER F. FOSANA	F	09317312674	[Signature]
XIMEE F. FETALINO	F	09276937545	[Signature]
Jennie J. Corpuz	M	09987291410	[Signature]
Hyey Olan Gut	M	09650790179	[Signature]

36.7
36.8



ATTENDANCE SHEET

Unit: III IICL-203
Title of Activity: Records Management Training - Workshop
Date of Activity: 12/04/2021 Time of Activity: PM

Name	Sex	Contact Number	Signature
JEROME ANAN M. Miranda	F	0910695 9246	<i>[Signature]</i>
MICHAEL L. RICE	F	0928844 313	<i>[Signature]</i>
JANITO ESPERANZA	M	09103425392	<i>[Signature]</i>
MARLYN F. Fontivero Ma	F	09528748737	<i>[Signature]</i>
SUSAN D. GREGORIO	F	09356087674	<i>[Signature]</i>
RACEL F. PERCINO	F	09310944754	<i>[Signature]</i>
NESTLE AXON	F	09509681099	<i>[Signature]</i>
BELY PRADERA	F	09179730112	<i>[Signature]</i>
ARABEL A. FORTES	M	00712419239	<i>[Signature]</i>
JEROME J. FACAPAN	M	09773441360	<i>[Signature]</i>

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36-2
36-5
36-8





ATTENDANCE SHEET

Unit: III ITCL-202
 Title of Activity: Records Management Training - Workshop
 Date of Activity: 12/06/2021 Time of Activity: PM

Name	Sex	Contact Number	Signature
Rosalie F. Aberlon	F	09104465000	Rosalie
NORMA G. ADELINO	M	09776361911	
ELVIE V. FAALAN	F	09781622836	
VINCENT T. FORANES	M	09460367625	
Charlene L. SIV	F	69892260250	
Eden F. Libesato	M	09637608992	
ARACELI F. FANISARAM	F	09076738515	
Keziah Joy M. Farnero	F	09129252841	

36.6
 36.5
 36.4
 36.2
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 36.5





ATTENDANCE SHEET

Unit: JIT IICL-201
 Title of Activity: Records Management Training Workshop
 Date of Activity: 12/06/2021 Time of Activity: AM

Name	Sex	Contact Number	Signature
MARLON DECASTRO	M	0933 331 8300	<i>[Signature]</i>
Cesar F. Tambelgan	M	0955 1149 75	<i>[Signature]</i>
Juvilie S. Malave	F	0962 56 2215	<i>[Signature]</i>
Wendy J. Alcantara	F	0945 889 066 9	<i>[Signature]</i>
CINA M. FAMILARA	F	0905 1819 065	<i>[Signature]</i>
Mary Jane G. Gamel	F	0975 3194 064	<i>[Signature]</i>
Penny Guyo	F	0956 135 006	<i>[Signature]</i>
DINA S. DELA UERA	F	0955 57 210	<i>[Signature]</i>
ROXAN B. PELITO	F	0908 482 512	<i>[Signature]</i>
JOHN MARK S. MARTINEZ	M	0907 625 3352	<i>[Signature]</i>
JOSEPHINE F. CASTRO	F	0912 715 56 30	<i>[Signature]</i>





Republic of the Philippines
ROMBLON STATE UNIVERSITY
 Romblon, Philippines

ATTENDANCE SHEET

Unit: **INSTITUTE OF INFORMATION TECHNOLOGY**
 Title of Activity: Records Management Training - workshop
 Date of Activity: 12/09/2021 Time of Activity: AM

Name	Sex	Contact Number	Signature	
NEDE M. ADON	F	0950 4651 099	<i>[Signature]</i>	36.3
BESTINE ANN M. FERNANDO	F	09106983246	<i>[Signature]</i>	36.7
Rey B. Fraydon	F	09179730112	<i>[Signature]</i>	36.4
Marilyn L. Puky	F	1978545717	<i>[Signature]</i>	36.5
SUSAN D. GREGARIO	F	09356087674	<i>[Signature]</i>	36.3
RIVERA F. FORCADO	F	09353941764	<i>[Signature]</i>	36.4
Janito Hernandez	M		<i>[Signature]</i>	36.2
ARNIEL A. FORJES	M.	09517479929	<i>[Signature]</i>	36.4
Marilyn F. Fandwillla	F	09568748787	<i>[Signature]</i>	36.5
Jeran Fullan	M	09772641364	<i>[Signature]</i>	36.1





Republic of the Philippines
ROMBLON STATE UNIVERSITY
Romblon, Philippines

ATTENDANCE SHEET

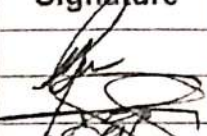
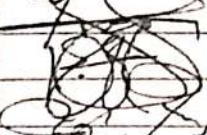
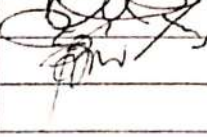
Unit: INSTITUTE OF INFORMATION TECHNOLOGY
Title of Activity: Records Management Training - Workshop
Date of Activity: 12/09/2021 Time of Activity: AM

Name	Sex	Contact Number	Signature	
AIMBE FETALINO	F	09276937545	<i>[Signature]</i>	36.3
SIENNA F. MADRUEZ	F	09700074144	<i>[Signature]</i>	36.4
DAISY F. CABUNGCAN	F	09465245257	<i>[Signature]</i>	36.5
Josephine F. Bernardez	F	09285849781	<i>[Signature]</i>	36.2
Glorilyn Fetalvero	F	09087004010	<i>[Signature]</i>	36.2
Mary Ann C. Forcadax	F	09387886138	<i>[Signature]</i>	36.3
Tenne J. Corpus	M	09087291810	<i>[Signature]</i>	36.3
Alpho Cer Cer	M	09650790137	<i>[Signature]</i>	37
ACE M. FABRON	M	09382349067	<i>[Signature]</i>	36.7
Fernando F. Ferrarit, Jr	M		<i>[Signature]</i>	36.4
JOHN CARL P. FABABAEK	M	09212991362	<i>[Signature]</i>	36.6



ATTENDANCE SHEET

Unit: **INSTITUTE OF INFORMATION TECHNOLOGY**
Title of Activity: Records Management Training - Workshop
Date of Activity: 2/09/2021 Time of Activity: AM

Name	Sex	Contact Number	Signature
VINCENT FOKAVET	M	09460367625	
NORON G. FAD PIROG	M	0977 6361911	
KEZIAH JOY M. FAMELO	F.	09129252861	
ELVIE V. FAALAM	F	09381622830	
CHARLENE USION	F	09092260250	

36-3
36-4
36-2
36-4

PHOTO DOCUMENTATION



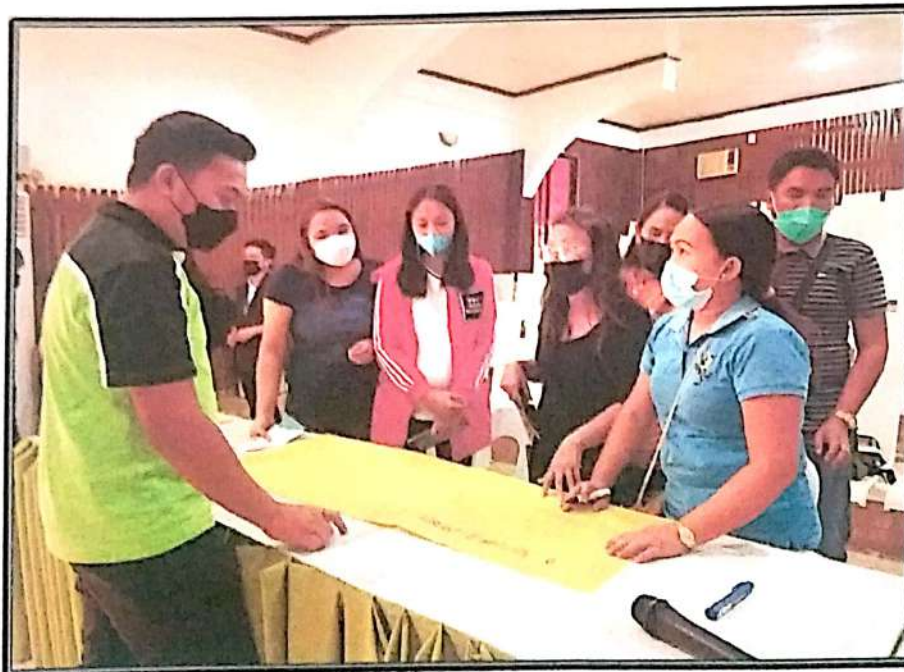
Temperature checking of the participants at Registration Area



Mayor Trina Firmalo-Fabic giving her message during the opening program



Dr. Emelyn Villanueva (VPAA) giving her inspirational message during the opening program



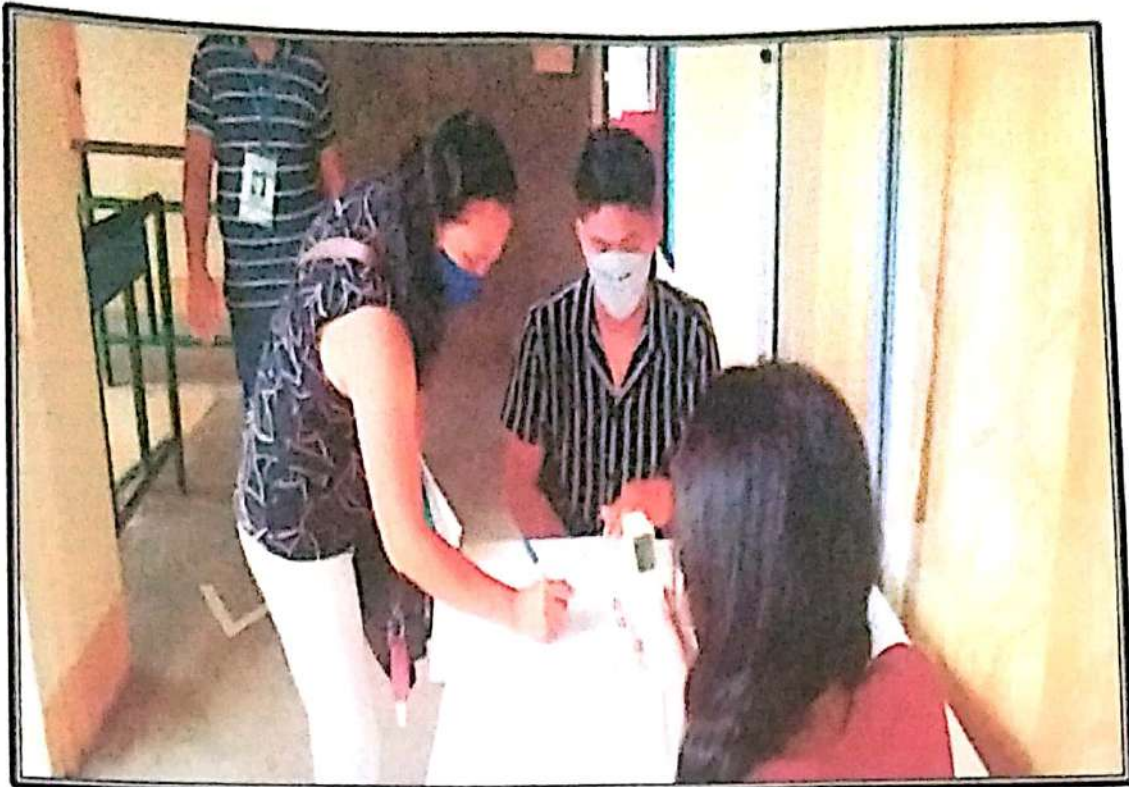
Participants discussing to their groupmates their expectations during the leveling of expectation activity



Ma'am Cielo Motin (BSIT Chair) facilitating the levelling of expectation



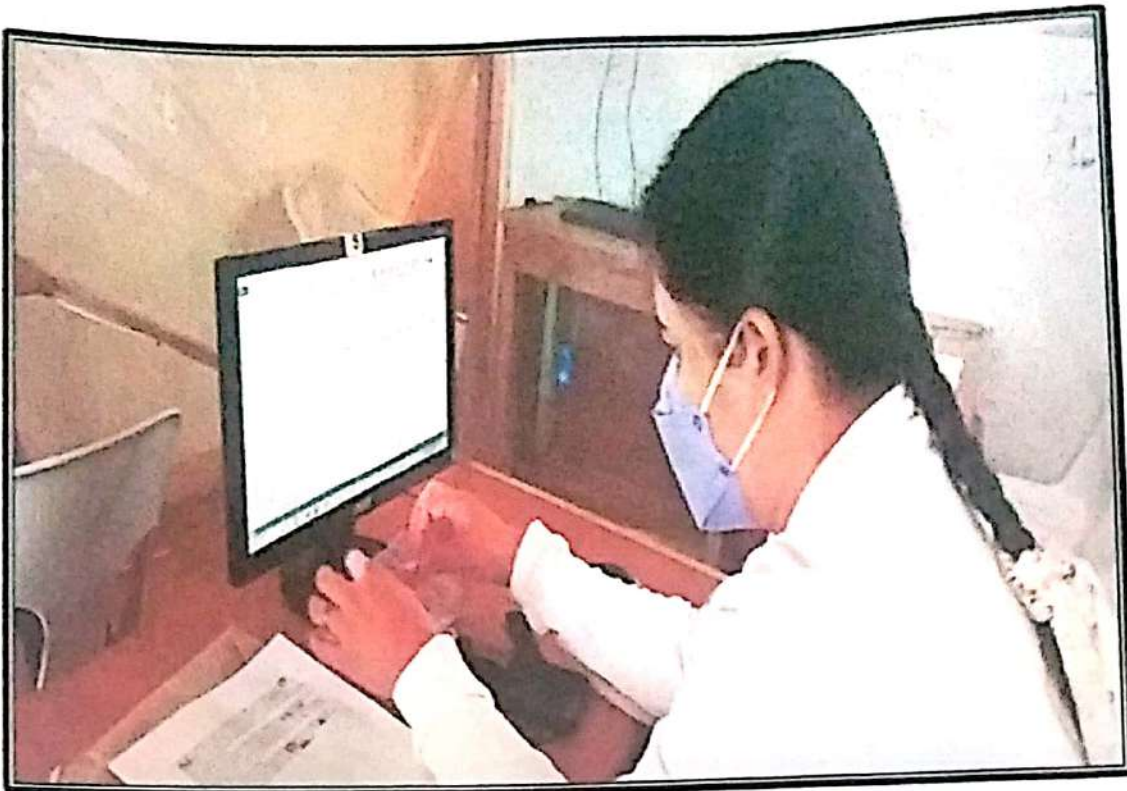
Photo opportunities during the opening program with guests, resource speakers, facilitators and IIT faculties



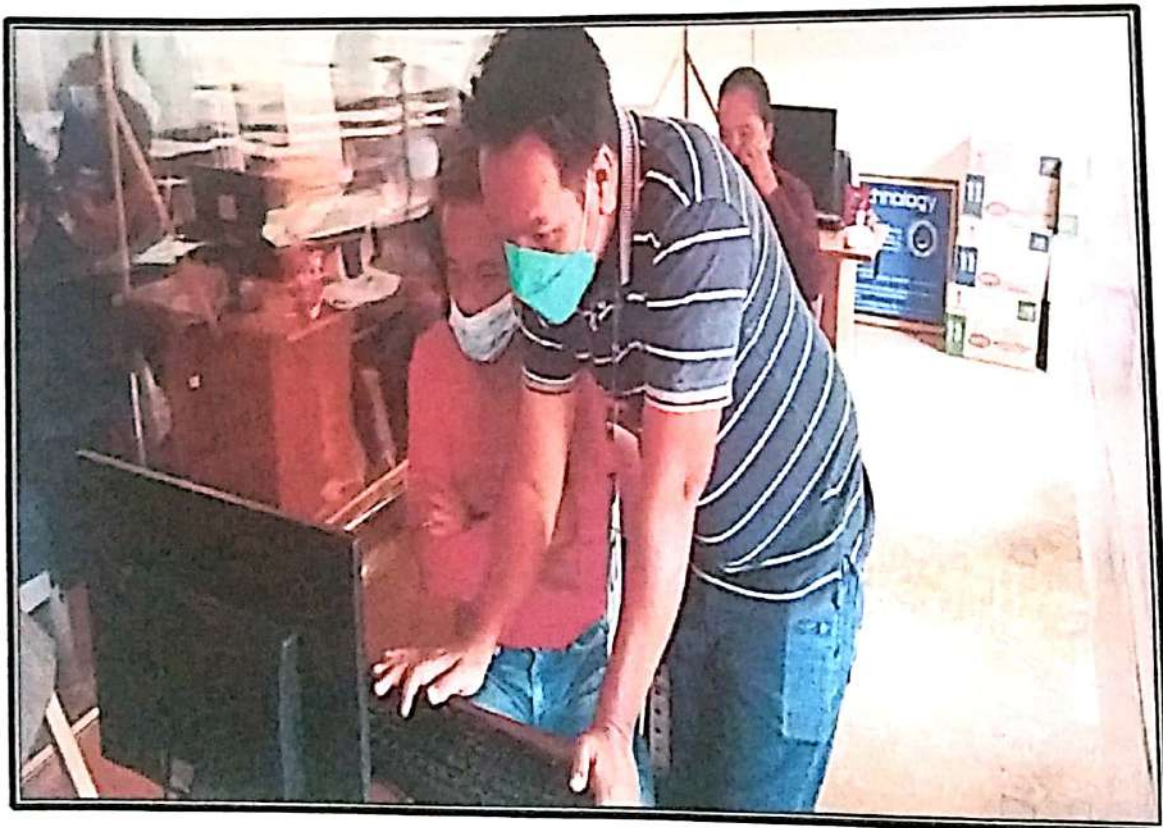
Registration of the participants during the actual training-workshop



Mr. PJ Drilon discussing about file management topic



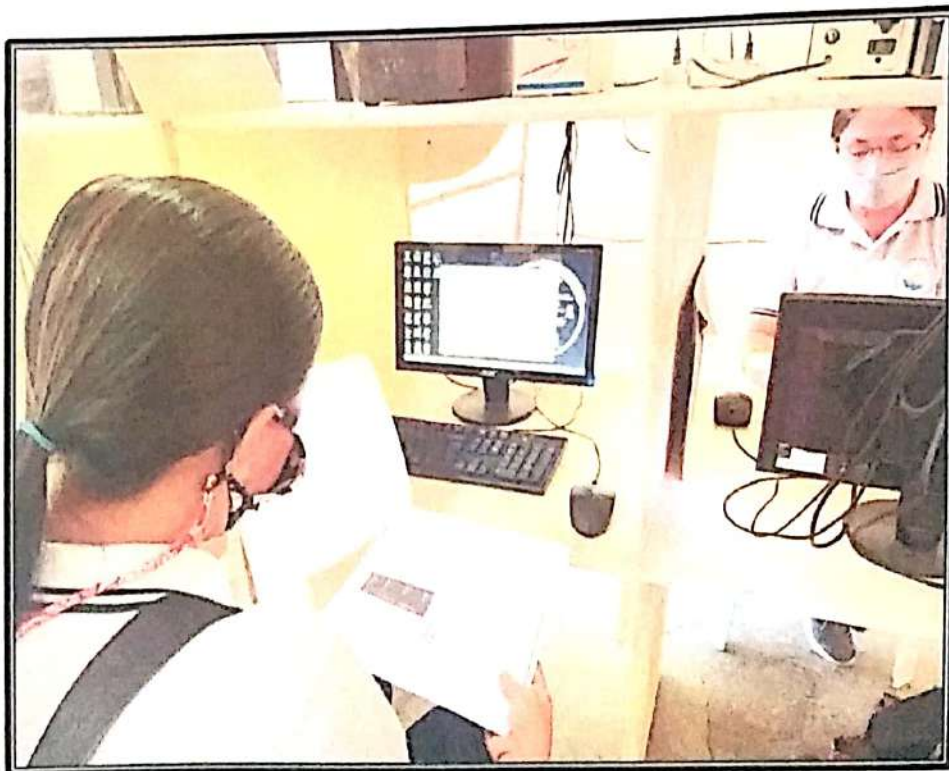
Participant doing her assigned task during the hands-on in file management



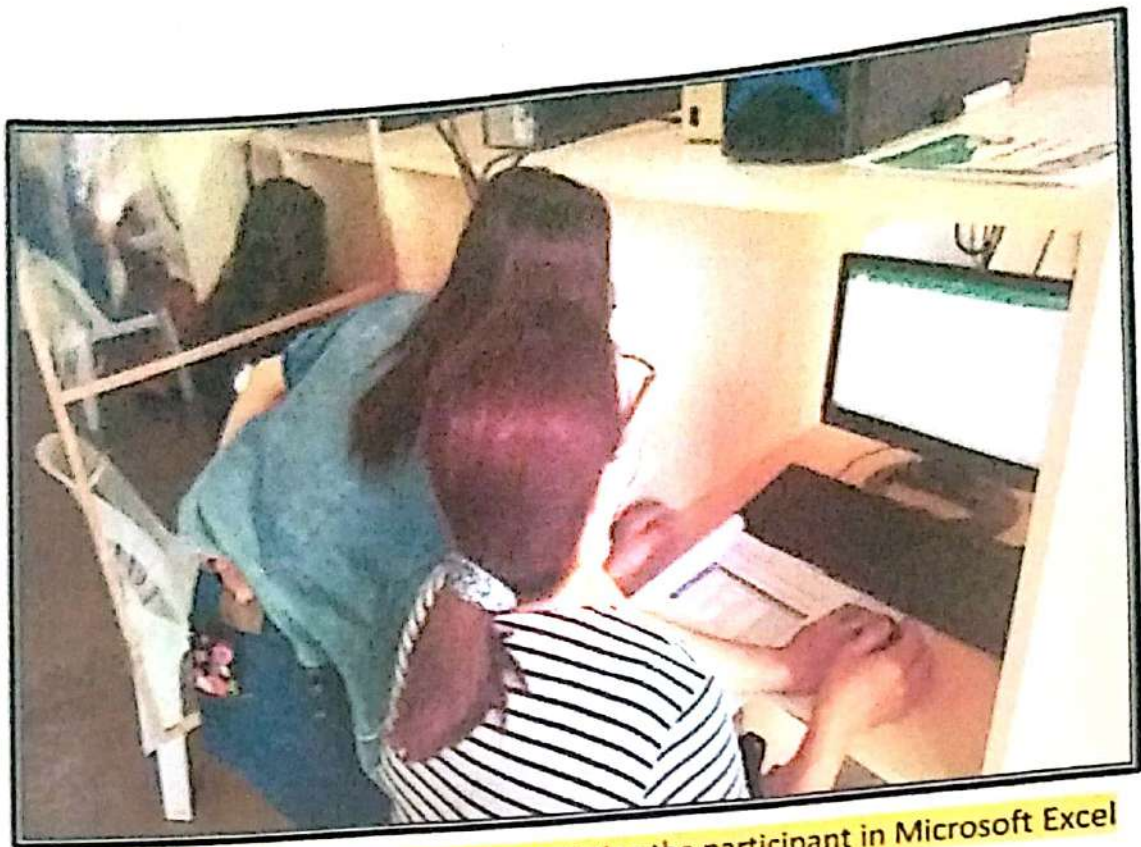
Mr. Robert Fermanejo assisting one of the participant in file management



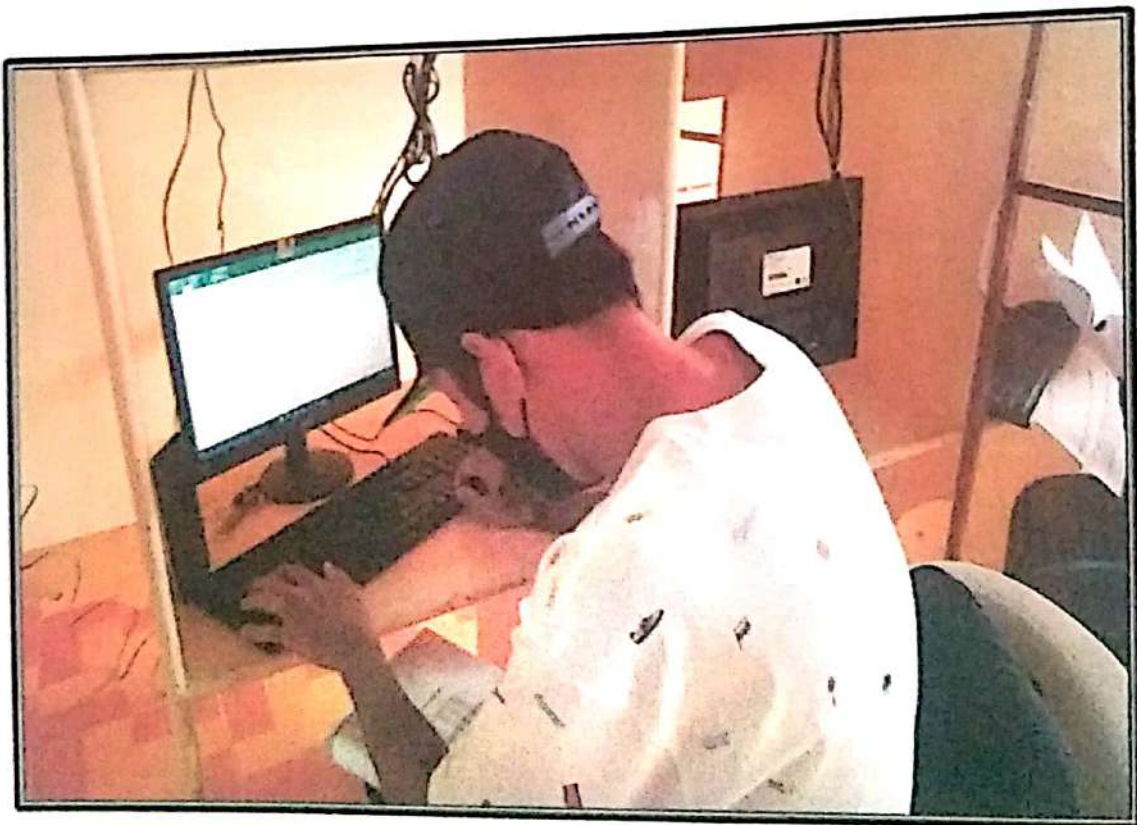
Ma'am Ana Gadon discussing about Microsoft Excel topic



Participant reviewing her module during the actual training in Microsoft Excel



Student facilitator, Florean Manliguez assisting the participant in Microsoft Excel



Participant doing his task during the hand-on drill exercises in Microsoft Excel



Participant giving her impression on the recently concluded training-workshop



Participant receiving his certificate of completion of the training during the closing program



Resource speaker, Engr. Dayne Fradejas receiving his certificate of appreciation during the closing program



ABC President-Liga ng mga Barangay, Hon. Juvy Faderogaya giving his words appreciation during the closing program

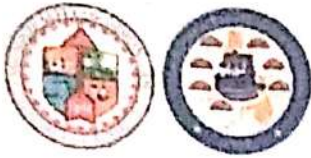


Photo opportunities with the faculty and student facilitators during the closing program



Photo opportunities together with the participants, guests, resource speakers and faculty & student facilitators during the closing program

REQUEST LETTER



Republic of the Philippines
Province of Romblon
Municipality of Odiongan

February 25, 2021

CARLWIN V. DAYAGDAG
IIT Director
RSU Main Campus
Brgy Liwanag, Odiongan, Romblon

Sir;

This is to request assistance from your College to train Barangay Officials/ Functionaries on the basic use and troubleshooting of computer programs and hardware. The Liga ng mga Barangay Odiongan-Chapter is willing to have a cost-sharing scheme for the realization of the said activity.

Thank you.


JUVY F. FADEROGAYA, EnP
LnB President
Odiongan Chapter

Noted


SYRNA FLORIB. ERPILUA
MLGOO

INDIVIDUAL EVALUATION

**Romblon State University
INSTITUTE OF INFORMATION TECHNOLOGY
Odiongan, Romblon**

CommuniTECH: Technical Capability Building on Records Management
November 6,7 and 9, 2021

Evaluation Form

Name (Optional) : _____
Position : BREV TREASURER
Barangay : Palat

Directions: Kindly evaluate the following aspects of the training by using the scale below. Check the rate that corresponds to your choice.

Items	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1. The training workshop met my expectations.	✓				
2. I learned new information/ideas from the training.	✓				
3. The presentations were relevant and can be applied in practical use.	✓				
4. The presentations were organized and easy to understand.	✓				
5. The resource persons were knowledgeable and expert in their respective topic.	✓				
6. Participation and interaction were encouraged.	✓				
7. Adequate time was allotted for questions and discussion.	✓				
8. The Organizing Team is approachable & responsive.	✓				

Please indicate your impression on the items listed below:

a) Most useful presentation/training to me?

Shortcut keys / excel

b) Which aspect of the training needs improvement?

excel function

c) How do you rate the overall training?

✓ Excellent ___ Good ___ Average ___ Poor ___ Very Poor

Other Comments/Recommendations/Suggestions:

The Event _____
Mgt. Staff _____
Food _____
Venue _____
Co-Participants _____

Overall Excellent. Thank you for teaching us patiently. God Bless you all.

Thank You for Your Participation!!!

Romblon State University
INSTITUTE OF INFORMATION TECHNOLOGY
 Odiongan, Romblon

CommuniTECH: Technical Capability Building on Records Management
 November 6, 7 and 9 2021

Evaluation Form

Name (Optional): ACE M. FARIAN
 Position: KALAWAD
 Barangay: LIBONIP

Directions: Kindly evaluate the following aspects of the training by using the scale below. Check the rate that corresponds to your choice.

Items	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1. The training workshop met my expectations.	✓				
2. I learned new information/ideas from the training.	✓				
3. The presentations were relevant and can be applied in practical use.	✓				
4. The presentations were organized and easy to understand.	✓				
5. The resource persons were knowledgeable and expert in their respective topic.	✓				
6. Participation and interaction were encouraged.	✓				
7. Adequate time was allotted for questions and discussion.	✓				
8. The Organizing Team is approachable & responsive.	✓				

Please indicate your impression on the items listed below:

- a) Most useful presentation/training to me?
(EXCELLENT) EXCEL PRESENTATION
- b) Which aspect of the training needs improvement?
None with connection
- c) How do you rate the overall training?
 Excellent ___ Good ___ Average ___ Poor ___ Very Poor

Other Comments/Recommendations/Suggestions:

The Event VERY GOOD

Mgt. Staff VERY GOOD / VERY ACCOMMODATING

Food VERY GOOD

Venue VERY GOOD

Co-Participants VERY GOOD

Thank you for your Participation!!!

Romblon State University
INSTITUTE OF INFORMATION TECHNOLOGY
Odiongan, Romblon

CommuniTECH: Technical Capability Building on Records Management
 November 6,7 and 1 2021

Evaluation Form

Name (Optional): _____
 Position: Public Secretary
 Barangay: Danlag

Directions: Kindly evaluate the following aspects of the training by using the scale below. Check the rate that corresponds to your choice.

Items	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1. The training workshop met my expectations.		/			
2. I learned new information/ideas from the training.		/			
3. The presentations were relevant and can be applied in practical use.		/			
4. The presentations were organized and easy to understand.		/			
5. The resource persons were knowledgeable and expert in their respective topic.	/				
6. Participation and interaction were encouraged.		/			
7. Adequate time was allotted for questions and discussion.		/			
8. The Organizing Team is approachable & responsive.		/			

Please indicate your impression on the items listed below:

a) Most useful presentation/training to me?

Hands on Excel

b) Which aspect of the training needs improvement?

internet connection

c) How do you rate the overall training?

___ Excellent / Good ___ Average ___ Poor ___ Very Poor

Other Comments/Recommendations/Suggestions:

The Event 100%
 Mgt. Staff 100%
 Food needed na yan
 Venue all good
 Co-Participants all good

Romblon State University
INSTITUTE OF INFORMATION TECHNOLOGY
 Odiongan, Romblon

CommuniTECH: Technical Capability Building on Records Management
 November 6, 7 and 8, 2021

Evaluation Form

Name (Optional): _____
 Position: Blatt Kayward
 Barangay: Tubig Agat

Directions: Kindly evaluate the following aspects of the training by using the scale below. Check the rate that corresponds to your choice.

Items	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1. The training workshop met my expectations.		/			
2. I learned new information/ideas from the training.		/			
3. The presentations were relevant and can be applied in practical use.		/			
4. The presentations were organized and easy to understand.		/			
5. The resource persons were knowledgeable and expert in their respective topic.	/				
6. Participation and interaction were encouraged.		/			
7. Adequate time was allotted for questions and discussion.		/			
8. The Organizing Team is approachable & responsive.	/				

Please indicate your impression on the items listed below:

a) Most useful presentation/training to me?

Excellent

b) Which aspect of the training needs improvement?

Excel

c) How do you rate the overall training?

Excellent Good Average Poor Very Poor

Other Comments/Recommendations/Suggestions:

The Event satisfied
 Mgt. Staff satisfied
 Food satisfied
 Venue satisfied
 Co-Participants satisfied

Thank you for your Participation!!!

Romblon State University
INSTITUTE OF INFORMATION TECHNOLOGY
 Odiongan, Romblon

CommuniTECH: Technical Capability Building on Records Management
 November 6, 7 and 9, 2021

Evaluation Form

Name (Optional): _____
 Position: Mary Nazam
 Barangay: Dapawan

Directions: Kindly evaluate the following aspects of the training by using the scale below. Check the rate that corresponds to your choice.

Items	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1. The training workshop met my expectations.	/				
2. I learned new information/ideas from the training.		/			
3. The presentations were relevant and can be applied in practical use.	/				
4. The presentations were organized and easy to understand.	/				
5. The resource persons were knowledgeable and expert in their respective topic.	/				
6. Participation and interaction were encouraged.	/				
7. Adequate time was allotted for questions and discussion.	/				
8. The Organizing Team is approachable & responsive.	/				

Please indicate your impression on the items listed below:

a) Most useful presentation/training to me?

b) Which aspect of the training needs improvement?

c) How do you rate the overall training?

___ Excellent Good ___ Average ___ Poor ___ Very Poor

Other Comments/Recommendations/Suggestions:

The Event was very ^{good} & very interesting for me. What I have learned is another step to knowledge on my part.

Mgt. Staff Very

Food very good

Venue great!

Co-Participants Very cooperative

Thank you for your Participation!!!

Romblon State University
INSTITUTE OF INFORMATION TECHNOLOGY
Odiangan, Romblon

CommuniTECH: Technical Capability Building on Records Management
 November 6, 7 and 9, 2021

Evaluation Form

Name (Optional): _____
 Position: Prog. Train
 Barangay: Panigay

Directions: Kindly evaluate the following aspects of the training by using the scale below. Check the rate that corresponds to your choice.

Items	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1. The training workshop met my expectations.		✓			
2. I learned new information/ideas from the training.		✓			
3. The presentations were relevant and can be applied in practical use.			✓		
4. The presentations were organized and easy to understand.		✓			
5. The resource persons were knowledgeable and expert in their respective topic.			✓		
6. Participation and interaction were encouraged.		✓			
7. Adequate time was allotted for questions and discussion.			✓		
8. The Organizing Team is approachable & responsive.		✓	4		

Please indicate your impression on the items listed below:

- a) Most useful presentation/training to me?
Yes
- b) Which aspect of the training needs improvement?
Excel.
- c) How do you rate the overall training?
 ___ Excellent Good ___ Average ___ Poor ___ Very Poor

Other Comments/Recommendations/Suggestions:

The Event _____
 Mgt. Staff Very Appreciable
 Food etc.
 Venue well ventilated
 Co-Participants in good time

Romblon State University
INSTITUTE OF INFORMATION TECHNOLOGY
 Odiongan, Romblon

CommuniTECH: Technical Capability Building on Records Management
 November 6,7 and 9, 2021

Evaluation Form

Name (Optional): Jeanne P. Felina
 Position: Prog. Secretary
 Barangay: Budlong

Directions: Kindly evaluate the following aspects of the training by using the scale below. Check the rate that corresponds to your choice.

Items	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1. The training workshop met my expectations.			/		
2. I learned new information/ideas from the training.		/			
3. The presentations were relevant and can be applied in practical use.		/			
4. The presentations were organized and easy to understand.		/			
5. The resource persons were knowledgeable and expert in their respective topic.		/			
6. Participation and interaction were encouraged.		/			
7. Adequate time was allotted for questions and discussion.		/			
8. The Organizing Team is approachable & responsive.		/			

Please indicate your impression on the items listed below:

a) Most useful presentation/training to me?

Excel

b) Which aspect of the training needs improvement?

None

c) How do you rate the overall training?

Excellent Good Average Poor Very Poor

Other Comments/Recommendations/Suggestions:

The Event Good

Mgt. Staff Good

Food Average

Venue Good

Co-Participants Good

Thank you for your Participation!!!

**Romblon State University
INSTITUTE OF INFORMATION TECHNOLOGY
Odiongan, Romblon**

CommuniTECH: Technical Capability Building on Records Management
November 6, 7 and 9 2021

Evaluation Form

Name (Optional): _____
 Position: _____
 Barangay: 116 AYH, ODIONGAN, ROMBLON

Directions: Kindly evaluate the following aspects of the training by using the scale below. Check the rate that corresponds to your choice.

Items	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1. The training workshop met my expectations.	/				
2. I learned new information/ideas from the training.	/				
3. The presentations were relevant and can be applied in practical use.	/				
4. The presentations were organized and easy to understand.	/				
5. The resource persons were knowledgeable and expert in their respective topic.	/				
6. Participation and interaction were encouraged.	/				
7. Adequate time was allotted for questions and discussion.	/				
8. The Organizing Team is approachable & responsive.	/				

Please indicate your impression on the items listed below:

a) Most useful presentation/training to me?

ALL TOPICS

b) Which aspect of the training needs improvement?

c) How do you rate the overall training?

Excellent Good Average Poor Very Poor

Other Comments/Recommendations/Suggestions:

The Event VERY GOOD

Mgt. Staff EXCELLENT

Food VERY GOOD

Venue NICE VENUE

Co-Participants PARTICIPATING

Thank You for your Participation!!!

Romblon State University
INSTITUTE OF INFORMATION TECHNOLOGY
 Odiongan, Romblon

CommuniTECH: Technical Capability Building on Records Management
 November 6,7 and 9 2021

Evaluation Form

Name (Optional) : _____
 Position : BARANGAY KAGAWAD
 Barangay : TULAY

Directions: Kindly evaluate the following aspects of the training by using the scale below. Check the rate that corresponds to your choice.

Items	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1. The training workshop met my expectations.	✓				
2. I learned new information/ideas from the training.	✓				
3. The presentations were relevant and can be applied in practical use.	✓				
4. The presentations were organized and easy to understand.		✓			
5. The resource persons were knowledgeable and expert in their respective topic.	✓				
6. Participation and interaction were encouraged.		✓			
7. Adequate time was allotted for questions and discussion.	✓				
8. The Organizing Team is approachable & responsive.	✓				

Please indicate your impression on the items listed below:

a) Most useful presentation/training to me?

EXCEL (DAY 2 & 3)

b) Which aspect of the training needs improvement?

EXCEL DISCUSSION

c) How do you rate the overall training?

Excellent ___ Good ___ Average ___ Poor ___ Very Poor

Other Comments/Recommendations/Suggestions:

The Event EXCELLENT

Mgt. Staff GOOD

Food GOOD

Venue GOOD

Co-Participants GOOD

Thank You for Your Participation!!!

Romblon State University
INSTITUTE OF INFORMATION TECHNOLOGY
 Odiongan, Romblon

CommuniTECH: Technical Capability Building on Records Management
 November 6, 7 and 8, 2021

Evaluation Form

Name (Optional): JOHN MARK P. MARTIREZ
 Position: BARANGAY KAGAWAD
 Barangay: RIZAL, ODIONGAN

Directions: Kindly evaluate the following aspects of the training by using the scale below. Check the rate that corresponds to your choice.

Items	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1. The training workshop met my expectations.	✓				
2. I learned new information/ideas from the training.	✓				
3. The presentations were relevant and can be applied in practical use.	✓				
4. The presentations were organized and easy to understand.	✓				
5. The resource persons were knowledgeable and expert in their respective topic.	✓				
6. Participation and interaction were encouraged.	✓				
7. Adequate time was allotted for questions and discussion.	✓				
8. The Organizing Team is approachable & responsive.	✓				

Please indicate your impression on the items listed below:

a) Most useful presentation/training to me?

THE MOST USEFUL PRESENTATION FOR ME IS ABOUT ~~EX~~

b) Which aspect of the training needs improvement?

~~(I IMPROVE MY KNOWLEDGE AND SKILL IN COMPUTER)~~

c) How do you rate the overall training?

Excellent
 ___ Good
 ___ Average
 ___ Poor
 ___ Very Poor

Other Comments/Recommendations/Suggestions:

The Event	<u>IS VERY APPRECIATED AND VERY GOOD</u>
Mgt. Staff	<u>GOOD</u>
Food	<u>GOOD</u>
Venue	<u>GOOD</u>
Co-Participants	<u>GOOD</u>

Thank you for your Participation!!!

Romblon State University
INSTITUTE OF INFORMATION TECHNOLOGY
 Odiongan, Romblon

CommuniTECH: Technical Capability Building on Records Management
 November 6,7 and 9, 2021

Evaluation Form

Name (Optional): Mary Jane Guro Gamol
 Position: Brge. Kagawad
 Barangay: Prog. Bkt

Directions: Kindly evaluate the following aspects of the training by using the scale below. Check the rate that corresponds to your choice.

Items	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1. The training workshop met my expectations.	✓				
2. I learned new information/ideas from the training.	✓				
3. The presentations were relevant and can be applied in practical use.	✓				
4. The presentations were organized and easy to understand.	✓				
5. The resource persons were knowledgeable and expert in their respective topic.	✓				
6. Participation and interaction were encouraged.	✓				
7. Adequate time was allotted for questions and discussion.	✓				
8. The Organizing Team is approachable & responsive.	✓				

Please indicate your impression on the items listed below:

a) Most useful presentation/training to me?

Using the Excel

b) Which aspect of the training needs improvement?

Excel

c) How do you rate the overall training?

Excellent Good Average Poor Very Poor

Other Comments/Recommendations/Suggestions:

The Event Excellent
 Mgt. Staff Excellent
 Food Good
 Venue Good
 Co-Participants Good

Thank you for your Participation!!!

Romblon State University
INSTITUTE OF INFORMATION TECHNOLOGY
Odiongan, Romblon

CommuniTECH: Technical Capability Building on Records Management
 November 6,7 and 9, 2021

Evaluation Form

Name (Optional) : _____
 Position : Bong Jimenez
 Barangay : Pinatub

Directions: Kindly evaluate the following aspects of the training by using the scale below. Check the rate that corresponds to your choice.

Items	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1. The training workshop met my expectations.	✓				
2. I learned new information/ideas from the training.	✓				
3. The presentations were relevant and can be applied in practical use.	✓				
4. The presentations were organized and easy to understand.	✓				
5. The resource persons were knowledgeable and expert in their respective topic.	✓				
6. Participation and interaction were encouraged.	✓				
7. Adequate time was allotted for questions and discussion.	✓				
8. The Organizing Team is approachable & responsive.	✓				

Please indicate your impression on the items listed below:

- a) Most useful presentation/training to me?
BU topic
- b) Which aspect of the training needs improvement?
Excel
- c) How do you rate the overall training?
 Excellent ___ Good ___ Average ___ Poor ___ Very Poor

Other Comments/Recommendations/Suggestions:

The Event Very Good

Mgt. Staff Excellent

Food Very good nutrition

Venue clean

Co-Participants cooperative

Thank You for Your Participation!!!

CommuniTECH: Technical Capability Building on Records Management
 November 6,7 and 9 2021

Evaluation Form

Name (Optional): Cipero
 Position: PRIVY VOUCHER
 Barangay: PELOPETA ESTE

Directions: Kindly evaluate the following aspects of the training by using the scale below. Check the rate that corresponds to your choice.

Items	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1. The training workshop met my expectations.		/			
2. I learned new information/ideas from the training.		/			
3. The presentations were relevant and can be applied in practical use.		/			
4. The presentations were organized and easy to understand.		/			
5. The resource persons were knowledgeable and expert in their respective topic.		/			
6. Participation and interaction were encouraged.		/			
7. Adequate time was allotted for questions and discussion.		/			
8. The Organizing Team is approachable & responsive.		/			

Please indicate your impression on the items listed below:

a) Most useful presentation/training to me?

b) Which aspect of the training needs improvement?

c) How do you rate the overall training?

Excellent Good Average Poor Very Poor

Other Comments/Recommendations/Suggestions:

The Event

Mgt. Staff

excellent

Food

good

Venue

good

Co-Participants

good

Thank You for Your Participation!!!

Romblon State University
INSTITUTE OF INFORMATION TECHNOLOGY
 Odiongan, Romblon

CommuniTECH: Technical Capability Building on Records Management
 November 6,7 and 9, 2021

Evaluation Form

Name (Optional) : _____
 Position : _____
 Barangay : _____

Directions: Kindly evaluate the following aspects of the training by using the scale below. Check the rate that corresponds to your choice.

Items	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1. The training workshop met my expectations.	/				
2. I learned new information/ideas from the training.	/				
3. The presentations were relevant and can be applied in practical use.	/				
4. The presentations were organized and easy to understand.	/				
5. The resource persons were knowledgeable and expert in their respective topic.	/				
6. Participation and interaction were encouraged.	/				
7. Adequate time was allotted for questions and discussion.	/				
8. The Organizing Team is approachable & responsive.	/				

Please indicate your impression on the items listed below:

a) Most useful presentation/training to me?

PRACTICAL APPLICATION OF SKILLS TAUGHT AFTER LECTURE

b) Which aspect of the training needs improvement?

NONE

c) How do you rate the overall training?

/ Excellent ___ Good ___ Average ___ Poor ___ Very Poor

Other Comments/Recommendations/Suggestions:

The Event _____
 Mgt. Staff _____
 Food _____
 Venue _____
 Co-Participants _____

Romblon State University
INSTITUTE OF INFORMATION TECHNOLOGY
 Odiongan, Romblon

CommuniTECH: Technical Capability Building on Records Management
 November 6,7 and 9 2021

Evaluation Form

Name (Optional) : _____
 Position : _____
 Barangay : _____

Directions: Kindly evaluate the following aspects of the training by using the scale below. Check the rate that corresponds to your choice.

Items	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1. The training workshop met my expectations.	/				
2. I learned new information/ideas from the training.	/				
3. The presentations were relevant and can be applied in practical use.	/				
4. The presentations were organized and easy to understand.	/				
5. The resource persons were knowledgeable and expert in their respective topic.	/				
6. Participation and interaction were encouraged.	/				
7. Adequate time was allotted for questions and discussion.	/				
8. The Organizing Team is approachable & responsive.		/			

Please indicate your impression on the items listed below:

a) Most useful presentation/training to me?

Microsoft Excel

b) Which aspect of the training needs improvement?

Microsoft Excel

c) How do you rate the overall training?

/ Excellent ___ Good ___ Average ___ Poor ___ Very Poor

Other Comments/Recommendations/Suggestions:

The Event _____
 Mgt. Staff _____
 Food _____
 Venue _____
 Co-Participants _____

Thank You for Your Participation!!!

Romblon State University
INSTITUTE OF INFORMATION TECHNOLOGY
 Odiongan, Romblon

CommuniTECH: Technical Capability Building on Records Management
 November 6,7 and 9 2021

Evaluation Form

Name (Optional) : _____
 Position : _____
 Barangay : _____

Directions: Kindly evaluate the following aspects of the training by using the scale below. Check the rate that corresponds to your choice.

Items	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1. The training workshop met my expectations.		/			
2. I learned new information/ideas from the training.		/			
3. The presentations were relevant and can be applied in practical use.		/			
4. The presentations were organized and easy to understand.		/			
5. The resource persons were knowledgeable and expert in their respective topic.		/			
6. Participation and interaction were encouraged.		/			
7. Adequate time was allotted for questions and discussion.		/			
8. The Organizing Team is approachable & responsive.		/			

Please indicate your impression on the items listed below:

a) Most useful presentation/training to me?

_____ MICROSOFT EXCEL _____

b) Which aspect of the training needs improvement?

c) How do you rate the overall training?

___ Excellent Good ___ Average ___ Poor ___ Very Poor

Other Comments/Recommendations/Suggestions:

The Event _____

Mgt. Staff _____

Food _____

Venue _____

Co-Participants _____

Thank you for your Participation!!!

Romblon State University
INSTITUTE OF INFORMATION TECHNOLOGY
Odiougan, Romblon

CommuniTECH: Technical Capability Building on Records Management
 November 6, 7 and 8, 2021

Evaluation Form

Name (Optional): _____
 Position: Devy Garcia
 Barangay: Tambogon, Odiougan, Romblon

Directions: Kindly evaluate the following aspects of the training by using the scale below. Check the rate that corresponds to your choice.

Items	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1. The training workshop met my expectations.		✓			
2. I learned new information/ideas from the training.		✓			
3. The presentations were relevant and can be applied in practical use.		✓			
4. The presentations were organized and easy to understand.		✓			
5. The resource persons were knowledgeable and expert in their respective topic.		✓			
6. Participation and interaction were encouraged.		✓			
7. Adequate time was allotted for questions and discussion.		✓			
8. The Organizing Team is approachable & responsive.		✓			

Please indicate your impression on the items listed below:

- a) Most useful presentation/training to me?
Hands on training is excellent
- b) Which aspect of the training needs improvement?
Internet connection
- c) How do you rate the overall training?
 ___ Excellent ✓ Good ___ Average ___ Poor ___ Very Poor

Other Comments/Recommendations/Suggestions:

The Event _____
 Mgt. Staff _____
 Food _____
 Venue _____
 Co-Participants _____

Thank You for Your Participation!!!

Romblon State University
INSTITUTE OF INFORMATION TECHNOLOGY
Odiongan, Romblon

CommuniTECH: Technical Capability Building on Records Management
 November 6, 7 and 8, 2021

Evaluation Form

Name (Optional) : RISA FORCADO
 Position : _____
 Barangay : _____

Directions: Kindly evaluate the following aspects of the training by using the scale below. Check the rate that corresponds to your choice.

Items	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1. The training workshop met my expectations.		/			
2. I learned new information/ideas from the training.	/				
3. The presentations were relevant and can be applied in practical use.	/				
4. The presentations were organized and easy to understand.	/				
5. The resource persons were knowledgeable and expert in their respective topic.	/				
6. Participation and interaction were encouraged.	/				
7. Adequate time was allotted for questions and discussion.	/				
8. The Organizing Team is approachable & responsive.	/				

Please indicate your impression on the items listed below:

a) Most useful presentation/training to me?

EXCEL

b) Which aspect of the training needs improvement?

c) How do you rate the overall training?

/ Excellent ___ Good ___ Average ___ Poor ___ Very Poor

Other Comments/Recommendations/Suggestions:

The Event

Mgt. Staff

Food

Venue

Co-Participants

Thank You for Your Participation!!!

Romblon State University
INSTITUTE OF INFORMATION TECHNOLOGY
 Odiongan, Romblon

CommuniTECH: Technical Capability Building on Records Management
 November 6, 7 and 8, 2021

Evaluation Form

Name (Optional): _____
 Position: Barangay Treasurer
 Barangay: buobuobu

Directions: Kindly evaluate the following aspects of the training by using the scale below. Check the rate that corresponds to your choice.

Items	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1. The training workshop met my expectations.		/			
2. I learned new information/ideas from the training.	/				
3. The presentations were relevant and can be applied in practical use.	/				
4. The presentations were organized and easy to understand.	/				
5. The resource persons were knowledgeable and expert in their respective topic.	/				
6. Participation and interaction were encouraged.		/			
7. Adequate time was allotted for questions and discussion.		/			
8. The Organizing Team is approachable & responsive.		/			

Please indicate your impression on the items listed below:

- a) Most useful presentation/training to me?

- b) Which aspect of the training needs improvement?

- c) How do you rate the overall training?
 Excellent Good Average Poor Very Poor

Other Comments/Recommendations/Suggestions:

The Event _____
 Mgt. Staff _____
 Food _____
 Venue _____
 Co-Participants _____

Thank you for your Participation!!!

CommuniTECH: Technical Capability Building on Records Management
 November 6, 7 and 9, 2021

Evaluation Form

Name (Optional): Rizalyn L. Palar
 Position: Energy Secretary
 Barangay: Campanile

Directions: Kindly evaluate the following aspects of the training by using the scale below. Check the rate that corresponds to your choice.

Items	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1. The training workshop met my expectations.	/				
2. I learned new information/ideas from the training.		/			
3. The presentations were relevant and can be applied in practical use.	/				
4. The presentations were organized and easy to understand.	/				
5. The resource persons were knowledgeable and expert in their respective topic.	/				
6. Participation and interaction were encouraged.	/				
7. Adequate time was allotted for questions and discussion.	/				
8. The Organizing Team is approachable & responsive.	/				

Please indicate your impression on the items listed below:

a) Most useful presentation/training to me?

Equal

b) Which aspect of the training needs improvement?

c) How do you rate the overall training?

Excellent Good Average Poor Very Poor

Other Comments/Recommendations/Suggestions:

The Event _____

Mgt. Staff _____

Food ok

Venue AVR- so cold,

Co-Participants _____

Thank You for Your Participation!!!

Romblon State University
INSTITUTE OF INFORMATION TECHNOLOGY
Odiongan, Romblon

CommuniTECH: Technical Capability Building on Records Management
 November 6,7 and 11 2021

Evaluation Form

Name (Optional) : _____
 Position : Brgy Kag.
 Barangay : Tabang - Lupa

Directions: Kindly evaluate the following aspects of the training by using the scale below. Check the rate that corresponds to your choice.

Items	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1. The training workshop met my expectations.		✓			
2. I learned new information/ideas from the training.		✓			
3. The presentations were relevant and can be applied in practical use.		✓			
4. The presentations were organized and easy to understand.		/			
5. The resource persons were knowledgeable and expert in their respective topic.	/				
6. Participation and interaction were encouraged.		/			
7. Adequate time was allotted for questions and discussion.		/			
8. The Organizing Team is approachable & responsive.	/				

Please indicate your impression on the items listed below:

- a) Most useful presentation/training to me?
Excellent Excl
- b) Which aspect of the training needs improvement?
not
- c) How do you rate the overall training?
 Excellent Good Average Poor Very Poor

Other Comments/Recommendations/Suggestions:

The Event Satisfied

Mgt. Staff satisfied

Food satisfied

Venue satisfied

Co-Participants satisfied

Thank you for your Participation!!!

Romblon State University
INSTITUTE OF INFORMATION TECHNOLOGY
Odiongan, Romblon

CommuniTECH: Technical Capability Building on Records Management
 November 6,7 and 8, 2021

Evaluation Form

Name (Optional) : _____
 Position : Branch Treasurer
 Barangay : _____

Directions: Kindly evaluate the following aspects of the training by using the scale below. Check the rate that corresponds to your choice.

Items	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1. The training workshop met my expectations.			/		
2. I learned new information/ideas from the training.			/		
3. The presentations were relevant and can be applied in practical use.			/		
4. The presentations were organized and easy to understand.			/		
5. The resource persons were knowledgeable and expert in their respective topic.		/			
6. Participation and interaction were encouraged.		/			
7. Adequate time was allotted for questions and discussion.		/			
8. The Organizing Team is approachable & responsive.		/			

Please indicate your impression on the items listed below:

a) Most useful presentation/training to me?

b) Which aspect of the training needs improvement?

c) How do you rate the overall training?

___ Excellent ___ Good ___ Average ___ Poor ___ Very Poor

Other Comments/Recommendations/Suggestions:

The Event _____
 Mgt. Staff _____
 Food _____
 Venue _____
 Co-Participants _____

Thank you for your Participation!!!

Romblon State University
INSTITUTE OF INFORMATION TECHNOLOGY
 Odlongan, Romblon

CommuniTECH: Technical Capability Building on Records Management
 November 6, 7 and 8 2021

Evaluation Form

Name (Optional) : _____
 Position : SK
 Barangay : LIFE 21A 13

Directions: Kindly evaluate the following aspects of the training by using the scale below. Check the rate that corresponds to your choice.

Items	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1. The training workshop met my expectations.		/			
2. I learned new information/ideas from the training.	/				
3. The presentations were relevant and can be applied in practical use.	/				
4. The presentations were organized and easy to understand.		/			
5. The resource persons were knowledgeable and expert in their respective topic.		/			
6. Participation and interaction were encouraged.	/				
7. Adequate time was allotted for questions and discussion.	/				
8. The Organizing Team is approachable & responsive.		/			

Please indicate your impression on the items listed below:

a) Most useful presentation/training to me?

Excel Presentation

b) Which aspect of the training needs improvement?

Internet connection

c) How do you rate the overall training?

Excellent ___ Good ___ Average ___ Poor ___ Very Poor

Other Comments/Recommendations/Suggestions:

The Event 10/10 :)
 Mgt. Staff Excellent!
 Food okay lang pa! hehe
 Venue all good!
 Co-Participants vibes ☺

Thank you for your Participation!!!

Romblon State University
INSTITUTE OF INFORMATION TECHNOLOGY
 Odiongan, Romblon

CommuniTECH: Technical Capability Building on Records Management
 November 6, 7 and 9, 2021

Evaluation Form

Name (Optional) : _____
 Position : Bray-Treasurer
 Barangay : Amahao

Directions: Kindly evaluate the following aspects of the training by using the scale below. Check the rate that corresponds to your choice.

Items	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1. The training workshop met my expectations.		/			
2. I learned new information/ideas from the training.	/				
3. The presentations were relevant and can be applied in practical use.	/				
4. The presentations were organized and easy to understand.	/				
5. The resource persons were knowledgeable and expert in their respective topic.	/				
6. Participation and interaction were encouraged.	/				
7. Adequate time was allotted for questions and discussion.	/				
8. The Organizing Team is approachable & responsive.	/				

Please indicate your impression on the items listed below:

a) Most useful presentation/training to me?

EXCEL

b) Which aspect of the training needs improvement?

c) How do you rate the overall training?

/ Excellent ___ Good ___ Average ___ Poor ___ Very Poor

Other Comments/Recommendations/Suggestions:

The Event _____
 Mgt. Staff _____
 Food _____
 Venue _____
 Co-Participants _____

Thank You for Your Participation!!!

Romblon State University
INSTITUTE OF INFORMATION TECHNOLOGY
Odiongan, Romblon

CommuniTECH: Technical Capability Building on Records Management
 November 6, 7 and 7, 2021

Evaluation Form

Name (Optional): _____
 Position: Asst. Secretary
 Barangay: San Isidro

Directions: Kindly evaluate the following aspects of the training by using the scale below. Check the rate that corresponds to your choice.

Items	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1. The training workshop met my expectations.			/		
2. I learned new information/ideas from the training.		/			
3. The presentations were relevant and can be applied in practical use.		/			
4. The presentations were organized and easy to understand.		/			
5. The resource persons were knowledgeable and expert in their respective topic.	/				
6. Participation and interaction were encouraged.	/				
7. Adequate time was allotted for questions and discussion.	/				
8. The Organizing Team is approachable & responsive.	/				

Please indicate your impression on the items listed below:

a) Most useful presentation/training to me?

File Management / Excel

b) Which aspect of the training needs improvement?

None

c) How do you rate the overall training?

Excellent Good Average Poor Very Poor

Other Comments/Recommendations/Suggestions:

The Event _____
 Mgt. Staff _____
 Food _____
 Venue _____
 Co-Participants _____

Thank you for your Participation!!!

Romblon State University
INSTITUTE OF INFORMATION TECHNOLOGY
Odiongan, Romblon

CommuniTECH: Technical Capability Building on Records Management
 November 6,7 and 9 2021

Evaluation Form

Name (Optional): DINA S. DELA VEGA
 Position: PUNONG BAHAYAN
 Barangay: PUNGGUETO WESTE

Directions: Kindly evaluate the following aspects of the training by using the scale below. Check the rate that corresponds to your choice.

Items	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1. The training workshop met my expectations.	/				
2. I learned new information/ideas from the training.	/				
3. The presentations were relevant and can be applied in practical use.	/				
4. The presentations were organized and easy to understand.	/				
5. The resource persons were knowledgeable and expert in their respective topic.	/				
6. Participation and interaction were encouraged.	/				
7. Adequate time was allotted for questions and discussion.	/				
8. The Organizing Team is approachable & responsive.	/				

Please indicate your impression on the items listed below:

a) Most useful presentation/training to me?

Most useful presentation to me is for EXCEL

b) Which aspect of the training needs improvement?

NONE

c) How do you rate the overall training?

/ Excellent ___ Good ___ Average ___ Poor ___ Very Poor

Other Comments/Recommendations/Suggestions:

The Event _____
 Mgt. Staff _____
 Food _____
 Venue _____
 Co-Participants _____

Thank You for Your Participation!!!

Romblon State University
INSTITUTE OF INFORMATION TECHNOLOGY
 Odiongan, Romblon

CommuniTECH: Technical Capability Building on Records Management
 November 6, 7 and 9, 2021

Evaluation Form

Name (Optional): _____
 Position: Barangay (Purok) Captain
 Barangay: Tulay, Odiongan, Romblon

Directions: Kindly evaluate the following aspects of the training by using the scale below. Check the rate that corresponds to your choice.

Items	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1. The training workshop met my expectations.	✓				
2. I learned new information/ideas from the training.	✓				
3. The presentations were relevant and can be applied in practical use.	✓				
4. The presentations were organized and easy to understand.	✓				
5. The resource persons were knowledgeable and expert in their respective topic.	✓				
6. Participation and interaction were encouraged.		✓			
7. Adequate time was allotted for questions and discussion.		✓			
8. The Organizing Team is approachable & responsive.	✓				

Please indicate your impression on the items listed below:

a) Most useful presentation/training to me?

b) Which aspect of the training needs improvement?

c) How do you rate the overall training?

___ Excellent Good ___ Average ___ Poor ___ Very Poor

Other Comments/Recommendations/Suggestions:

The Event Good
 Mgt. Staff Good
 Food ✓
 Venue ✓
 Co-Participants ✓

Thank You for Your Participation!!!

Romblon State University
INSTITUTE OF INFORMATION TECHNOLOGY
 Odiongan, Romblon

CommuniTECH: Technical Capability Building on Records Management
 November 6, 7 and 9, 2021

Evaluation Form

Name (Optional): Penny S. Gujo
 Position: Brgy. Kagawad
 Barangay: Progreso West

Directions: Kindly evaluate the following aspects of the training by using the scale below. Check the rate that corresponds to your choice.

Items	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1. The training workshop met my expectations.		/			
2. I learned new information/ideas from the training.		/			
3. The presentations were relevant and can be applied in practical use.		/			
4. The presentations were organized and easy to understand.		/			
5. The resource persons were knowledgeable and expert in their respective topic.		/			
6. Participation and interaction were encouraged.			/		
7. Adequate time was allotted for questions and discussion.		/			
8. The Organizing Team is approachable & responsive.		/			

Please indicate your impression on the items listed below:

a) Most useful presentation/training to me?

Marami po akong natutunan sa training, Thank u po!!

b) Which aspect of the training needs improvement?

c) How do you rate the overall training?

/ Excellent ___ Good ___ Average ___ Poor ___ Very Poor

Other Comments/Recommendations/Suggestions:

The Event _____
 Mgt. Staff _____
 Food _____
 Venue _____
 Co-Participants _____

Thank you for your Participation!!!

Romblon State University
INSTITUTE OF INFORMATION TECHNOLOGY
Odiongan, Romblon

CommuniTECH: Technical Capability Building on Records Management
 November 6,7 and 9, 2021

Evaluation Form

Name (Optional) : _____
 Position : _____
 Barangay : _____

Directions: Kindly evaluate the following aspects of the training by using the scale below. Check the rate that corresponds to your choice.

Items	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1. The training workshop met my expectations.	/				
2. I learned new information/ideas from the training.	/				
3. The presentations were relevant and can be applied in practical use.	/				
4. The presentations were organized and easy to understand.	/				
5. The resource persons were knowledgeable and expert in their respective topic.	/				
6. Participation and interaction were encouraged.	/				
7. Adequate time was allotted for questions and discussion.	/				
8. The Organizing Team is approachable & responsive.	/				

Please indicate your impression on the items listed below:

- a) Most useful presentation/training to me? ^{about}
The most useful presentation was the use of excel.
- b) Which aspect of the training needs improvement?
Alloted time
- c) How do you rate the overall training?
 ___ Excellent Good ___ Average ___ Poor ___ Very Poor

Other Comments/Recommendations/Suggestions:

The Event _____
 Mgt. Staff _____
 Food _____
 Venue _____
 Co-Participants _____

Thank you for your Participation!!!

Romblon State University
INSTITUTE OF INFORMATION TECHNOLOGY
Odiongan, Romblon

CommuniTECH: Technical Capability Building on Records Management
 November 6,7 and 8, 2021

Evaluation Form

Name (Optional) : _____
 Position : _____
 Barangay : _____

Directions: Kindly evaluate the following aspects of the training by using the scale below. Check the rate that corresponds to your choice.

Items	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1. The training workshop met my expectations.	/				
2. I learned new information/ideas from the training.	/				
3. The presentations were relevant and can be applied in practical use.	/				
4. The presentations were organized and easy to understand.	/				
5. The resource persons were knowledgeable and expert in their respective topic.	/				
6. Participation and interaction were encouraged.	/				
7. Adequate time was allotted for questions and discussion.	/				
8. The Organizing Team is approachable & responsive.	/				

Please indicate your impression on the items listed below:

a) Most useful presentation/training to me?

hands on

b) Which aspect of the training needs improvement?

none

c) How do you rate the overall training?

/ Excellent ___ Good ___ Average ___ Poor ___ Very Poor

Other Comments/Recommendations/Suggestions:

The Event _____
 Mgt. Staff _____
 Food _____
 Venue _____
 Co-Participants _____

Rambon State University
INSTITUTE OF INFORMATION TECHNOLOGY
 Odiongan, Romblon

CommuniTECH: Technical Capability Building on Records Management
 November 6, 7 and 8, 2021

Evaluation Form

Name (Optional) _____
 Position _____
 Barangay _____

Directions: Kindly evaluate the following aspects of the training by using the scale below. Check the rate that corresponds to your choice.

Items	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1. The training workshop met my expectations.	/				
2. I learned new information/ideas from the training.	/				
3. The presentations were relevant and can be applied in practical use.	/				
4. The presentations were organized and easy to understand.	/				
5. The resource persons were knowledgeable and expert in their respective topic.	/				
6. Participation and interaction were encouraged.	/				
7. Adequate time was allotted for questions and discussion.	/				
8. The Organizing Team is approachable & responsive.	/				

Please indicate your impression on the items listed below:

a) Most useful presentation/training to me?

b) Which aspect of the training needs improvement?

c) How do you rate the overall training?

/ Excellent ___ Good ___ Average ___ Poor ___ Very Poor

Other Comments/Recommendations/Suggestions:

The Event Well organized and the topic is easy to understand
 Mgt. Staff _____
 Food _____
 Venue _____
 Co-Participants _____

Thank You for Your Participation!!!

Evaluation Form

Name (Optional) _____
 Position _____
 Barangay _____

Directions: Kindly evaluate the following aspects of the training by using the scale below. Check the rate that corresponds to your choice

Items	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1. The training workshop met my expectations.	✓				
2. I learned new information/ideas from the training.	✓				
3. The presentations were relevant and can be applied in practical use.	✓				
4. The presentations were organized and easy to understand.	✓				
5. The resource persons were knowledgeable and expert in their respective topic.	✓				
6. Participation and interaction were encouraged.	✓				
7. Adequate time was allotted for questions and discussion.	✓				
8. The Organizing Team is approachable & responsive.	✓				

Please indicate your impression on the items listed below:

- a) Most useful presentation/training to me?
well organized the presentation
- b) Which aspect of the training needs improvement?

- c) How do you rate the overall training?
 ___ Excellent ___ / Good ___ Average ___ Poor ___ Very Poor

Other Comments/Recommendations/Suggestions:

- The Event _____
- Mgt. Staff _____
- Food _____
- Venue _____
- Co-Participants _____

Thank You for Your Participation!!!

CommuniTECH: Technical Capability Building on Records Management
 November 6,7 and 8] 2021

Evaluation Form

Name (Optional) : _____
 Position : _____
 Barangay : _____

Directions: Kindly evaluate the following aspects of the training by using the scale below. Check the rate that corresponds to your choice.

Items	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1. The training workshop met my expectations.		✓			
2. I learned new information/ideas from the training.		✓			
3. The presentations were relevant and can be applied in practical use.		✓			
4. The presentations were organized and easy to understand.					
5. The resource persons were knowledgeable and expert in their respective topic.	✓				
6. Participation and interaction were encouraged.		✓			
7. Adequate time was allotted for questions and discussion.		✓			
8. The Organizing Team is approachable & responsive.		✓			

Please indicate your impression on the items listed below:

a) Most useful presentation/training to me?

b) Which aspect of the training needs improvement?

c) How do you rate the overall training?

Excellent Good Average Poor Very Poor

Other Comments/Recommendations/Suggestions:

The Event

Mgt. Staff

Food

Venue

Co-Participants

Thank you for your Participation!!!

Romblon State University
INSTITUTE OF INFORMATION TECHNOLOGY
 Odiongan, Romblon

CommuniTECH: Technical Capability Building on Records Management
 November 6, 7 and 9, 2021

Evaluation Form

Name (Optional) : _____
 Position : _____
 Barangay : _____

Directions: Kindly evaluate the following aspects of the training by using the scale below. Check the rate that corresponds to your choice.

Items	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1. The training workshop met my expectations.	/				
2. I learned new information/ideas from the training.	/	/			
3. The presentations were relevant and can be applied in practical use.		/			
4. The presentations were organized and easy to understand.		/			
5. The resource persons were knowledgeable and expert in their respective topic.		/			
6. Participation and interaction were encouraged.		/			
7. Adequate time was allotted for questions and discussion.		/			
8. The Organizing Team is approachable & responsive.	/				

Please indicate your impression on the items listed below:

a) Most useful presentation/training to me?

b) Which aspect of the training needs improvement?

c) How do you rate the overall training?

___ Excellent ___ Good ___ Average ___ Poor ___ Very Poor

Other Comments/Recommendations/Suggestions:

The Event _____
 Mgt. Staff _____
 Food _____
 Venue _____
 Co-Participants _____

Thank you for your Participation!!!

Romblon State University
INSTITUTE OF INFORMATION TECHNOLOGY
Odiangan, Romblon

CommuniTECH: Technical Capability Building on Records Management
 November 6,7 and 8, 2021

Evaluation Form

Name (Optional) : _____
 Position : _____
 Barangay : _____

Directions: Kindly evaluate the following aspects of the training by using the scale below. Check the rate that corresponds to your choice.

Items	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1. The training workshop met my expectations.		/			
2. I learned new information/ideas from the training.		/			
3. The presentations were relevant and can be applied in practical use.		/			
4. The presentations were organized and easy to understand.		/			
5. The resource persons were knowledgeable and expert in their respective topic.		/			
6. Participation and interaction were encouraged.		/			
7. Adequate time was allotted for questions and discussion.		/			
8. The Organizing Team is approachable & responsive.		/			

Please indicate your impression on the items listed below:

a) Most useful presentation/training to me?

b) Which aspect of the training needs improvement?

c) How do you rate the overall training?

___ Excellent Good ___ Average ___ Poor ___ Very Poor

Other Comments/Recommendations/Suggestions:

The Event _____
 Mgt. Staff _____
 Food _____
 Venue _____
 Co-Participants _____

Thank You for Your Participation!!!

Romblon State University
INSTITUTE OF INFORMATION TECHNOLOGY
 Odiongan, Romblon

CommuniTECH: Technical Capability Building on Records Management
 November 6,7 and 8 2021

Evaluation Form

Name (Optional) : _____
 Position : _____
 Barangay : _____

Directions: Kindly evaluate the following aspects of the training by using the scale below. Check the rate that corresponds to your choice.

Items	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1. The training workshop met my expectations.	/				
2. I learned new information/ideas from the training.	/				
3. The presentations were relevant and can be applied in practical use.	/				
4. The presentations were organized and easy to understand.	/				
5. The resource persons were knowledgeable and expert in their respective topic.	/				
6. Participation and interaction were encouraged.	/				
7. Adequate time was allotted for questions and discussion.	/				
8. The Organizing Team is approachable & responsive.	/				

Please indicate your impression on the items listed below:

a) Most useful presentation/training to me?

b) Which aspect of the training needs improvement?

c) How do you rate the overall training?

Excellent Good Average Poor Very Poor

Other Comments/Recommendations/Suggestions:

The Event _____
 Mgt. Staff _____
 Food _____
 Venue _____
 Co-Participants _____

Thank you for your Participation!!!

Romblon State University
INSTITUTE OF INFORMATION TECHNOLOGY
 Odiongan, Romblon

CommuniTECH: Technical Capability Building on Records Management
 November 6, 7 and 9, 2021

Evaluation Form

Name (Optional) : _____
 Position : _____
 Barangay : _____

Directions: Kindly evaluate the following aspects of the training by using the scale below. Check the rate that corresponds to your choice.

Items	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1. The training workshop met my expectations.		✓			
2. I learned new information/ideas from the training.	✓				
3. The presentations were relevant and can be applied in practical use.	✓				
4. The presentations were organized and easy to understand.		✓			
5. The resource persons were knowledgeable and expert in their respective topic.	✓				
6. Participation and interaction were encouraged.	✓				
7. Adequate time was allotted for questions and discussion.	✓				
8. The Organizing Team is approachable & responsive.	✓				

Please indicate your impression on the items listed below:

a) Most useful presentation/training to me?

_____ Formula _____

b) Which aspect of the training needs improvement?

_____ None _____

c) How do you rate the overall training?

Excellent
 Good
 Average
 Poor
 Very Poor

Other Comments/Recommendations/Suggestions:

The Event _____
 Mgt. Staff _____
 Food _____
 Venue _____
 Co-Participants _____

Everything is good. I enjoyed the training.

Thank you for your Participation!!!

Romblon State University
INSTITUTE OF INFORMATION TECHNOLOGY
 Odiongan, Romblon

CommuniTECH: Technical Capability Building on Records Management
 November 6,7 and 9, 2021

Evaluation Form

Name (Optional) : _____
 Position : _____
 Barangay : _____

Directions: Kindly evaluate the following aspects of the training by using the scale below. Check the rate that corresponds to your choice.

Items	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1. The training workshop met my expectations.	✓				
2. I learned new information/ideas from the training.	✓				
3. The presentations were relevant and can be applied in practical use.	✓				
4. The presentations were organized and easy to understand.	✓				
5. The resource persons were knowledgeable and expert in their respective topic.	✓				
6. Participation and interaction were encouraged.	✓				
7. Adequate time was allotted for questions and discussion.		✓			
8. The Organizing Team is approachable & responsive.		✓			

Please indicate your impression on the items listed below:

a) Most useful presentation/training to me?

The MS Excel Presentations

b) Which aspect of the training needs improvement?

c) How do you rate the overall training?

✓ Excellent ___ Good ___ Average ___ Poor ___ Very Poor

Other Comments/Recommendations/Suggestions:

The Event More time for training
 Mgt. Staff _____
 Food _____
 Venue _____
 Co-Participants _____

Thank You for Your Participation!!!

Romblon State University
INSTITUTE OF INFORMATION TECHNOLOGY
Odiongan, Romblon

CommuniTECH: Technical Capability Building on Records Management
 November 6, 7 and 7, 2021

Evaluation Form

Name (Optional) : _____
 Position : _____
 Barangay : _____

Directions: Kindly evaluate the following aspects of the training by using the scale below. Check the rate that corresponds to your choice.

Items	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1. The training workshop met my expectations.		/			
2. I learned new information/ideas from the training.		/			
3. The presentations were relevant and can be applied in practical use.		/			
4. The presentations were organized and easy to understand.		/			
5. The resource persons were knowledgeable and expert in their respective topic.		/			
6. Participation and interaction were encouraged.		/			
7. Adequate time was allotted for questions and discussion.		/			
8. The Organizing Team is approachable & responsive.		/			

Please indicate your impression on the items listed below:

a) Most useful presentation/training to me?

b) Which aspect of the training needs improvement?

c) How do you rate the overall training?

___ Excellent Good ___ Average ___ Poor ___ Very Poor

Other Comments/Recommendations/Suggestions:

The Event _____

Mgt. Staff _____

Food _____

Venue _____

Co-Participants _____

Thank You for Your Participation!!!

SUMMARY OF EVALUATION

SUMMARY OF THE EVALUATION OF COMMUNITech: A TECHNICAL CAPABILITY BUILDING FOR SELECTED BARANGAY OFFICIALS AND STAFF IN THE MUNICIPALITY OF ODIONGAN (COMPONENT 1: RECORDS MANAGEMENT)

Venue: RSU-IIT COMPUTER LABORATORY

Date: DECEMBER 6, 7 & 9, 2021

Number of participants: 40

CommuniTech: A Technical Capability Building for Selected Barangay Officials and Staff in the Municipality of Odiongan (Records Management)					
	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
The training workshop met my expectations.	20 (50%)	19 (48%)	1 (2%)	0	0
I learned new information/ideas from the training.	23 (58%)	16 (40%)	1 (2%)	0	0
The presentations were relevant and can be applied in practical use.	24 (60%)	15 (38%)	1 (2%)	0	0
The presentations were organized and easy to understand.	21 (53%)	18 (45%)	1 (2%)	0	0
The resource persons were knowledgeable and expert in their respective topic.	26 (65%)	13 (33%)	1 (2%)	0	0
Participation and interaction were encouraged.	24 (60%)	15 (38%)	1 (2%)	0	0
Adequate time was allotted for questions and discussion.	23 (58%)	16 (40%)	1 (2%)	0	0
Organizing team is approachable and responsive.	24 (60%)	15 (38%)	1 (2%)	0	0

Other comments/recommendations/suggestions	
Most useful presentation/training to me?	<ul style="list-style-type: none"> • Practical applications of skills taught after the lecture • Microsoft Excel • All topics • Hands-on in Excel • Shortcut keys
Which aspect of the training needs improvement?	<ul style="list-style-type: none"> • Internet connection
How do you rate the overall training?	Excellent – 24 (60%), Good – 16 (40%)
Other comment(s) on event, management staff, food, venue and co-participants	excellent, very good, good, very good nutrition, clean, cooperative, very approachable, nice venue, well ventilated, satisfied, 100%,

Out of 40 participants, **24 or 60%** of the participants rated the overall training as excellent while the remaining **16 or 40%** rated it good. Based from the result of the evaluation of the participants it only shows that the training-workshop conducted was effective. Also, all the comments and suggestions of the participants was noted for improvement of the next extension project.

Prepared by:

JOAN F. FERRANCO
IIT, Extension Coordinator

**PROGRAM/
CERTIFICATE/
HAND-OUTS**

IT GOALS

The Institute of Information Technology is committed to provide relevant and quality training for students in Information Technology and related fields consistently to satisfy the needs of regional and national development thrusts.

IT PROGRAM OBJECTIVES

The Bachelor of Science in Information Technology (BSIT) program prepares students to be professionals in this field. Whereby, they are envisioned to be:

- socially responsible Romblomanon, RSUVians who are committed to the service of the community through ICT.
- excellent software developers, system analyst, researchers, ICT instructors and consultants, system and network administrators, technopreneurs, and the like who will contribute to the country's effort in the field of Information and Communication Technology;
- competent, self-directed ICT professionals who are equipped with ethical principles and skills who are responsive and adaptive to the shifting needs of the global industry.

RSU VISION

A research-based academic institution committed to excellence and service in nurturing globally competitive workforce towards sustainable development.

RSU MISSION

Romblon State University shall nurture an academic environment that provides advanced education, higher technological and professional instruction and technical expertise in agriculture and fisheries, forestry, engineering and technology, education, humanities, sciences and other relevant fields of study and collaborate with other institutions and communities through responsive, relevant and research-based extension services.

QUALITY POLICY

Romblon State University commits to provide higher education through quality instruction, research, production, and community-based extension services that meet or exceed the requirements and expectations of the university's stakeholders. It will comply with the international standards, applicable statutory and regulatory requirements and continually improves the Quality Management System's effectiveness through periodic monitoring and evaluation toward sustained remarkable outcomes.

SESSION GROUPINGS

GROUP ONE - ITCL 201

MAJULICO, TULAY, MAYHA, TABOGOGAN,
RIZAL, PROGRESO ESTE, PROGRESO WESTE

GROUP TWO - ITCL 202

PATOO, POCOTY, AMATONG,
DAPAWAN, LUNAYWAY, LEGAYA

GROUP THREE - ITCL 203

LWANAG, TABING-DAGAT, BUDONG,
CANDUYONG, ANAHAO, BANGON

GROUP FOUR - ITCL 204

PANIQUE, LIBERTAD, TUBURAN,
TUMINGAD, GABAWAN, BATAÑO

STEERING COMMITTEES

FACILITIES JOHN JOSEPH G. AGUILA
SANITATION ROBERT JEFFREY F. FERMANEJO
PRINTS AND DESIGN JERRYJAY G. FORNAL

ANA D. GADON
SECRETARIAT SARAH JANE F. FALLARIA
NOVA MARIE F. ROSSAS
DOCUMENTATION CHAREVEL F. FERRANCO
TECHNICAL JOEY R. FRANCISCO
COMMUNICATION JOAN F. FERRANCO

JOAN F. FERRANCO & CATHERINE BHEL B. AGUILA
OVERALL IN-CHARGE



Romblon State University
Institute of Information Technology

CommuniTECH:

Technical Capability Building on Records Management



FOR SELECTED
BARANGAY OFFICIALS
AND STAFF IN THE
MUNICIPALITY OF
COTOINGAN

IT EXTENSION PROGRAM
DECEMBER 6/19, 2021

DR. CATHERINE
Director, Institute





CERTIFICATE OF APPRECIATION

is awarded to

for his extraordinary service and dedication as **RESOURCE SPEAKER** during the
3-Day Training Workshop on CommuniTECH; Technical Capability Building
on Records Management held on December 6, 7 and 9, 2021
at Rombon State University - Main Campus

DR. CATHERINE BHEIL B. AGUILA
Director, Institute of Information Technology

DR. BILSHAN F. SERVANEZ
Vice President for Research,
Extension, Development and Innovation

DR. MERILYN P. CATAJAY-MANI
University President



CommuniTECH |

Rimbun State University
Institute of Information Technology

CERTIFICATE OF APPRECIATION

is awarded to

for his extraordinary service and dedication as **FACILITATOR** during the 3-Day
Training Workshop on CommuniTECH: Technical Capability Building
on Records Management held on December 6, 7 and 9, 2021
at Rimbun State University - Main Campus

DR. CATHERINE BHEIL B. AGUILA
Director, Institute of Information Technology

DR. BILSHAN F. SERVAÑEZ
Vice President for Research,
Extension, Development and Innovation

DR. MERLAN P. CATAJAY-MANI
University President



CommuniTECH

Rombion State University
Institute of Information Technology

CERTIFICATE OF COMPLETION

is presented to

EDU LIBERATO

for completing the 3-Day Training Workshop on
CommuniTECH Technical Capability Building on Records Management
held on December 6, 7 and 9, 2021 at Rombion State University - Main Campus.

DR. CATHERINE BHEL B. AGUILA
Director, Institute of Information Technology

DR. BILBHAN F. SERVAÑEZ
Vice President for Research,
Extension, Development and Innovation

DR. MERILYN P. CATAJAY-MANI
University President

PROGRESS REPORT

*EXTENSION PROGRAM TITLE: RIPCOS PROGRAM:
RIPARIAN RESTORATION PROGRAM TO PROMOTE
CLIMATE CHANGE RESILIENT COMMUNITIES AND
SUSTAINABLE WATER IN CALSANAG (2020-2022)*



COLLEGE OF AGRICULTURE, FISHERY AND FORESTRY

Contents

Cover letter _____	A
Executive Summary _____	B
Background _____	C
Objectives _____	D
Methods _____	D
Notice to Proceed _____	E
Proposal _____	F
Communication Plan _____	G
Paper Presentation _____	H
PAMB Resolution _____	I
Communication letter _____	J
Accomplishment (per activity) _____	K
Preliminary Result _____	K
<i>Narrative Report Activity 1</i> _____	K1
Attendance Sheet _____	K1
Travel Order _____	K1
Presentation/Lectures (samples) _____	K1
Summary of client satisfaction survey _____	K1
Accomplished client satisfaction survey _____	K1
<i>Narrative Report Activity 2</i> _____	K2
Attendance Sheet _____	K2
Travel Order _____	K2
Presentation/Lectures (samples) _____	K2
Certificates _____	K2
Summary of client satisfaction survey _____	K2
Accomplished client satisfaction survey _____	K2

Contents

Continuation (page2 of page 2)

<i>Narrative Report Activity 3</i> _____	K3
Attendance Sheet _____	K3
Travel Order _____	K3
Presentation/Lectures (samples) _____	K3
Summary of client satisfaction survey _____	K3
Accomplished client satisfaction survey _____	K3
<i>Narrative Report Activity 4</i> _____	K4
Attendance Sheet _____	K4
Travel Order _____	K4
Presentation/Lectures (samples) _____	K4
Certificates _____	K4
Summary of client satisfaction survey _____	K4
Accomplished client satisfaction survey _____	K4



COLLEGE OF AGRICULTURE, FISHERIES AND FORESTRY

CAFF Building, RSU-Main Campus, Lisanag, Odiangan, Romblon 5505
Telephone: (042) 767-7783
Email: caff@rsu.edu.ph
Website: rsu.edu.ph



ISO 9001:2015



RSU Vision
A research based academic institution committed to excellence and service in nurturing globally competitive workforce towards sustainable development.

RSU Mission
Romblon State University shall nurture an academic environment that provides advanced education, higher technological and professional instruction and technical expertise in agriculture and fisheries, forestry, engineering and technology, education, humanities, sciences and other relevant fields of study and collaborate with other institutions and communities through responsive, relevant and research-based extension services.

RSU Quality Policy
Romblon State University commits to provide higher education through quality instruction, research, production, and community-based extension services that meet or exceed the requirements and expectations of the university's stakeholders. It will comply with international standards, applicable statutory and regulatory requirements, and continually improve the Quality Management System's effectiveness through periodic monitoring and evaluation toward sustained remarkable outcomes.

RSU Core Values
Stewardship
Competence
Resilience
Integrity
Balance
Excellence
Service

These Core Values serve as our guiding principle in our efforts to make ROMBLON STATE UNIVERSITY a recognized HEI in the region and beyond.

August 4, 2023

MERIAN P. CATAJAY-MANI, Ed.D., CESE
University President
This University

ORFELINA INGCO-MANZO, Ed.D
Extension Director and Technical Advisory Services Office

Dear Ma'am,


Environmental Greetings!

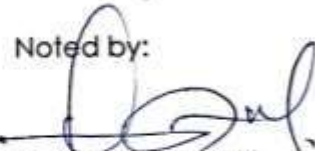
Respectfully submitting the hard copy of PROGRESS REPORT of the RSU funded extension program "Riparian Restoration Program to Promote Climate Change Resilient Communities and Sustainable Water in CALSANAG" from November 2020 to December 2023.

This report contains all the extension activities conducted and preliminary data on the socio economic profile of the participants from the three municipalities (CALSANAG).

Thank you very much for your continuous support to the RIPROCS team.

Sincerely,


AMELYN AMBAL-FORMILLEZA
RIPROCS Program Leader
CAFF-Faculty

Noted by:

DELBERT F. FORNAL
Extension Coordinator

Recommended by:

JULIO ROMEO T. CHAVEZ, PhD.
Dean- CAFF



Basic Information

Extension Program Title: RIPROCS Program: Riparian Restoration Program to Promote Climate Change Resilient Communities and Sustainable Water in CALSANAG (2020-2022) Phase II

Lead Proponent: Amelyn A. Formilleza /CAFF Faculty 042567-5783/
formillezaamy@gmail.com

Co-proponents:

Julio Romeo Chavez	Mae Stella A. Fornal	Marife Sayat
Marjail I. Ferriol Vlaire	Jane Formento	Rosalito F. Gregorio
Edgar V. Andalecio	Delbert I. Fornal	Juniel Lucidos

Implementing Agency

Lead College/Campus: College of Agriculture, Fishery and Forestry Romblon
State University Brgy. Liwanag, Odiongan, Romblon

Collaborating Agency/Dept.: DENR-PAMB Department of Agriculture Local
Government Units of Romblon - Municipality of San Andres -
Municipality of Calatrava - Municipality of San Agustin Local
Farmer Organizations

Duration

Phase I November 2020 –December 2021

Phase II January- December 2022

Phase III January 2023- December 2023

Location

Barangays in Municipalities in the Province of Romblon namely in San Andres, Calatrava and San Agustin.

Participants

Communities along the CALSANAG major rivers, farmers and local officials.

Total Budget Requirement

Php 632,450.00 Y2 = RSU Php 115, 250 LGU Php 277, 200 DENR 200,000

Source of Fund

Institutional Extension Fund / LGU Counterpart/DENR/DA

Component	Responsible Persons	Major Role	Timeline
Adaptive Management 1. Production and Management – Nursery Operation	Marjail I. Ferriol* - Amelyn A. Formilleza - Marife S. Sayat - Julio Romeo T. Chavez - Juniel Lucidos	- Manage the production of nurseries (trees, fruit trees, vegetables and other high valued planting materials. - Resource person (Propagation Techniques)	Phase 2 and 3 (2020-2023)
2. Establishment and Management of Riparian zones 2.1 Forest strips	Amelyn A. Formilleza - Edgar V. Andalecio - Rosalito Gregorio Jr. - Delbert Fornal	- Establish forest strips of selected tree species along riparian zones - Bioengineering/ANR Technology - Zoning - Resource person (Nursery Establishment, Plantation Management and Restoration)	Phase 2 and 3 (2021-2023)
2.2 Agroforest strips	Edgar V. Andalecio - Juniel Lucidos - Julio Romeo T. Chavez - Rosalito Gregorio Jr. - Delbert Fornal	- Establish Agroforestry farms along riparian zones combined cultivation of tree species and agricultural crops - Resource person (Nursery and Plantation Management)	Phase 2 and 3 (2021-2023)
2.3 Adoption of Organic Farming	Dr. Julio Romeo T. Chavez - Marjail I. Ferriol - Marife S. Sayat - Delbert Fornal	- Establish and develop agri-farms applying organic farming systems - Resource person (Farming systems)	Phase 2 and 3 (2021-2023)
2.4 Integration of ornamental plants Riparian Forest	Juniel G. Lucidos - Stella Mae Fornal	- Recommend ornamental species for riparian areas	Phase 2 and 3

	<ul style="list-style-type: none"> - Vlaire Jane Formento - Marife S. Sayat 	<p>and propagation techniques</p> <ul style="list-style-type: none"> - Resource person (Horticultural Practices) 	(2021-2023)
3. Integration of animal component (poultry and small ruminants)	<p>Rosalito F. Gregorio Jr.</p> <ul style="list-style-type: none"> - Edgar V. Andalecio - Delbert Fornal 	<ul style="list-style-type: none"> - Provide guide on raising and management of selected poultry and small ruminants 	Phase 2 and 3 (2021-2023)
Dissemination of Results 4. Capability building and development of Communication, Education and Public Awareness (CEPA) materials	<p>Vlaire Jane Formento</p> <ul style="list-style-type: none"> - Juniel Lucidos - Stella Mae Fornal - Edgar V. Andalecio 	<ul style="list-style-type: none"> - Produce training manuals (training 1, 2 & 3) - Develop policy briefs - Documentation of Best Management Practices- BMPs - Resource person (Community Development) 	Phase 2 and 3 (2021-2023)
5. Packaging and Marketing Strategy	<p>Mae Stella A. Fornal</p> <ul style="list-style-type: none"> - Vlaire Jane Formento - Marife S. Sayat - Julio Romeo T. Chavez 	<ul style="list-style-type: none"> - Develop effective marketing strategies - Resource person (production and marketing of products - seedlings, seeds, vegetables and fruits) 	Phase 2 and 3 (2021-2023)

This extension endeavor, known as the RIPROCS program, is a science-driven and community-based strategy to conserve, manage, and protect riparian habitats that support communities with sustainable water supplies and resilience to climate change. In November 2020, the program's implementation employed several strategies to teach residents across CALSANAG municipalities about nursery management, establishment, and propagation methods. These tactics included workshops, lecture series, casual group discussions, and hands-on activities. Participants are more involved in data collecting and monitoring activities, more environmentally sensitive, and generally supportive of mitigating risks to riparian and watershed zones after the training. Establishing a nursery, raising seedlings, and planting are examples of field-based activities that offer great opportunities for peer-to-peer learning.

Based on the survey's findings about the socio-demographic profile, the majority (24%) of the participants are between the ages of 41 and 50, although they are, overall, evenly divided by age group. The majority (78%) are married, with 68% of the population being female and the remaining 32% being male. The elementary graduate with a twenty-four (24) percent share has the greatest level of education. Twenty percent of people have completed high school, whereas 10% and 19% of people have completed primary school. The majority of participants (53%) also had four to six family dependents. The greatest expected monthly income, however, is between Php1,000 and P5,000 (56%) followed by P5,000 to P10,000 (22%), and P10,000 to P15,000. In terms of the degree of participation based on the preliminary findings revealed that 93% of participants from three neighboring towns took part in the two (2) series of training as part of efforts to enhance competency on-site.

Each municipality was given access to one (1) community-run nursery that produces high-quality planting materials for riparian ecological restoration. In field trial

plots for restoration investigations, seedlings grown by the local community make up around 60% of the planting materials utilized for the initial planting and subsequent replanting. The following actions after establishing forest trees will be combining mixed agri-crops food with the use of different growing methods. Additionally, educational materials will be produced.

This extension program is making incremental progress in promoting conservation practices. Sharing knowledge and developing skills through a non-formal education approach with the locals is one of the practical tools in conserving, and managing natural resources and restoration practices. Ultimately, the goal is to make the inhabitants of Tablas Island conscientious stewards of the wide spectrum of natural resources, including water, wildlife, and forests.

BACKGROUND

Riparian areas play a significant role in the landscape by providing plant and wildlife habitat, increasing landscape connectivity, and protecting water quality. Riparian vegetation influences river ecosystems by maintaining low water temperatures that allow many native plants and animals to survive. The shade decreases the amount of available light that prevents excessive growth of nuisance plants or algae. It creates dim or patchy lighting that provides habitats for predators and prey. However, some riparian areas of the country are in danger of deterioration due to uncontrolled exploitation combined with the loose implementation of environmental protection policies and regulations. Aggravated with erratic and extreme weather events that lead to flooding and droughts are expected to worsen in frequency and intensity due to climate change impacts.

The RSU Riparian research initiative (*Riparian Ecosystem Evaluation in major river systems of Tablas Island, Romblon*) utilized the results of research output and translates it into an extension project that can help the community in protecting one of the most threatened ecosystems known as the riparian ecosystem. Over-all study findings showed that CALSANAG's riparian zones vegetative quality fall between moderate to poor conditions based on the RFV index (Riparian Forest Evaluation). It implies that riparian areas are under disturbed status and longitudinal connectivity of the vegetation is unhealthy, thus this condition would affect the riparian/ riverbank stability (protection services), water quality, freshwater organisms' population, and sustainability of the water supply of the sole watershed in Tablas Island. In response to the findings, the research team conducted a public consultative meeting with the affected communities, officials that came up with the initiatives through this extension program (*see attached request letter from barangay officials*).

In light of the university's REDi agenda priorities on environmental protection and conservation and response to Sustainable Development Goals (Natural capital), and to address the pressing issues of riparian status and to protect the riparian ecosystem integrity and water quality in CWFR, the extension program was conceptualize known as the “**RIPROCS Program**” which stands for *Riparian Restoration Program to Promote Climate Change Resilient Communities and Sustainable Water*.

Generally, this extension program is toward the conservation, management, and protection of most threatened natural resources derived from the riparian ecosystem to promote climate change resilient communities and ensure sustainable water. The project has two main approaches: first is preparing communities, building their capacity on the different restoration strategies, propagation of various species for enhancing riparian areas, and establishing community-managed tree, agri-crops nurseries. Second, to

establish a pilot area for developing healthy and productive riparian zones by growing and maintaining various endemic species of perennial and fruit-bearing trees along the riparian zones. By growing and maintaining various endemic species of perennial and fruit-bearing trees along the riverbanks, therefore, enhancing biodiversity, and climate change resilience communities.

Objectives

Overall

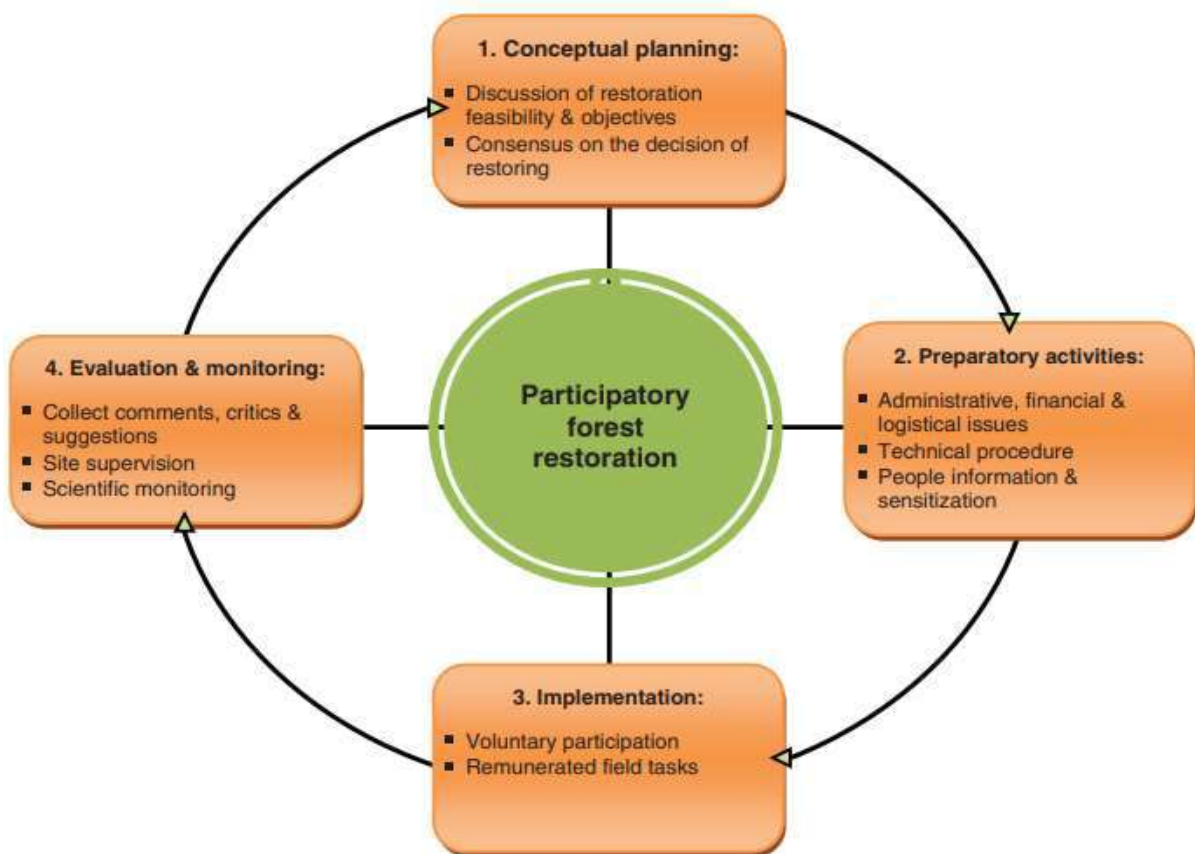
To restore, manage, and protect the riparian ecosystem most threatened natural resources (water, biodiversity, and ecosystem services) in CALSANAG Watershed Forest Reserve (WFR) to promote climate change resilient communities and ensure sustainable water.

Specific

- Capacitate project cooperators to encourage strong participation (planning to monitoring) in the development, protection, and restoration of disturbed riparian areas;
- Establish at least one (1) operational community tree nursery in Mari-Norte, San Andres, Pagsanghan, Calatrava and Doña Juana, San Agustin;
- Produce quality planting materials and recommended species for restoration and production purposes;
- Establish at least 1-hectare per side of riverbank riparian forest model (integrated approach- forest, agroforest, agri farm- crops and animal component);
- Develop Communication, Education and Public Awareness (CEPA) materials; and
- Develop effective marketing strategies for nursery operators and potential farm products.

Framework for Participatory Restoration Approach

The proposed framework is based on four typical steps of a restoration project, that is, conceptual planning, preparatory activities, implementation, and evaluation and monitoring, interconnected in a successive and iterative way (Clewel & Aronson 2007). We consider that active stakeholder involvement in all these steps may enhance the outcome of forest restoration projects (Fig. 1). Throughout the restoration steps, new participants may enter the process and others may drop out. That should not be problematic, especially if the same core group of stakeholders is present in each step of the process, and if different components of the community are continually and sufficiently represented.



Source: adopted from Derak M. et al. 2017

Figure 1. A proposed framework for participatory forest restoration in CALSANAG Riparian Areas. Being iterative, the process allows adaptations and improvements. Examples of tasks and activities in which stakeholders should be actively involved are shown for each restoration step.

Conceptual Planning

It is important that, from the beginning of the process, different stakeholder groups discuss whether restoration should be conducted or not, and define restoration objectives matching the general situation of the area. That can be achieved through structured processes in which stakeholders can clearly perceive how discussions on restoration may lead to practical interventions encoded in ongoing strategies of natural resource management and land-use planning (Kozak & Piazza 2015). By doing so, a variety of ideas can be integrated, and social acceptability of restoration decisions can be enhanced.

Preparatory Activities

Administrative, financial, and logistic issues must be collectively discussed to optimize the contribution of the different components of the community to the restoration effort. The determination of the technical aspects of the intervention (choice of species, seedling quality, soil preparation, irrigation regime, and others in the case of plantations) is a relevant aspect for enhancing restoration outcomes (Cortina et al. 2004), and must be collectively addressed. Before acting, it is worth informing the general public

on the restoration project and its aim to enhance their well-being. This can be achieved by means of suitable environmental education activities and tools (meetings, field trips, pictures, posters, brochures, and so on) that contribute to a long-term process in which different stakeholders interact in a spirit of trust and mutual learning (McCann 2011).

Implementation

The benefits of participation will be lost if there is a mismatch between theory and implementation (Buchy & Hoverman 2000). Thus, it is useful to invite stakeholders to contribute to the implementation of field tasks. For small projects, tasks can be completed by volunteers, in which stakeholders donate their time and contribute with tools and infrastructures, and take part in a restoration activity for which they will not be paid (Lee & Hancock 2011). For big projects, compensation for carrying out vast field tasks is required, and it is highly recommended that it addresses local inhabitants, as this can be an important economic and material incentive for them (DellaSala et al. 2003).

Evaluation and Monitoring

Stakeholder involvement in a continuous effort for evaluating the outcomes of the intervention and monitoring the development of restoration sites is crucial to check the efficiency of the applied techniques, and takes spatial and temporal variations in environmental and socioeconomic conditions and demands into consideration. By doing so, stakeholder sense of ownership of the process can be deepened, and the likelihood of long-term success and sustainability can be enhanced. We developed a small restoration project to test the proposed framework and explore its benefits and limitations. Compared with large-scale projects, small ones are more flexible to integrate different interests, and allow building trust in project outcomes (Metcalf et al. 2015).

Methodology

Social Mobilization

The proponents will conduct close coordination, courtesy calls and technical briefing with the key stakeholders (DENR-PAMB, LGUs, BLGUs, and locals) to ensure smooth and successful implementation of extension program. A forging of MOA (Memorandum of Agreement) will be done between RSU and cooperators/BLGUs involved in the program.

Implementation

(Phase 1- a. series of seminar-workshop, establishment of community nursery, riparian areas zoning). About three (3) major seminar-workshop will be implemented in phase 1 which will be given by various specialized resource speakers. Hands on activities

was designed to apply what they learned during the seminar (different propagation techniques, raising and handling of quality planting materials, establishment of community plant nursery, and restoration techniques/farming systems).

Proper zoning in riparian areas (Figure 2) will be done with the assistance from the DENR, BLGU and community involved. The following are the different zoning categories: At least 10 meters from the riverbank shall be declared as a no touch zone or Zone 1; after which there shall be a designated Zone 2 (next 20 meters from zone 1) harvesting will be allowed based on the Sustainable Management Plan.

Agroforestry projects will be allowed (for areas designated as Zone 2-3). Cut and carry livestock raising or zero grazing (forage area should be in Zone 3 (10 meters from zone 2)). Phase 2 will focus on the implementation of adaptive management strategies in identified degraded/disturbed riparian zones. The agroforests concept will be applied with multiple high valued species (fruit bearing trees, premium native trees, high valued crops) will be established in the zoned riverbanks. Careful selection of species to be planted should be considered based on the ecological requirements, availability of present species in the site and should complement on the overall goal of the program.



Adopted from Davao City "Adopt a River Program"

Figure 2. Riparian Forest Model

Program Component

The two (2) major components of a systematic approach of RIPROCS program: Adaptive Management and dissemination of results.

Component	Responsible Persons	Major Role	Timeline
Adaptive Management 1. Production and Management – Nursery Operation	Marjail I. Ferriol* - Amelyn A. Formilleza - Marife S. Sayat - Julio Romeo T. Chavez - Juniel Lucidos	- Manage the production of nurseries (trees, fruit trees, vegetables and other high valued planting materials. - Resource person (Propagation Techniques)	Phase 2 and 3 (2020-2023)
2. Establishment and Management of Riparian zones 2.1 Forest strips	Amelyn A. Formilleza - Edgar V. Andalecio - Rosalito Gregorio Jr. - Delbert Fornal	- Establish forest strips of selected tree species along riparian zones - Bioengineering/ANR Technology - Zoning - Resource person (Nursery Establishment, Plantation Management and Restoration)	Phase 2 and 3 (2021-2023)
2.2 Agroforest strips	Edgar V. Andalecio - Juniel Lucidos - Julio Romeo T. Chavez - Rosalito Gregorio Jr. - Delbert Fornal	- Establish Agroforestry farms along riparian zones combined cultivation of tree species and agricultural crops - Resource person (Nursery and Plantation Management)	Phase 2 and 3 (2021-2023)
2.3 Adoption of Organic Farming	Dr. Julio Romeo T. Chavez - Marjail I. Ferriol - Marife S. Sayat - Delbert Fornal	- Establish and develop agri-farms applying organic farming systems - Resource person (Farming systems)	Phase 2 and 3 (2021-2023)
2.4 Integration of ornamental plants Riparian Forest	Juniel G. Lucidos - Stella Mae Fornal - Vlaire Jane Formento - Marife S. Sayat	- Recommend ornamental species for riparian areas and propagation techniques - Resource person (Horticultural Practices)	Phase 2 and 3 (2021-2023)

3. Integration of animal component (poultry and small ruminants)	Rosalito F. Gregorio Jr. - Edgar V. Andalecio - Delbert Fornal	- Provide guide on raising and management of selected poultry and small ruminants	Phase 2 and 3 (2021-2023)
Dissemination of Results 4. Capability building and development of Communication, Education and Public Awareness (CEPA)materials	Vlaire Jane Formento - Juniel Lucidos - Stella Mae Fornal - Edgar V. Andalecio	- Produce training manuals (training 1, 2 & 3) - Develop policy briefs - Documentation of Best Management Practices-BMPs - Resource person (Community Development)	Phase 2 and 3 (2021-2023)
5. Packaging and Marketing Strategy	Mae Stella A. Fornal - Vlaire Jane Formento - Marife S. Sayat - Julio Romeo T. Chavez	- Develop effective marketing strategies - Resource person (production and marketing of products - seedlings, seeds, vegetables and fruits)	Phase 2 and 3 (2021-2023)

**Names in bold denotes as leader per component*

Post- Implementation

Evaluation of field growth performance of selected plant species will be evaluated to determine the success of species under harsh condition. On the other hand, regular monitoring of the established AF farm will be done to ensure higher survival of the planted plants and as indication of the continuing health of the riparian forest and the stream. Also, there will be comprehensive study and analysis of individuals or organization who will participate as cooperators in this program. The pre-during and post monitoring interview will be applied to know the social, economic and ecological component change.

NOTICE TO PROCEED



College of Agriculture, Fishery and Forestry (CAFF)
Odiangan, Romblon
042-567-5783

Extension Program Title: RIPCOS Program: Riparian Restoration Program to Promote Climate Change Resilient Communities and Sustainable Water in CALSANAG (2020-2022)

Basic Information

Contact Person

Lead Proponent: Amelyn A. Formilleza :CAFF Faculty
042-567-5783.

Co-proponents: Julio Romeo Chavez
Mae Stella A. Fornal
Marjail I. Ferriol
Vlaire Jane Formento
Edgar V. Andalecio
Rosalito F. Gregorio
Delbert I. Fornal
Marife Sayat
Juniel Lucidos

Implementing Agency

Lead College/Campus: College of Agriculture, Fishery and Forestry
Romblon State University
Brgy. Liwanag, Odiangan, Romblon

Collaborating Agency/Dept.: DENR-PAMB
Department of Agriculture
Local Government Units of Romblon
- Municipality of San Andres
- Municipality of Calatrava
- Municipality of San Agustin
Local Farmer Organizations

Duration

Phase I October 12, 2020 - April 30, 2021

Phase II May 1, 2021- July 30, 2022

Location

Barangays in Municipalities in the Province of Romblon namely in San Andres, Calatrava and San Agustin.

Participants

Communities along the CALSANAG major rivers, farmers and local officials.

Total Budget Requirement

Y1 = Php 201,015 RSU

Source of Funds



Republic of the Philippines
ROMBLON STATE UNIVERSITY
Odiongan, Romblon
Tel. No. (042) 567-5580
E-mail: rsu.rep@gmail.com



OFFICE OF THE VICE PRESIDENT FOR RESEARCH, EXTENSION, DEVELOPMENT AND INNOVATION

RSU Vision

A research-based academic institution committed to excellence and service in nurturing globally competitive workforce towards sustainable development.

RSU Mission

RSU shall nurture an academic environment that provides advanced education, higher technological and professional instruction and technical expertise in agriculture and fishery, forestry, engineering and technology, education, humanities, sciences, and other relevant fields of study and collaborate with other institutions and communities through responsive, relevant and research-based extension services.

Quality Policy

The Romblon State University commits to provide higher education through quality instruction, research, and community extension services that meet or exceed the requirements and expectations of the University's stakeholders. It will comply with the international standards, applicable statutory and regulatory requirements and continually improve the Quality Management System's effectiveness through periodic monitoring and evaluation toward sustained remarkable outcomes.

Core Values

STEWARDSHIP
COMPETENCE
RESILIENCE
INTEGRITY
BALANCE
EXCELLENCE
SERVICE

These core values serve as our guiding principle in our efforts to make **ROMBLON STATE UNIVERSITY** a recognized HEI in the region and beyond.

NOTICE TO PROCEED

Date: February 11, 2021

Dr. Arthur R. Ylagan

Dean, College of Agriculture, Fishery and Forestry

Attention: **Ms. Amelyn A. Formilleza**

Dear Dr. Ylagan,

Greetings!

This is to inform your good office that the proposal entitled "Riparian Restoration Program to Promote Climate Change Resilient Communities and Sustainable Water in CALSANAG (RIPROCS Program Phase II)" submitted by Ms. Amelyn A. Formilleza was approved by the President. The proponent can already conduct this as part of the extension services of the College of Agriculture, Fishery and Forestry.

Please submit report and necessary documents one week after the conduct of the extension activity. Attached is the copy of the approved endorsement.

If you have any queries please contact the Research, Extension, Development and Innovation Office through telephone number 567-5580, or email us at rsu.rep@gmail.com.

Thank you.

Sincerely yours,

BILSHAN F. SERVAÑEZ, Ph.D.
VPREDi

PROPOSAL

Extension Program Title: RIPROCS Program: Riparian Restoration Program to Promote Climate Change Resilient Communities and Sustainable Water in CALSANAG (2020-2022)

Lead Proponent: Amelyn A. Formilleza /CAFF Faculty
042-567-5783/
formillezaamy@gmail.com

Co-proponents:

Julio Romeo Chavez

Mae Stella A. Fornal

Vlaire Jane Formento

Rosalito F. Gregorio

Marife Sayat

Marjail I. Ferriol

Edgar V. Andalecio

Delbert I. Fornal

Juniel Lucidos

Implementing Agency

Lead College/Campus: College of Agriculture, Fishery and Forestry
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Brgy. Liwanag, Odiongan, Romblon

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- Municipality of San
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Organizations

Location

Barangays in Municipalities in the Province of Romblon namely in San Andres, Calatrava and San Agustin.

Participants

Communities along the CALSANAG major rivers, farmers and local officials.

Source of Funds

Institutional Extension Fund / LGU Counterpart/DENR/DA

Rationale

Riparian areas play a significant role in the landscape by providing plant and wildlife habitat, increasing landscape connectivity, and protecting water quality. Riparian vegetation influences river ecosystems by maintaining low water temperatures that allow many native plants and animals to survive. The shade decreases the amount of available light that prevents excessive growth of nuisance plants or algae. It creates dim or patchy lighting that provides habitats for predators and prey. However, some riparian areas of the country are in danger of deterioration due to uncontrolled exploitation combined with the loose implementation of environmental protection policies and regulations. Aggravated with erratic and extreme weather events that lead to flooding and droughts are expected to worsen in frequency and intensity due to climate change impacts.

The RSU Riparian research initiative (*Riparian Ecosystem Evaluation in major river systems of Tablas Island, Romblon*) will utilize the results of research output and translates it into an extension project that can help the community in protecting one of the most threatened ecosystems known as the riparian ecosystem. Over-all study findings showed that CALSANAG's riparian zones vegetative quality fall between moderate to poor conditions based on the RFV index (Riparian Forest Evaluation). It implies that riparian areas are under disturbed status and longitudinal connectivity of the vegetation is unhealthy, thus this condition would affect the riparian/ riverbank stability (protection services), water quality, freshwater organisms' population, and sustainability of the water supply of the sole watershed in Tablas Island. In response to the findings, the research team conducted a public consultative meeting with the affected communities, officials that came up with the initiatives through this extension program (*see attached request letter from barangay officials*).

In light of the university's REDi agenda priorities on environmental protection and conservation and response to Sustainable Development Goals (Natural capital), and to address the pressing issues of riparian status and to protect the riparian ecosystem integrity and water quality in CWFR, the extension program was conceptualize known as the “**RIPROCS Program**” which stands for *Riparian Restoration Program to Promote Climate Change Resilient Communities and Sustainable Water*. Generally, this extension program is toward the conservation, management, and protection of most threatened natural resources derived from the riparian ecosystem to promote climate change resilient communities and ensure sustainable water. The project has three facets which aim to address community climate change resilience and sustainable water holistically. The first facet is preparing communities and building their capacity on the different restoration strategies, how to propagate various species for enhancement planting of riparian areas, and establishment of community-managed tree nurseries. The second approach of the project is to develop (zoning) and establish a demo area for the development of healthy and productive riparian

zones. By growing and maintaining various endemic species of perennial and fruit-bearing trees along the riverbanks, therefore, enhancing biodiversity, and climate change resilience communities. The third facet is the advocacy to local/national actors and government agencies about the need for riparian zone initiatives at all levels and the need to share solutions and lessons learned to benefit people across the country.

Objectives

Overall

To restore, manage, and protect the riparian ecosystem most threatened natural resources (water, biodiversity, and ecosystem services) in CALSANAG Watershed Forest Reserve (WFR) to promote climate change resilient communities and ensure sustainable water.

Specific

- Encourage stakeholders' strong participation in the protection, rehabilitation and enhancement of riparian areas;
- Establish community managed tree nurseries for riparian rehabilitation. Grow and maintain various endemic species of perennial and fruit-bearing trees along the riverbanks to enhance biodiversity
- Establish community managed model riparian forest for and productive and healthy ecosystem.

Methodology

Social Mobilization

The proponents will conduct close coordination, courtesy calls and technical briefing with the key stakeholders (DENR-PAMB, LGUs, BLGUs, and locals) to ensure smooth and successful implementation of extension program. A forging of MOA (Memorandum of Agreement) will be done between RSU and cooperators/BLGUs involved in the program.

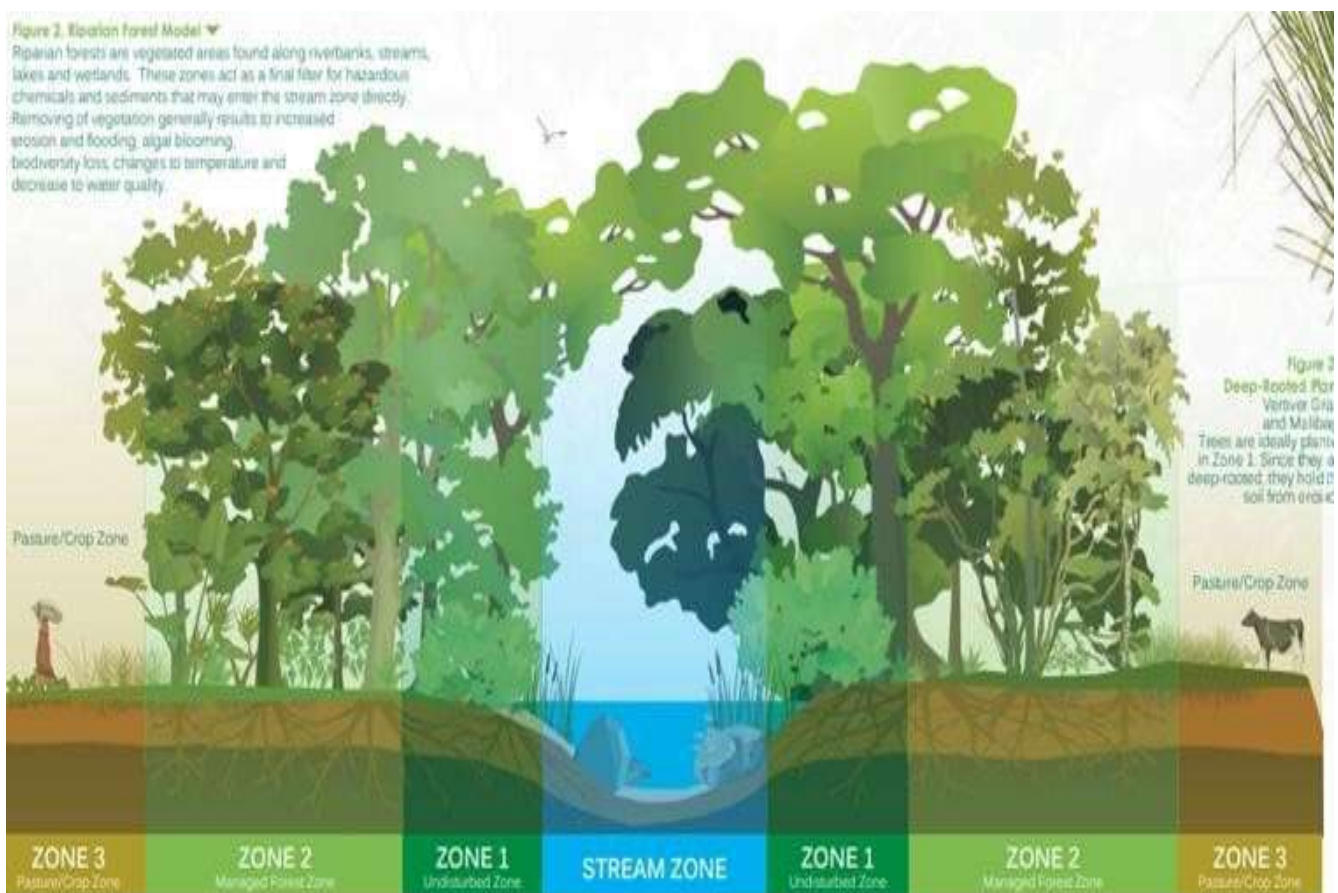
Implementation

(Phase 1- a. series of seminar-workshop, establishment of community nursery, riparian areas zoning). About three (3) major seminar-workshop will be implemented in phase 1 which will be given by various specialized resource speakers. Hands on activities was designed to apply what they learned during the seminar (different propagation techniques, raising and handling of quality planting materials, establishment of community plant nursery, and restoration techniques/farming systems).

Proper zoning in riparian areas (Figure 1) will be done with the assistance from the DENR, BLGU and community involved. The following are the different zoning categories: At least 10 meters from the riverbank shall be declared as a no touch zone or Zone 1; after which there shall be a designated Zone 2 (next 20 meters from zone 1) harvesting will be allowed based on the Sustainable Management Plan.

Agroforestry projects will be allowed (for areas designated as Zone 2-3). Cut and carry livestock raising or zero grazing (forage area should be in Zone 3 (10 meters from zone 2).

Phase 2 will focus on the implementation of restoration or rehabilitation plan of identified degraded/disturbed riparian zones. The agroforestry concept will be applied with multiple high valued species (fruit bearing trees, premium native trees, high valued crops) will be established in the zoned riverbanks. Careful selection of species to be planted should be considered based on the ecological requirements, availability of present species in the site and should complement on the overall goal of the program.



Adopted from Davao City "Adopt a River Program"

Figure 1. Riparian Forest Model

Post- Implementation

Evaluation of field growth performance of selected plant species will be evaluated to determine the success of species under harsh condition. On the otherhand, regular monitoring of the established AF farm will be done to ensure higher survival of the planted plants and as indication of the continuing health of the riparian forest and the stream. Also, there will be comprehensive study and analysis of individuals or organization who will participate as cooperators in this program. The pre-during and post monitoring interview will be applied to know the social, economic and ecological component change.

Gender and Development

Conscious acknowledgement of the proportionality of gender participation will be documented. The proper decorum on the gender streamlining will address the level of cautiousness when it comes to the functions of the family.

Sustainability Plan

The whole program considering this as a long term extension study will serve as input to the visioning and long term formulation of CAFF 2030 and Beyond Development Program of the College in reference to the University's thrusts and future plans.

For the sustainability approach, the developed AF farms along the restored riparian areas will become a community developed ecosystem and later into eco-tourism sites or recreational purposes. The long-term plan of this program is to convert the degraded riparian forest into healthy and productive riparian areas.

In terms of capacity building needs, depending on the request per barangay and municipality involved, several learning mediums will be provided and linking to other support institutions both for funding and recognition. The locals/communities play a very crucial role in the resource conservation and the protection of our natural resources. People's participation is increasingly essential to the development of policies on forest management. A locally reflective and more responsive watershed management program through participatory approaches will encourage grassroots level participation.

Expected Output

At the end of the program, it is expected to deliver the following outputs:

- Documents of the Focus Group Discussion/Interview/Survey/Client profile
- Socio-Economic Change Monitoring
- Photo documentaries
- MOA/MOU
- Establish operational community nurseries (quality planting materials)
- Area rehabilitated or percent of survival or field trial success
- Number of program adaptors (riparian forest model)
- IEC materials produced or Field handbook/Taining manual
- Report, articles, and policy brief produced.

Budgetary Requirement

(See attached Work and Financial Plan of the Program

Research Opportunities and Output of the Extension Program (Extension Research)

Possible researchable area in this extension program

- Conduct of biodiversity research in Riparian Forest (before and after the program.
- CALSANAG water quality (complete-biological, physical, chemicals) major streams.
- Riparian Forest restoration/rehabilitation success
- Locals or community adopted the program (Riparian Forest Model)
- Effectiveness of the program on the conservation, protection and sustainable development of management in the CWFR.

Development of training manual, modules, leaflets, etc.

In the development of learning mediums, this will be obligated to fit the capacity of the participants understanding and do the lay-man's manner of lecturing.

Conferences or venues for paper presentation of the results and outcomes of the extension program/project.

Several conferences and article publications could be targeted after a year of implementation that will be serving as an entry to most of developmental forum especially in the field of natural resources like in Federation of Crop Science Society, Animal Society of the Philippines, numerous SUCs sponsored conference, PNEE, SIRTDC, STARRDEC and others.

References

Addy S et al., 2016. River Restoration and Biodiversity: Nature-based solutions for restoring rivers in the UK and Republic of Ireland.

Amper et.al.2019. Rapid assessment of the riparian zone habitat of river. Global Journal of Environmental Science and Management. College of Forestry and Environmental Science, Central Mindanao University, Musuan, Bukidnon, Philippines.

Ralston, B.E., and Sarr, D.A., 2017, Case studies of riparian and watershed restoration in the southwestern United States—Principles, challenges, and successes: U.S. Geological Survey Open-File Report 2017-1091, 116 p., <https://doi.org/10.3133/20171091>.

Restore, 2013. "Rivers by Design: Rethinking development and river restoration - A guide for planners, developers, architects and landscape architects on maximizing the benefits of river restoration.UK.

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Community Flood Resilience along Three River Basins of Bengawan Solo, Citarum and Ciliwung. 2028. Global Network of Civil Society Organizations for Disaster Reduction. No. 8 Waldegrave Rd, Teddington TW11 8HT, United Kingdom.

Prepared by:

AMELYN A. FORMILLEZA

Lead Proponent RIPROCS Program
CAFF Faculty

Noted by:

PROF. DELBERT F. FORNAL
CAFF Extension Coordinator

Recommending Approval:

DR. ARTHUR R. YLAGAN
CAFF Dean

October 28, 2020

MERIAN P. CATAJAY-MANI, Ph.D., CESE
University President
Romblon State University
Liwagan, Odiongan, Romblon

Attention: **FOR. AMELYN A. FORMILLEZA**
Project Leader- Riparian Study
RSU-CAFF

Dear Madam President:

On September 28, 2020, the team from RSU conducted public dissemination of their project result at Doña Juana covered court, San Agustin. We participated in the said activity to be aware of the current status of the riparian areas in the three municipalities (Mari Norte, San Andres, Pasangahan, Calatrava, and Dona Juana, San Agustin). Based on the findings, nearly all CALSANAG riparian areas are under disturbed conditions, and longitudinal connectivity of the vegetation is unhealthy. It implies that the current status would affect the water quality and sustainability of the water supply.

With this, we barangay captains stand united to respond and find ways to restore the disturbed riparian areas. The first thing to do to address the issue is through capacity building of our concerned constituents occupying adjacent to the riparian zone. Thus, we are requesting technical assistance in your institution under the College of Agriculture, Fisheries, and Forestry. Specifically, requesting technical assistance on how to establish a nursery for raising plants intended for reforestation of our disturbed riverbanks, skills on different plant propagation methods, nursery operations, and appropriate farming techniques along with the riparian zone.

We are looking forward to your positive response and favorable action with our concern in the protection, conservation, and efficient management of CALSANAG Watershed, Forest Reserve.

Thank you very much and more power. God bless us all.

Respectfully yours,


HON. BARONIE C. GALAN, JR.
Barangay Captain
Mari Norte, San Andres


HON. DOMINADOR OGATIA
Barangay Captain
Pasangahan, Calatrava


HON. JOSEFINA MANALON
Barangay Captain
Doña Juana, San Agustin

WORK AND FINANCIAL PLAN										
Campus: Main, Liwanag, Odiongan, Romblon										
Extension Project :										
Project Duration:		January 2021-December 2021								
Project Cost:		Y2 = Php 230,500								
Source of Fund:RSU										
Project Activities	Jan	Feb	March	April	May	June	July	August	September	Otober
1. Planning, communication and coordination activities	5500	3500	5500	1500	1,500	1000	5,000	1,000	5,000	3,000
Transportation	2000	2000	2000				2,000		2,000	2,000
MOA/MOU Signing										
Communication/Net Connection	1500	1500	1500	1500	1500	1000	1000	1000	1000	1000
Meals/Food	2000		2000		2,000		2,000		2,000	
2. Purchase of field equipment, materials and supplies	13,000	16,000	13,000		5,000	5,000		5,000		
Planting materials	5,000	8,000	8,000							
Field supplies	5,000	5,000	5,000		5,000			5,000		
Office supplies	3000	3000				5,000				
3. Field Activities	11,000	11,000	11,000		5,000		-		13,000	
Riverbank zoning (3 main sites)	3,000	3000	3,000							
Community Nursery Establishment	8,000									
Plantion Establishment										
Maintenance Acts		8000	8,000						8,000	
Conduct of series seminar-workshop (Training materials, Kit, Food and snack (3))										
Monitoring and Evaluation					5000				5,000	
4. Extension Assistant and Field Assistant	14,000	14,000	8,000	8,000	8,000	8,000	8,000	-	-	-
(1) Agricultural Technician	8,000	8,000	8,000	8,000	8,000	8,000	8,000			
Field assistant @ 500/day	6,000	6,000								
5. Preparation and printing of report			-	10,000						5,000
IEC materials				5,000						
Policy brief				5,000						
Supplies and materials										5000
Total	43,500	44,500	37,500	19,500	19,500	14,000	13,000	6,000	18,000	8,000
Prepared by:										
AMELYN A. FORMILLEZA										
Project Proponent										

COMMUNICATION DEVELOPMENT PLAN

Communication Development
Plan for the RIPROCs Program
Sustainability
AY 2022-2025



Communication Development
Plan for the RIPROCs Program
Sustainability
AY 2022-2025



Introduction



Riparian

- Provide many ecological, social benefits, ecosystem benefits, performing critical functions in both hydrological and biogeochemical cycles

Introduction



Adapted from Davao City "Adopt a River Program"

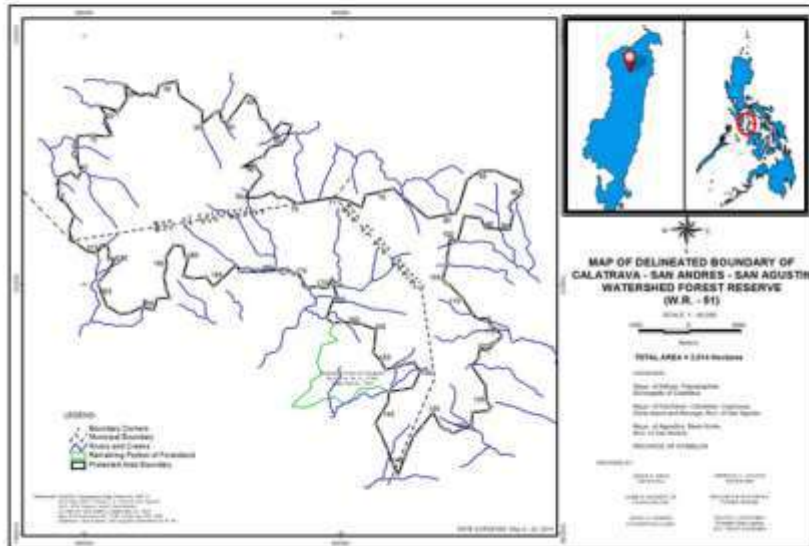
Figure 1. Riparian Forest Model

RIPROCS Program” which stands for *Riparian Restoration Program to Promote Climate Change Resilient Communities and Sustainable Water*. The RIPROCS program is a research and community need-based extension as part of the long-term solution to the diminishing ecological integrity, sustainable management, and development of CWFR Riparian zones.

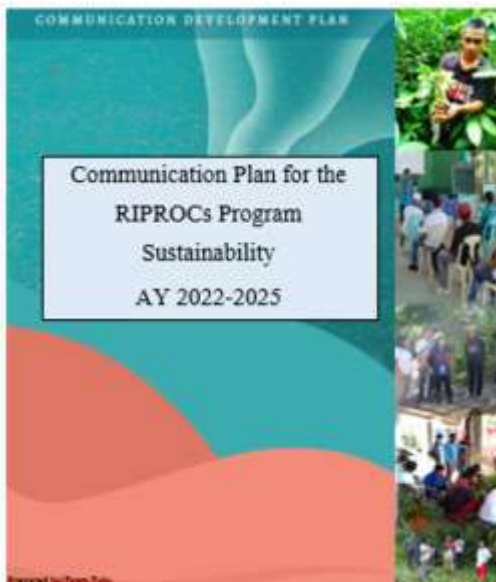
Problem/Gap



Project Area



COMDEV PLAN 2022-2025



Goal

The Dibtalk Communication Development Initiative, aims to enhance the community and stakeholders' knowledge and skills on the effective riverine conservation and management, also enhance the level of community's participation to attain the sustainability of the university's extension project on the riverbank/riparian protection, conservation and management for sustainable clean water and productive ecosystem



Situational Analysis

Key Issues and Entry Point

Table 1. Key Issues and Entry Point

Project Goal	Key Development Issue	Entry point for communication
Enhance the community and stakeholders' knowledge and skills on the effective riverine conservation and management, also enhance the level of community's participation to attain the sustainability of the university's extension project on the riverbank/riparian protection, conservation and management for sustainable clean water and productive ecosystem.	Unsustainable extension project/program on-farm productivity	Technology capacity adoption is very low

Related Policies and Programs

Table 2. Related policies and programs

Policy/ Program	Key provisions
SDG 2- Zero hunger SDGs 13, 14, 15	End hunger, achieve food security and improve nutrition and promote sustainable agriculture
RA 10068 - "Organic Agriculture Act of 2010"	It is hereby declared the policy of the State to promote, propagate, develop further and implement the practice of organic agriculture in the Philippines that will cumulatively condition and enrich the fertility of the soil, increase farm productivity, reduce pollution and destruction of the environment, prevent the depletion of natural resources, further protect the health of farmers, consumers, and the general public, and save on imported farm inputs. towards this end, a comprehensive program for the promotion of community-based organic agriculture systems which include, among others, farmer-produced purely organic fertilizers such as compost, pesticides and other farm inputs, together with a nationwide educational and promotional campaign for their use and processing as well as adoption of organic agriculture system as a viable alternative shall be undertaken. The State recognizes and supports the central role of the farmers, indigenous people and other stakeholders at the grassroots in this program.
RA 9720 - AN ACT CONVERTING THE IFUGAO STATE COLLEGE OF AGRICULTURE AND FORESTRY IN THE MUNICIPALITY OF LAMUT AND ALL ITS EXISTING EXTENSION CAMPUSES LOCATED IN THE PROVINCE OF IFUGAO INTO A STATE UNIVERSITY TO BE KNOWN AS THE IFUGAO STATE UNIVERSITY AND APPROPRIATING FUNDS THEREFOR	The University shall primarily provide advanced instruction and professional training in education, law, arts and sciences, public administration, information technology, accountant, business and industry, agriculture and forestry, engineering, indigenous knowledge and other relevant fields of study. It shall also undertake research and extension services, and provide progressive leadership in its areas of specialization.
University Goal No. 3	Sustainable extension and community engagement
Existing programs and services related to the project at hand	Services offered by programs
Organic Agriculture Programs of MLGUs	Provision of agricultural inputs and trainings to farmers

Related organizations

Organization	Mandate	Communication resource capacity	Potential contribution or collaboration
LGUs Municipality of San Andres Municipality of Calatrava Municipality of San Agustin	The LGU shall exercise the powers expressly granted, those necessarily implied there from as well as powers necessary, appropriate, or incidental for its efficient and effective governance, and those which are essential to the promotion of the general welfare. Further, the local government shall ensure and support, among other things, the preservation and enrichment of culture, promote health and safety, enhance the right of the people to a balanced ecology, encourage and support the development and appropriate and self-reliant scientific and technological capabilities, improve public morals, economic prosperity and social justice, promote full employment among their residents, maintain peace and order and preserve the safety and convenience of their inhabitants.	Support for the conduct of the project activities	Provision of project funds, project activities Monitoring and evaluation of activities
DOST-PCAARRD	PCAARRD aims to sustain dynamic leadership in science and technology (S&T), and innovation in the agriculture, aquatic and natural resources (AANR) sectors. <ul style="list-style-type: none"> Formulate policies, plans, programs, projects, and strategies for S&T development in the Agriculture, Aquatic, and Natural Resources (AANR) sector; Program and allocate government and external funds generated for R&D efforts in AANR; Monitor research and development (R&D) projects; and Generate external funds for its R&D activities 	Funds for information dissemination, trainings, IEC materials development and production	Provision of project funds, Monitoring and evaluation of activities Technical assistance
DA	The DA envisions a food-secured and resilient Philippines with empowered and prosperous farmers and fishers. As such, it shall collectively empower them and the private sector to increase agricultural productivity and profitability, taking into account sustainable, competitive, and resilient technologies and practices.	Source of additional funds and IEC materials	Provision of additional funds and IEC materials Monitoring and evaluation of activities Technical assistance
University (IFSU)	The University shall primarily provide advanced instruction and professional training in education, law, arts and sciences, public administration, information technology, accountancy, business and industry, agriculture and forestry, engineering, indigenous knowledge and other relevant fields of study.	Development and production of IEC materials and modules	Provision of manpower (project team) Monitoring and evaluation Technical assistance

Communication Resources

Communication Resources	Ownership and Prevalence	Potential for use in the project
Mass Media (TV, Radio, Newspaper)	Govt owned TV most prevalent	Gen information dissemination
ICTs and social media	75% owned cell phone 60 % with access to internet	Tools for quick opinion polling and survey
Local Champions (person resources)	local leaders highly trusted in community	Allies of the project
Institutional sources within the community -schools -other local govt offices	2 primary schools 1 secondary school	venue for orientation/ interagency collaboration
institutional sources outside the community (NGO's)	Pro-project NGOs	allies in gaining support of communities
Printed IEC materials (brochures, flyers)	Owned and printed by the University	For dissemination of appropriate technologies to the community
Social media	60% with access to the internet Facebook/ Messenger as the most prevalent	Information dissemination
2 FM radios	MLGU owned radios	Support media during community briefings
Local champions	5 organic farming practitioners supportive of the project	As resource persons during trainings and capacity building activities
Government agencies (DOST, DA, PLGUs, MLGUs)	partners	Source of project funds M&E activities Interagency coordination and collaboration
Farmers organization, Women's organization	partners	allies in gaining support of communities

Analysis of stakeholders

Stakeholder(s)	Stake/Interest(s)	Profile (Socio-Demographic Characteristics -SDC), Knowledge, Attitude, and Practice -KAP)
Primary: Farmers	• Partner/ steward of farming resources	<ul style="list-style-type: none"> 40-60 years old Elementary undergraduate With years of traditional farming experiences • Limited awareness of the university's extension programs Apprehensive towards new farming innovations/technologies Strong preference over traditional farming methods
LGU/ Community Leaders (Municipal Mayors and Barangay Officials)	• Policy formulation/program support services	<ul style="list-style-type: none"> 45-55 years old College graduates With years of legislative experience Well-aware of the agricultural extensions of the university Limited participation/collaboration with the University's extension program/projects to the

Action Plan

Community Activity	Output	Schedule (Monthly)												Person in Charge	Budget	
		1	2	3	4	5	6	7	8	9	10	11	12			
Communication Objective # 1: At the end of the 2nd phase of program implementation, the LGUs should be able to formulate resolutions in the form of ordinances																
Activity																
1. Consultative meetings	Report/Documentation														RSU and LGU	5000
2. Stakeholders' briefing	Report/Documentation Community Plan and commitment														RSU and LGU	5000
3. Seminar-workshop	5 ordinances formulated														RSU, DENR & LGU	15000
Communication Objective # 2: At the end of the program implementation, riverbank residents should be able to develop 100% participation in the management of riverbank resources.																
4. Community dialogue	1 Signed MOA per municipality (3)														RSU and LGU	5000
5. Training	Training manual (5) Nursery management, planting materials propagation, Restoration approaches, Agroforestry System, Marketing Strategy (Agri-products)														RSU and LGU	180000
	Documentation/ Training Report (3)														RSU, DENR & LGU	5,000
6. Organizing a group	1 Organization created per municipality (3)														RSU, DENR & LGU	5000
7. Conceptualizing and development of communication materials	PT- Leaflets														RSU	5,000
8. Pre-testing	Pretest Instrument															15,000
	Report															2500
9. Production and distribution of communication materials	Leaflet on productive riparian/riverbank ecosystem															8000
	Leaflet on community management of the riparian/riverbank															8000
	Leaflet on clean river															8000
10. Strengthening linkage and partnership	3 agencies (DA, DENR, DOSt)														RSU	5,000
11. Monitoring and Evaluation	M & E Report														RSU, DENR & LGU	15000

MONITORING AND EVALUATION

Objective	Indicator for M&E	Target/ Standard	Source of Data	Data Gathering Method	Person Assigned	Schedule of Data Gathering
At the end of the 2nd phase of program implementation, the LGUs should be able to formulate at least three (3) resolutions [1. Limited river sand and gravel mining, 2. No dumping of any wastes materials in the river and riparian areas and 3. Allocating funds for the regular activities for the riverbank/riparian protection and management)	-number of resolutions formulated after the 2nd Phase of the extension program -number of resolutions approved and implemented to support the protection and management of riverbank/ riparian	After 2nd year (end of Phase 2) 100% implementation of the resolutions approved	- Progress Report - Minutes of meeting	-Group Interview -Focus Group Discussion	RSU Extension Team and with partners (LGUs and DENR)	Year after the implementation
At the end of the program implementation, riverbank residents should be able to develop 80% participation in the management of riverbank resources.	-number of participants committed to the program -number of participants attending the project activities	- 2nd year of the implementation - 80% participation in the management of the riverbank	-FGD -Survey results -Activity report	Survey (interview- individual and group)	RSU Extension Team Project team Project staff	Every after the activity

PAPER PRESENTATION



Amy Formilleza <formillezaamy@gmail.com>

submitted entry

2 messages

Angelina Gonzales <angelinatadurangonzales@yahoo.com>
To: Amy Formilleza <formillezaamy@gmail.com>

Wed, Oct 6, 2021 at 6:36 AM

MS. AMY FORMILLESA
formillesaamy@gmail.com

Dear Ms Formillesa,

Greetings with peace and healing!

The Papers and Awards Committee is happy to inform you that your Research Paper for Extension titled "RIPROCS Program: Riparian Restoration Program to Promote Climate Change Resilient Communities and Sustainable Water in CALSANAG Watershed Forest Reserve in Tablas Island, Romblon, Philippines" is one of the entries considered for the **2021 Outstanding Research Paper On Extension Award** of PhilEASNet. Anent this, please submit your Full Paper on or before October 8, 2021. For the meantime, just be prepared with your Power point presentation and submit at once while waiting for further advise.

Thank you so much for being a member and for your participation.

Sincerely,

Angelina T. Gonzales
Chairman,
Papers and Awards Committee

Amy Formilleza <formillezaamy@gmail.com>
To: Julio Chavez <uplb1986@yahoo.com>

Wed, Oct 6, 2021 at 8:08 AM

Sir,

Here's the response from our extension paper.

Stay safe po.

Amy
[Quoted text hidden]

2021



2021

Virtual AFFNR Extension Symposium and PhilEASNet General Assembly

"GOVERNANCE OF EXTENSION SYSTEMS FOR THE NEW FUTURE"
October 14-15, 2021

Riparian Restoration Program to Promote Climate Change Resilient Communities and Sustainable Water in CALSANAG (RIPROCS Program)



RSU_Amelyn Ambal Formilleza (1)



presents this

Certificate of Paper Presentation

To

**Amelyn A. Formilleza, Julio Romeo T. Chavez,
Marjail I Ferriol, Vlaire Jane Formento, Mae Stella A Fornal, Edgar V Andalecio, Rosalito F.
Gregorio, Delbert I. Fornal, Marife Sayat, Juniel G. Lucidos, and Merian C. Mani**

for presenting a paper on

RIPROCS Program: Riparian Restoration Program to Promote Climate Change Resilient Communities and Sustainable Water in CALSANAG Watershed Forest Reserve in Tablas Island, Romblon, Philippines

*during the 2021 Virtual PhilEASNet Biennial AFFNR Extension Symposium with the theme:
"Governance of Extension Systems for the New Future"
held on October 14-15, 2021.*

Given this 15th day of October 2021.


ERIC P. PALACPAC, Ph.D.
President



ROMBLON STATE UNIVERSITY RESEARCH AND DEVELOPMENT OFFICE

2/F Research Building, RSU-Main Campus, Liwasan, Odiongan, Romblon 5505
Telephone: (042) 567-5580
Email: red@rsu.edu.ph
Website: rsu.edu.ph



Management System
ISO 9001:2015



RSU Vision

A research-based academic institution committed to excellence and service in nurturing globally competitive workforce towards sustainable development.

RSU Mission

Romblon State University shall nurture an academic environment that provides advanced education, higher technological and professional instruction and technical expertise in agriculture and fisheries, forestry, engineering and technology, education, humanities, sciences and other relevant fields of study and collaborate with other institutions and communities through responsive, relevant and research-based extension services.

RSU Quality Policy

Romblon State University commits to provide higher education through quality instruction, research, production, and community-based extension services that meet or exceed the requirements and expectations of the university's stakeholders. It will comply with international standards, applicable statutory and regulatory requirements, and continuously improve the Quality Management System's effectiveness through periodic monitoring and evaluation toward sustained remarkable outcomes.

RSU Core Values

Stewardship
Competence
Resilience
Integrity
Balance
Excellence
Service

These Core Values serve as our guiding principle in our efforts to make ROMBLON STATE UNIVERSITY a recognized HEI in the region and beyond.

18 November 2022.

Ms. Amelyn A. Formilleza

College of Agriculture, Fisheries and Forestry

Dear **Ms. Formilleza**:

Greetings of peace and prosperity!

We are glad to inform you that your paper titled "RIPROCS Program: Riparian Restoration Program to Promote Climate Change Resilient Communities and Sustainable Water in CALSANAG Watershed Forest Reserve in Tablas Island, Romblon, Philippines" under the **Extension** theme has been accepted for presentation at the First National REDI Congress on November 29, 2022 sponsored by the REDI unit of Romblon State University. Our keynote speaker is Dr. Fortunato B. Sevilla III, an academician and UST professor emeritus.

Since the Congress is purely conducted online, please submit a pre-recorded video presentation of your paper not longer than 10 minutes on or before **November 22, 2022**. Upload it to your personal Google drive and send the link to rsu.rep@gmail.com. Submission of the full manuscript is NO longer required. A suggestive presentation template is uploaded in our landing site at bit.ly/RSU-REDI but it is not prescriptive. A five-minute Q&A follows after your presentation.

Please pay the registration fee of P500.00 per paper or P250.00 if you are an RSU graduate student (provide proof) to the bank details below and send proof of payment to rsu.rep@gmail.com. Registration fee of RSU faculty and employees is free.

Land Bank of the Philippines, Odiongan, Romblon Branch
Type of Account: Current
Account Name: Romblon State University Fund 164
Account Number: 1162-1061-43

Below are the Zoom credentials for the Congress:

Meeting ID: 958 3599 1956
Password: REDi2022

Should you have any concerns, please feel free to contact Ms. Jewel V. Olarte, our R&D Publications Unit Head, on the following: 0906-0319862; FB Messenger: Jwl Villanueva. olarte.jewelle17@gmail.com.

Kindly check also our landing site and FB page (RSU-REDi) from time to time for updates on the schedule of your presentation. Thank you very much for your interest in this Congress, and we look forward to meeting you virtually.

Introduction



- Provide many ecological, social benefits, ecosystem benefits, performing critical functions in both hydrological and biogeochemical cycles





REDI
RESEARCH - EXTENSION - DEVELOPMENT - INNOVATION



CERTIFICATE OF PRESENTATION

IS AWARDED TO

Ms. Amelyn A. Formilleza

for presenting the paper titled

RIPROCS Program: Riparian Restoration Program to Promote Climate Change Resilient Communities and Sustainable Water in CALSANAG Watershed Forest Reserve in Tablas Island, Romblon, Philippines

during the **1st National REDi Congress** with the theme,

**"Research, Extension, Development and Innovation:
Sustaining the Culture of Sharing towards Future-Ready HEIs"**

held on November 29, 2022 via Zoom.

Given this 29th of November 2022 at Rombon State University, Odiongan, Romblon.


Merian P. Catajay-Mani, Ed. D., CESE

University President

PAMB Resolution

CWFR-PAMB RESOLUTION NO. 099-20

Series of 2020

RESOLUTION ADOPTING THE INTEGRATED MANAGEMENT APPROACH FOR RIVER RESTORATION AND MANAGEMENT PROPOSED ACTION UNDER THE PROJECT RIPARIAN ECOSYSTEM EVALUATION IN MAJOR RIVER SYSTEM FOCUSING CALSANAG WATERSHED FOREST RESERVE LOCATED AT TABLAS ISLAND, ROMBLON

WHEREAS, pursuant to Republic Act No. 7586 otherwise known as the "National Integrated Protected Areas System Act of 1992" as amended by Republic Act No. 11038 otherwise known as the "Expanded National Integrated Protected Areas System Act of 2018 under Section 10 provide the basis for assistance from national agencies to accomplish the objectives and activities of the System;

WHEREAS, For. Amelyn A. Formilleza of RSU-CAFF presented before the Board the RIPROCS Program: Riparian Restoration Program to Promote Climate Change Resilient Communities and Sustainable Water in CALSANAG (2020-2022) under the project Riparian Ecosystem Evaluation in major river system within CALSANAG Watershed Forest Reserve located at Tablas Island, Romblon;

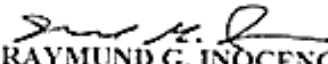
NOW THEREFORE, ON MOTION of Hon. Sulpicio G. Machado duly seconded by Hon. Ernie T. Enguillo, the CWFR-PAMB in a regular meeting assembled-

RESOLVED, as it is hereby resolved, that this Body hereby adopts the Integrated Management Approach for River Restoration and Management Proposed Action under the project Riparian Ecosystem Evaluation in Major River System focusing CALSANAG Watershed Forest Reserve located at Tablas Island, Romblon

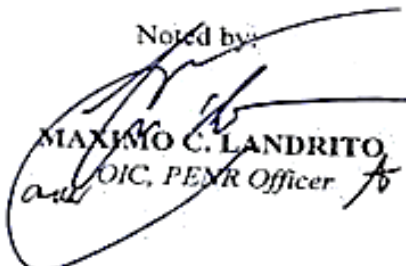
RESOLVED FURTHER that copies of this resolution shall be furnished all concerned Municipal Mayors of Calatrava, San Agustin and San Andres, Province of Romblon, the Department of Environment and Natural Resources (DENR) thru the Regional Executive Director, the Provincial Environment and Natural Resources Officer (PENRO) of Odiongan, Romblon, and other concerned offices and entities, for their information, guidance and appropriate action.

ADOPTED UNANIMOUSLY this 16th day of October 2020.

Prepared by:


RAYMUND G. INOCENCIO
ECOMS II
and Concurrent PASu of CALSANAG WFR

Noted by:


MAXIMINO C. LANDRITO
and OIC, PENR Officer

Approved:


HON. RODEL E. MORES
Presiding Officer

Affirmed:

MA. LOURDES G. FERRER, CESO IV
Regional Executive Director
DENR-MIMAROPA Region

MERIAN P. CATAJAY-MANI, Ph.D., CESE

University President

This University

Dear Madam,

Environmental greetings!!!

Respectfully requesting for the travel order of the project team for the conduct of the concluding activity for the project entitled “*Riparian Ecosystem Evaluation in major river systems of Tablas Island, Romblon*”. The team will conduct public dissemination of project results, community consultation, and series of lectures on the river restoration and ecosystem management at covered court, Dona Juana, San Agustin on September 28, 2020 (*please refer attached program of activities for reference*). This activity will bring together local officials (18 participants) from three adjoining municipalities to discuss the imperative importance of the river, management, and restoration practices. Introducing natural processes can reshape rivers to provide a diversity of habitats required for a healthy river ecosystem and enhance the resilience to floods and climate change impacts.

During the conduct of the activity, rest assured that we will comply with health protocol and precautionary measures for COVID 19, and the team will strictly observe proper social distancing, and wear a mask/ face shield.

Anticipating your support for the advancement of research at this university.

Thank you so much.

Sincerely yours,

FOR. AMELYN A. FORMILLEZA

Project Leader

Faculty-CAFF

PROGRAM OF ACTIVITIES

Part I: 7:00 am-9:00	<i>River bank tree planting Clean-up Drive</i> at Downstream area, Humagikhik River, San Agustin	Participants (Barangay Captain, Kagawad and Barangay Tanod)
Part II: 9:00 am	Opening Program	
	Registration/Attendance:	Ms. Marife S. Sayat/CAFF Faculty
	Opening Prayer:	Doña Juana representative
	National Anthem:	Doña Juana representative
	Welcome Remarks:	Hon. Josefina Manalon Barangay Captain
	Opening Remarks:	Prof. Amelyn A. Formilleza Project Leader/ CAFF Faculty
PART III: 9:30 am	Lecture	
9:30 – 10:30 am	TOPIC 1:	<i>Project Report</i> Prof. Amelyn A. Formilleza Project Leader/ CAFF Faculty
10:30 – 10:45 am	Snacks	
10:40- 11:45 am	TOPIC 2:	<i>River Morphology and Function</i> Prof. Amelyn A. Formilleza Project Leader/ CAFF Faculty
11:45 -12-30 nn	Lunch and Siesta	
12:30 – 1:30 pm	TOPIC 3:	<i>Riparian Ecosystem Function and Importance</i> Ms. Donna Mycah P. Gaa Project Staff/ Agricultural Technologist 1
1:30-2:30 pm	TOPIC 4:	<i>River Restoration and Management</i> Prof. Amelyn A. Formilleza Prof. Edgar V. Andalecio Prof. Delbert F. Fornal Project Co-proponents/CAFF Faculty
2:30-2:45 pm	Snacks	
2:45-3:30 pm	TOPIC 5:	<i>Solid Waste Management</i> Prof. Marjail I. Ferriol CAFF Faculty
3:30-3:45 pm	Open Forum/Impression	Ms. Marife S. Sayat/ Moderator CAFF Faculty
3:45-4:30 pm	Barangay Discussion and Presentation of River Management Plan	Hon. Barone C. Galan, Jr. Barangay Captain, Marigondon Norte Hon. Dominador Ogotia Barangay Captain, Pagsangahan Hon. Josefina Manalon Barangay Captain, Doña Juana
	Closing Remarks:	Prof. Edgar V. Andalecio Project Co-proponents/CAFF Faculty
	Closing Prayer:	Pagsangahan Kagawad representative



July 01, 2020

MS. CYNTHIA R. LAYNEA

Accountant III
This University

Madam:

Greetings of peace...

On our collaborative effort to facilitate and continue the implementation of the approved project entitled *Riparian Ecosystem Evaluation in Major River System of Tablas Island, Romblon*, the undersigned would like to request for the processing and release of our cash advance amounting to PhP 86,160.00 to be utilized for the conduct of the project activities (kindly refer on the table):



PROJECT ACTIVITIES	BUDGET ALLOTTED
1. Planning, communication and coordination activities	14, 400.00
2. Purchase of field equipment, materials and field supplies	15, 800.00
3. Conduct of experiment and collection of data	38, 960.00
4. Hiring of Field Assistant	15, 000.00
5. Office supply	2, 000.00
TOTAL	P86, 160.00

Looking forward to your usual support and kind approval on our request.
Thank you and God bless.

Respectfully yours,

FOR. AMELYN A. FORMILLEZA

Assistant Professor III
Project Leader-Riparian Study

PRELIMINARY RESULT

Current Use of River and Socio-demographic Profile

A survey was conducted to determine the use of the river among the residents of the CALSANAG riparian areas and identify the human activities currently going on in the river. Results of the survey are presented in Table 1.

Table 1. Distribution of users of River

Uses and Activities in River	Percentage (%)
<i>Uses of river</i>	

Source of drinking water	59
Source of water used for cooking	90
Farming/agricultural purposes	58
Animal tending	66
Source of food	14

Activities in the river

Swimming	20
Bathing	100
Washing of clothes	93
Getting of water for toilet	63
Dumping of garbage	0

Significance of river

Very important (<i>Lubos na nakatutulong</i>)	81
Helpful (<i>Nakatutulong</i>)	17
Not helpful (<i>Di nakatutulong</i>)	0
Not very helpful (<i>Di lubos na nakatutulong</i>)	2

Notably, results show that most of the uses that residents get from the river are responsive to and address household needs: for drinking water (59%), for cooking purposes (90%), and as source of food (14%).

Another notable uses of the river are for agricultural purposes such as animal tending (66%) where the residents get water from the river to bathe and feed their

cattle. And lastly, the river is also the major source of irrigation that caters to the neighboring rice fields and farms (58%).

Results of the survey also showed that most of the activities done in the river are relative to household activities of the residents. All of the respondents get water from the river for bathing, that is, either they bathe in the river or fetch water from the river for bathing.

Almost all (93%) do their laundry in the river while more than half (63%) get water from the river for toilet use. None of respondents dump their trash into the river. A closer look at the data shows that some of the respondents get water from the river for drinking and cooking even if most of them do the laundry or bathe their animals in the river. The latter activities might contaminate the water rendering it unsafe for drinking and cooking. These might cause health problems among the residents in the long run. Also, the results show that all of the respondents benefit from the river with at least one (1) use or activity done in the river. With this number, this project also looked into the significance of the river as perceived by the respondents. All of them said that the river helps them in their daily life in one way or another as presented in the previous discussion. Majority (81%) of the respondents said that the river provides great significance; about ten percent shared that it is indeed helpful; while two percent said that it is not that significant. There is no respondent said that the river does not help in any way. With the current use and activities done in river, the survey also sought how the

respondents see the current condition of the river. Sixty-six percent said that the river is still clean. There are about seventeen respondents (29%) said that the river is not that clean anymore while three respondents (5%) said that it is already dirty.

Moreover, since the river is a local resource that residents depend on for water, it is deemed necessary to establish precautions and mechanisms to protect and maintain its cleanliness. Part of the survey was to ask the respondents their suggestions on how to further protect the river particularly the riparian areas. Some say that it could help if there will be assigned people to ensure that the river and its surroundings are maintained and cleaned regularly. Some also suggested hiring a person who will monitor the activities in the river and ensure that these activities are not detrimental. Another suggestion is to plant trees near the river and guard the trees around it against illegal logging. Other respondents cite dumping of trash into the river as detrimental and has to be avoided. They also suggested penalizing those who will be caught doing activities that can be damaging to the river.

One common grievance aired by the respondents is the practice of using pesticide in getting fresh water shrimp or *uyang* from the river. Many recount that the reason why there are now lesser harvest of shrimps was due to poisoning especially in the upstream area. Therefore, one suggestion for the protection of the river is to stop this practice. In addition, some of the residents raise animals near the river which results to dumping of animal waste into the river. Hence, a

suggestion was made to discourage residents to have their pens near the river. Another notable suggestion was to increase the awareness of people on how to maintain the river through educational activities. Also, one of the respondents said that it is important to involve the residents in maintaining the river through community service.

A survey was also conducted to assess the households who utilize the river for domestic use and irrigation among others, and water services catered by the CALSANAG Watershed.

Almost a third of the respondents (31%) are farmers while nineteen percent are laborers. Others are under the informal economy namely: handicraft maker (12%), construction worker (7%), driver (3%), sari-sari store owner (12%), laundrywoman (2%), foreman (2%), cook (2%), and fisherfolk (3%). One (1) respondent is a teacher, three (3) are unemployed, and one (1) pensioner.

Among the respondents, more than half (56%) earn a monthly income of P1,000-P5,000 (Table 2). These income earners are mostly farmers, laborers and handicraft makers. High income monthly earners with more than Php15,000 are the least numbered at a total of five percent. Professionals and business owners (eg. sari-sari store) comprise this group.

Table 2. Frequency distribution of respondents and their monthly income

Income Range	Frequency	Percentage (%)
--------------	-----------	----------------

(n=59)		
Below 1,000	3	5
1,000 - 5,000	33	56
5,001 - 10,000	13	22
10,001 - 15,000	7	12
15,001 - 20,000	1	2
20,001 - 25,000	2	3

Most of the residents were aware of the benefits they gain from the river from domestic use to irrigation purposes. They also acknowledged the repercussions of not taking good care of the river. In addition, LGU promotes the conservation and appropriate use of water especially those households with connection from the water pipeline coming from the upstream. Currently, those households with direct water line pays an initial of Php100.00 for membership fee and PhP20.00 monthly for the maintenance of the pipeline and the water tank. They, however, has no complaints regarding this compulsory payment since they recognize the efforts of the LGU to protect and maintain the cleanliness of the river.

Accomplishment

Activity/ies Conducted

1. Seminar-Workshop on Riparian Restoration and Management
2. Training on Nursery Establishment and

Activity 1

Seminar-Workshop on Riparian

**ROMBLON STATE UNIVERSITY**

Odiongan, Romblon

Tel No. (042) 567-5273

Email: rsuextension@gmail.com

URL: www.rsu.edu.ph

**EXTENSION AND TECHNICAL ADVISORY SERVICES RIPROCS Program:**

Riparian Restoration Program to Promote Climate Change Resilient Communities and Sustainable Water in CALSANAG (2021-2022) Phase 1

Activity 1. Seminar-Workshop on Riparian Restoration and Management

Theme: Protecting rivers, sustaining habitats and enhancing community resilience to climate change

The research output from the study titled *Riparian Ecosystem Evaluation in major river systems of Tablas Island, Romblon* became the basis of the conceptualization of this extension project. This initiative, will help the community in protecting one of the most threatened ecosystems known as the riparian ecosystem and enhance the community's resilience to climate change. Findings indicated that CALSANAG's riparian zones' vegetative quality falls between moderate to poor conditions based on the RFV index (Riparian Forest Evaluation). This implies that riparian areas are under disturbed status and longitudinal connectivity of the vegetation is unhealthy, thus this condition would affect the riparian/ riverbank stability (protection services), water quality, freshwater organisms' population, and sustainability of the water supply of the sole watershed in Tablas Island.

Part of the activities under the RIPROCs program was a series of training as part of the capability-building component to ensure that the community is aware or educated on how to manage the riparian zones and its dynamics. With that, the team conducted a seminar-workshop on riparian restoration and management of the riparian areas in the three municipalities (Mari Norte, San

Andres, Pasangahan, Calatrava, and Dona Juana, San Agustin). Aside from the seminar-workshop, river bank clean-up and tree planting were also done.



Figure1. During the workshop and open forum



Figure 2. The group during the lecture (above) and The RSU Riparian Team with Barangay Pagsangahan participants head by Hon. Oгатia (lower)



Figure 3. During the Photo op: The RSU Team with Mari Norte Group, San Andres (above) and Doña Juana Group (below)



Hon. Josefina Manalon
Barangay Captain-Doña Juana



Dr. Boromeo B. Motin
Campus Director-San Agustin




Hon. Dominador Ogatia
Barangay Captain-Paasangahan, Calatrava



Hon. Barone C. Galan Jr.
Barangay Captain-Mari-Norte, San Andres

Figure 4. During the Tree Planting activity along the riparian zones

Prepared by:


AMELYN A. FORMILLEZA
Lead Proponent RIPROCS
ProgramCAFF Faculty

Noted by:


DELBERT F. FORNAL
Extension Coordinator

Recommending Approval:


DR. ARTHUR R. YEAGAN
CAFF Dean

PART I

8:00 am

River Bank Tree Planting and Clean-up Drive @

Lunch and Siesta

12:30 - 1:30 pm

TOPIC 3: Riparian Ecosystem Function and Importance

Downstream, Fumagikhik River

and Native Species of Riparian Areas /Ms. Donna Mycah P. Gaa

PART II

9:00 am

Opening Program

TOPIC 4: River Restoration and Management

Attendance:

Ms. Marife S. Sayat/CAFF Faculty

Prof. Amelyn A. Formilleza/Prof. Edgar V. Andalecio/ Prof. Delbert F. Fomal

Opening Prayer:

Doña Juana Representative

Project Co-proponents/ CAFF Faculty

National Anthem:

Doña Juana Representative

Snacks

Welcome Remarks:

Hon. Josefina Manalon

SOLID Waste Management

Opening Remarks:

Baranggay Captain

Prof. Marjail I. Ferrio/CAFF Faculty

Opening Forum/Impression

Project Leader/ CAFF Faculty

Ms. Marife S. Sayat/ Moderator

Lecture

Project Leader/ CAFF Faculty

CAFF Faculty

PART III

9:30 am

Lecture

Barangay Discussion and Presentation

Hon. Barone C. Galan, Jr.

of River Management Plan

Barangay Captain, Marigondon Norte

TOPIC 1: Project Report

Prof. Amelyn A. Formilleza

Hon. Dominador Ogatia

Project Leader/ CAFF Faculty

Barangay Captain, Pagsangahan

Snacks

TOPIC 2: River Morphology and Function

Closing Remarks:

Prof. Edgar V. Andalecio

Prof. Amelyn A. Formilleza

Closing Prayer:

Pagsangahan Kagawad Representative



ROMBLON STATE UNIVERSITY

Odiongan, Romblon
Tel No. (042)567-5273
URL: rsu.edu.ph

OFFICE OF THE UNIVERSITY PRESIDENT

TRAVEL ORDER

No. 343, s. 2020



TO : MS. AMELYN A. FORMILLEZA
MS. MARJAIL I. FERRIOL
MR. ROSALITO F. GREGORIO, JR.
MR. DELBERT F. FORMAL
MS. MARIFE S. SAYAT
Faculty/Staff, College of Agriculture, Fishery and Forestry (CAFF)
MR. DIONE F. FERRANCULLO
Administrative Aide III/Driver
This University

DATE : November 9, 2020

In relation to the implementation of the extension project entitled "**RIPROCS: Riparian Restoration Program to Promote Climate Change Resilient Communities and Sustainable Water in CALSANAG – Phase I**", you are hereby authorized to travel on **Official Business** to **San Andres, Calatrava and San Agustín** on **November 12 – 13, 2020** to conduct first field activity, with Mr. Dione F. Ferrancullo to drive the TAMARAW FX (WHITE) school service vehicle.

You are further advised to observe the safety precautionary measures of DOH such as proper social distancing and other hygienic measures while on transit. Furthermore, keep your school ID with you or present this order as a quarantine pass at checkpoint areas without prejudice to the LGU's observed quarantine protocols.

Services of the driver beyond office hours will be compensated as overtime pay however justified by Trip Ticket.

Expenses incident to this travel shall be charged against the **project fund** subject to the usual accounting and auditing rules and regulations.

Please be guided accordingly.


MERIAN P. CATAJAY-MANI, Ed.D., CESE
University President

Copy furnished:
Chief Admin. Officer
Accountant
Budget Officer
Personnel Office
Resident Auditor
Records Officer
File
2020/OP/MPCM/htd





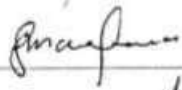

Serving with Honor and Excellence!

reminded. Pls. follow all the ISPP protocols

**TREE PLANTING AND RIVER CLEAN-UP DRIVE AND SEMINAR- WORKSHOP
ON RIVER RESTORATION AND ECOSYSTEM MANAGEMENT**

**"PROTECTING RIVERS, SUSTAINING HABITATS, ENHANCING COMMUNITY RESILIENCY
ATTENDANCE SHEET
November 12-13, 2020**

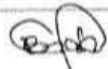

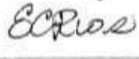


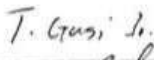
BRGY. DOÑA JUANA, SAN AGUSTIN ROMBLON

NO.	NAME	CONTACT NUMBER	SIGNATURE
1.	Hon. Josefina M. Manalon	09124 9464 73	
2.	Kag. Bernabe M. Tome	0907 3084644	
3.	Kag. Norma M. Dela Cruz	0926 441 9765	
4.	Kag. Arnold M. Manalon	0946 381 6690	
5.	Mr. Jupiter G. Montesa		
6.	Ms. Elisa G. Meran	For # 0946 5374121	For. 

**TREE PLANTING AND RIVER CLEAN-UP DRIVE AND SEMINAR- WORKSHOP
ON RIVER RESTORATION AND ECOSYSTEM MANAGEMENT**

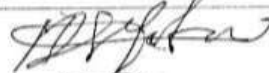
**"PROTECTING RIVERS, SUSTAINING HABITATS, ENHANCING COMMUNITY RESILIENCY
ATTENDANCE SHEET
November 12-13, 2020**

BRGY. MARIGUNDON NORTE, SAN ANDRES, ROMBLON

NO.	NAME	CONTACT NUMBER	SIGNATURE
1.	Hon. Barone C. Galan, Jr.	09213359585	
2.	Eranis T. Enguilla	09079220668	
3.	Eronie C. Rios		
4.	Johnny M. Gabon	09461070984	
5.	Gerlyn L. Rios		
6.	Teddie F. Gusi		T. Gusi Jr. 


7) DOLITO S. GABON

09511142452




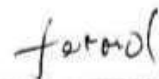
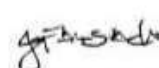
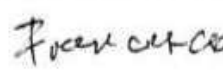

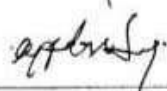
8. Nerine Joy Enguilla

09122580052



**"PROTECTING RIVERS, SUSTAINING HABITATS, ENHANCING COMMUNITY RESILIENCY
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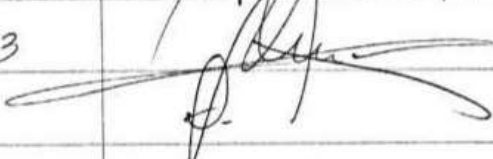
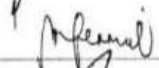

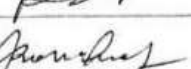

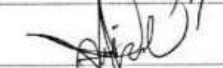


BRGY. PANGSANGAHAN, CALATRAVA, ROMBLON

NO.	NAME	CONTACT NUMBER	SIGNATURE
1.	Hon. Dominador Ogatia	09997892519	
2.	Kag. Khiram Ferriol		
3.	Kag. Junar Falsado		
4.	Kag. Cepriano Francisco		
5.	Mr. Emerson Dado		
6.	Mr. Clarito Espelimbergo		

**TREE PLANTING AND RIVER CLEAN-UP DRIVE AND SEMINAR- WORKSHOP
ON RIVER RESTORATION AND ECOSYSTEM MANAGEMENT**

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ATTENDANCE SHEET
November 12-13, 2020**

RIFARIAN TEAM- ROMBLON STATE UNIVERSITY

NO.	NAME	CONTACT NUMBER	SIGNATURE
1.	Prof. Amelyn A. Formilleza	0926 326 3436	
2.	Prof. Edgar V. Andalecio	09396561093	
3.	Prof. Delbert F. Fornal		
4.	Prof. Marjail I. Ferriol	09778502226	
5.	Prof. Julio Romeo T. Chavez	0922 - 452 - 7617	
6.	Prof. Denver I. Walitang	0945 - 192 - 2205	
7.	Prof. Borromeo B. Motin	0951646-0667	
8.	Ms. Marife S. Sayat	09461454228	
9.	Ms. Donna Mycah P. Gaa		

PRESENTATION/LECTURE MATERIAL(SAMPLE)

RIPARIAN ECOSYSTEM FUNCTION AND IMPORTANCE






RIPARIAN ECOSYSTEM...



RIPARIAN ECOSYSTEM

- ay ang pinakamalaking na kagubatan na lugar ng panatiliang taas at iba pang mga hayop
- Ang anumang mga pamayanan ng halaman na nauugnay sa tubig, maging sa mga diyaryo, pasay, o bundok, ay kinatuturing na riparian.
- Nag-aalok sila ng mga pangunahing katangian ng maraming tulad ng pagpapalig, tubig at tirahan.
- pinaka hindi nagagamit, hindi nangangailangan ng inulukan na ng karanihan.

RIPARIAN ECOSYSTEM...

RIPARIAN AY KINABIBILANGAN NG:

- Halalan

Ang mga uri at dam ng halaman ay nabuo mula sa katatib ng halaman sa halaman dahil mas maraming tubig ang ibimbogay sa mga halaman mula sa nauugnay na watercourse o water body.



RIPARIAN ECOSYSTEM...

RIPARIAN AY KINABIBILANGAN NG:

- Lupa

Ang lupa sa mga natural na riparian area ay binubuo ng mga stratified sediment ng iba't ibang mga feature na napapalig sa pasit-salit na pagbaha o pagaga-baga ng mga talunan ng tubig na maraming madal ang ibabaw. Ang lugar ng lupa sa lupa ay nakalalagay sa antas ng tubig ng katatibng katapan ng tubig.



RIPARIAN ECOSYSTEM...

RIPARIAN AY KINABIBILANGAN NG:

- Tubig

Ang mga lugar ng Riparian ay dinadag ang napapalig ng tubig mula sa isang water course o water body. Nangyayari ang mga ito sa mga likal na agos ng tubig o sa tubig ng mga likal na luma at utrasya na mga katatibng tubig tulad ng mga kanal, kanal, pond, at mga reservar.



RIPARIAN ECOSYSTEM...



RIPARIAN ECOSYSTEM...

- Nag-aalok sila ng mga oportunidad sa libangin.
- Mahalaga ang mga ito para sa pagpapalig ng buhay, kontrol sa kalidad ng tubig.
- at kinakontrol ang paggalaw ng tubig, sediment, mineral, at makahoy na mga lugar sa pagitan ng terrestrial at aquatic ecosystem.
- Nag-aalok sila ng kritikal na tirahan at magpapalig na pagkain sa maraming populasyon ng wildlife, kabilang ang mga mala, manatok, at mga species ng halaman, yari na rin sa mga lan.



STRUCTURE AND FUNCTION...

- Ang riparian ecosystem ay ang pinakamalaking kagubatan sa mundo ng 1.8 trilyon hektarya at 10% ng buong mundo.
- Ang mga ekosistema ng riparian ecosystem ay binubuo ng mga likal na agos ng tubig, maging sa mga diyaryo, pasay, o bundok, ay kinatuturing na riparian.



STRUCTURE AND FUNCTION...

Roots

- Anchor the plant in the soil
- Absorb water and minerals from the soil
- Store food and other substances
- Regulate the water balance of the plant

Stem

- Support the plant and its leaves
- Transport water and nutrients
- Store food and other substances

Leaves

- Capture light energy for photosynthesis
- Exchange gases with the atmosphere
- Regulate the temperature of the plant

Flowers

- Produce seeds and fruits
- Attract pollinators

STRUCTURE AND FUNCTION...

Structure and Function Chart

Structure	Function
Roots	Anchor the plant in the soil, absorb water and minerals, store food and other substances.
Stem	Support the plant and its leaves, transport water and nutrients, store food and other substances.
Leaves	Capture light energy for photosynthesis, exchange gases with the atmosphere, regulate the temperature of the plant.
Flowers	Produce seeds and fruits, attract pollinators.

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STRUCTURE AND FUNCTION...



Waterfall feeding in the river. Investigation into movement of essential nutrients in the river system. The cycle of phosphorus, nitrogen and carbon are especially important as they are fundamental to the functioning of organisms. This is one of the main agricultural management objectives of the Department of Fisheries. Water quality reports in these waters and their influence on rates of Algal growth. (D. Moran, 2005, 2007).



Plants and animals can 'breathe' habitat in rivers. If humans disturb plants that trap the sediment around their roots and surrounding the channels that cause up channels of sediment and so increase oxygenation. As well as local diversity, there can be some additional effects. For example, root decay by an individual species depending on the species and sites can result up to 17% of the oxygen held per m³ reaching sediment and therefore that are deposited downstream. (D. Moran, 2005, 2007).

STRUCTURE AND FUNCTION...



Waterfalls are formed by water cascading over rocks. Waterfalls are formed by water cascading over rocks. Waterfalls are formed by water cascading over rocks. Waterfalls are formed by water cascading over rocks. Waterfalls are formed by water cascading over rocks.



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STRUCTURE AND FUNCTION...



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STRUCTURE AND FUNCTION...

MARAMING SALAMAT PO...



Common name: *Abang-abang*
Scientific name: *Leucaena leucophylla*

Uses of the leaves:

- Decoction of roots, branches and leaves, used for treating malaria.
- In Thailand, root used for diarrhea and hallucinations.
- In southern Mexico (Chiapas), leaf juice of the plant is mixed with acacia milk, given three times daily for treatment of dysentery, vertigo and diarrhea.
- In West Africa and Guinea-Bissau, plant used for syphilis.
- Used for treatment of enlarged spleen in children, (especially effective), malaria, gonorrhea, diarrhea, dysentery. Also used as diuretic.

Preparation of the leaves:



Common name: *Acacia*
Scientific name: *Senecioia saronia*

Uses of the leaves:

- Seeds of some species, to be ground into flour and eaten as a paste or baked into cakes.
- Timber for carpentry, carpenter, that and musical instruments.
- In ancient Egypt, an ointment made from the ground leaves of an Acacia (senecioia) was used to treat hemorrhoids.
- Acacia gum is used as an emulsifier food, a binder for watercolor painting in addition to various dyes, a hairdressing gum for hair styling products, a preservative in the food industry, preservative and as powder for tea together drinks.

Preparation of the leaves:



Common name: *Alagallo*
Scientific name: *Senecioia saronia*

Uses of the leaves:

- The leaves used for medicinal purposes.
- Crushed leaves and juice used for rheumatism, sciatica, eczema, rheumatoid arthritis, neuralgia, herpes, herpes.
- In Africa, the crushed leaves are used for hypertension.
- In South America, used for skin disease, it treats psoriasis, fever, asthma, malaria and various diseases.
- For febrile treatment, leaves are boiled and consumed in one-third of a liter, then applied to affected areas twice daily.
- Strong decoction of leaves used as a diuretic.
- Seeds used as a vegetable.

Preparation of the leaves:



Common name: *Alagasi/As-is/B-is*
Scientific name: *Lactuca scariola*

Uses of the leaves:

- The Marathi name of Alagasi is 'Lactuca scariola'.
- Decoction of leaf for malaria fever and vomiting.
- Senecioia in homeopathy (Lactuca) is used for high salt throughout the treatment of cough.
- Senecioia (Lactuca) is used for small amounts of urine for cough. But in some cases, a yellow layer of urine past around the child's neck for cough. Decoction made from trunk of Lactuca with leaves of Cocos nucifera and roots of Pongamia pinnata is used for cough.
- Used by Galen in his treatise on diet.

Preparation of the leaves:



Common name: *Alagaw/Argao*
Scientific name: *Persea indica*

Uses of the leaves:

- Young leaves used in the cooking of 'pakis' and 'bajus'.
- In the Philippines, crushed decoction of leaves with little 'lobanosa' as the helps leaves are ploughed and affected for cough.
- The Ayacucho name of Alagaw is 'Persea indica'. Apply decoction of leaves and stems directly to the skin for relief.
- An Ayacucho medicinal application of boiled leaves for postpartum bleeding.
- The Ayacucho name of Alagaw is 'Persea indica'.

Preparation of the leaves:



Common name: Alim

Scientific name: *Melastomopsis maliglandulosa*

Economic Use/Uses

- 1. In the Philippines, bark, leaves, and flowers, fresh or slightly heated, applied to rheumatism and other joint pains and fever.
- 2. Bark used for insect control by the fishermen of East Angol Africa.
- 3. Drying Ashes of old leaves used as additive in this material in dyeing.
- 4. Wood: Wood makes good firewood.

Conservation status: Native



Common name: Alupag ama

Scientific name: *Dimocarpus didyma*

Economic Use/Uses

- 1. Alupag fruits are usually consumed fresh and have an excellent taste. These are rated high as table fruits. The fruit is, however, also dried and canned.

Conservation status: Native



Common name: Anahang

Scientific name: *Trema orientalis*

Economic Use/Uses

- 1. Leaves and fruit reportedly eaten in African countries.
- 2. Young leaves eaten as a snack by the Tulu.
- 3. In the Philippines, bark obtained from mature tree for soft wood is used for packing woodings.
- 4. Fruit, bark, bark, stems, twigs and seeds are used in traditional folk and West Africa, Tanzania and Malagasy medicine.
- 5. In various folk medicines, treated for treatment of malaria, beriberi, gastrointestinal bleeding, blood stasis, skin rash, dandruff used as a vermifuge and anthelmintic, stem bark and leaf decoction used for treatment of malaria, muscle pain, bone pain, and several diseases, stem bark and leaf decoction used as germicidal and relief of toothache.

Conservation status: Native



Common name: Antipolo

Scientific name: *Artocarpus blumei*

Economic Use/Uses

- 1. Leaves reportedly used as food by the Aeta people in Forest, Pangasinan.
- 2. Fruits and seeds are cooked and eaten.
- 3. Decoction of the thin parts bark of antipolo and one part roots of Flacoy and wawa (Sapongay) is used for malaria.
- 4. Wood: Used for carpentry light construction, fuel in other plant for making pulp and paper.
- 5. Ropes bark makes a rope used for yoking bullocks.
- 6. Bark: Aeta people burn dry leaves to repel mosquitoes.
- 7. Root's sap: Sticky sap from Tapis placed on tall trees to capture to capture small birds.

Conservation status: Endemic



Common name: Apitong

Scientific name: *Dipterocarpus grandifolius*

Economic Use/Uses

- 1. Fruit: Wood makes good quality charcoal.
- 2. Pith: Pith used for paper production.
- 3. Timber: Used for timbers and heavy construction, machinery and agricultural implements.
- 4. Stem or root: Wood yields large quantities of latex resin (black or magenta coloring), used as color for water-proofing paper, coloring ball pens and books, varnishing oils and varnishes. Resin also used as turpentine.
- 5. Tannin or dyer's: Tannin, formaldehyde adhesives produced from bark extracts.
- 6. Tree used in erosion control programs.
- 7. Oil: Oil has been extracted through water distillation from the hollow stem and found to be a potential substitute for diesel fuel. Oil yield is around 30% to 40%.

Conservation status: Critical



Common name: Balanganyan

Scientific name: *Draecena angustifolia*

Economic Use/Uses

- 1. Very young stems: cooked and eaten as a vegetable with fish.
- 2. The leaves can be pounded then mixed with water to give a green juice that is used for coloring paper. Juice made of glutinous rice.

Conservation status: Native



Common name: Bahinghutan/Mulamsingga /An-an
Scientific name: *Bachmania arborea*

Excessive Use Issues

- 1. Seeds of some species, to be ground into flour and eaten as a porridge called ulin gulin.
- 2. Timber for carpenter's, weapons, fuel and household instruments.
- 3. In ancient Egypt, an extract made from the ground leaves of an *Acacia* (same latex) was used to treat herpes thalid.
- 4. *Acacia* spms is used as an emulsifier in food, a binder for watercolor painting an additive to cement (forms a bonding film between particles), a protective layer in the lithographic process and as a binder to hold together fireworks.

Conservation of Use



Common name: Bantad
Scientific name: *Stereulia tomentosa*

Excessive Use Issues

- 1. Bantad is used for ropes made from its bark fibers.
- 2. Wood can be used for light construction.

Conservation of Use Issues



Common name: Bitang
Scientific name: *Calophyllum thymocifolium*

Excessive Use Issues

- 1. Sap of the bark, when mixed with iodine, used in the treatment of burn and wounds.
- 2. For asthma, a decoction of bark mixed with the sap is applied to the chest of a patient.
- 3. For itchy body disorders in the eyes - "opening" solution of skin layers used for removal.

Conservation of Use Issues



Common name: Dita
Scientific name: *Albizia scholaris*

Excessive Use Issues

- 1. In the Philippines, the bark is regarded as a remedy for fevers, chronic diarrhea, dysentery.
- 2. Milky latex from the bark placed on cuts and sores as a poultice to draw out pus.
- 3. Wood used for making coffins in the Philippines and school boards in Myanmar. Used for making musical instruments.
- 4. Ethnomedicinally, used for fever in cattle (Marthout et al., 2006).
- 5. Pambanad in Sri Lanka recommended as a herbicide for the rubber fields.
- 6. Fiber: bark yields a fiber which is suitable for pulp and paper production.
- 7. Gum: Latex provides material for good quality chewing gum.

Conservation of Use Issues



Common name: Dapdap
Scientific name: *Erythrina variegata*

Excessive Use Issues

- 1. In the Philippines, a powdered decoction of bark and seeds used as insecticide. It is also used to facilitate the maturation of fruits.
- 2. Young tender leaves and young pods are eaten as vegetable, used as curries.
- 3. Leaves and roots used as forage.
- 4. Decoction of bark used for cough and asthma.
- 5. Dried bark decoction or infusion is alcohol used for lumber and tannin.
- 6. Pulp: Wood used as source of tannin for making paper. Fiber is acceptable for paper, twine, dyes, medicinal cotton, and for basketry cotton.

Conservation of Use Issues



Common name: Gook-gook
Scientific name: *Hopsea philippinensis*

Excessive Use Issues

- 1. WOODS Used for heavy construction like house posts and road ties.
- 2. ENVIRONMENTAL SERVICES: Wood used and good for soil erosion control.

Conservation of Use Issues



CLIENT SATISFATION SURVEY SUMMARY

Client Satisfaction Rating


Title of Activity: Seminar_workshop on River Restoration and Ecosystem Management

Date: 11/12/2020


Period of Evaluation:

Evaluator	Naunawaan ko ang training	Magagamit ko ang kaalamang natutunan ko sa training	Mayroong sapat na kaalaman ang mga speaker ng training	Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training	Mayroong sapat na miyembro ang nagpasimuno ng training	Maayos ang naging takbo ng training	Name of Evaluator	Date:	Total
1	4	4	4	4	4	4	Emmerson A. Dac	11/12/2020	
2	3	3	4	4	3	4	Gerlyn Rios	11/12/2020	
3	4	4	4	4	4	4	Josepina Manalor	11/12/2020	
4	3	3	4	4	4	4	Diolito S. Gabon	11/12/2020	
5	4	4	4	4	4	4	Ernie C. Rios	11/12/2020	
6	4	4	4	3	3	4	Dominador Ogatia	11/12/2020	
7	4	4	4	3	3	4	No Name	11/12/2020	
8	4	4	4	4	4	4	No Name	11/12/2020	
9	4	4	4	4	4	4	Bernabe M. Tome	11/12/2020	
10	4	4	4	4	4	4	Arnold M. Manalor	11/12/2020	
11	4	4	4	4	4	4	Ernie T. Enquillo	11/12/2020	
12	4	4	4	4	4	4	Teddie F. Gusi	11/12/2020	
13	4	4	4	4	4	4	Jhonny M. Gabon	11/12/2020	
14	4	4	4	4	4	4	Ernie T. Enquillo	11/12/2020	
15	3	3	4	4	4	4	No Name	11/12/2020	
16	4	4	4	3	4	4	Elisa G. Meran	11/12/2020	
17	4	4	4	4	4	4	Lorna M. Dela Cru	11/12/2020	
18	4	4	4	4	4	4	Junar A. Falsado	11/12/2020	
19	4	4	4	4	4	4	Khiram F. Ferriol	11/12/2020	
20	4	4	4	4	4	4	Cepriano Francisc	11/12/2020	
Average	4	4	4	4	4	4			98
TOTAL									

Recorded and Computed by:


ROWELYN F. GALISNAO
 College Clerk

Reviewed by:


DELBERT F. FORNAL
 College Extension Coordinator

SAMPLE ACCOMPLISHED SURVEY FORM



Republic of the Philippines
ROMBLON STATE UNIVERSITY
 College of Agriculture, Fishery and Forestry (CAFF)
 Odiongan, Romblon



SEMINAR-WORKSHOP ON RIVER RESTORATION AND ECOSYSTEM MANAGEMENT

Evaluation Form

Pangalan (Optional): Beinghe M. Tome
 Edad: 46 Kasarian: M Barangay/Municipality: Dona Juana, San Agustin

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng titik (✓) ang kolum na nakalaan para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinatalakay sa training				✓
2. Magagamit ko ang kaalamanang nahuhunan ko sa training				✓
3. Mayroong sagot na kaalaman ang mga speaker ng training				✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training				✓
5. Mayroong sagot na miyembro ang nagpasimuno ng training				✓
6. Maayos ang nagang labo ng training				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon

Mga Suhestiyon:



Republic of the Philippines
ROMBLON STATE UNIVERSITY
 College of Agriculture, Fishery and Forestry (CAFF)
 Odiongan, Romblon



SEMINAR-WORKSHOP ON RIVER RESTORATION AND ECOSYSTEM MANAGEMENT

Evaluation Form

Pangalan (Optional): Arnold M. Manalo
 Edad: 47 Kasarian: M Barangay/Municipality: _____

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng titik (✓) ang kolum na nakalaan para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinatalakay sa training				✓
2. Magagamit ko ang kaalamanang nahuhunan ko sa training				✓
3. Mayroong sagot na kaalaman ang mga speaker ng training				✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training			✓	
5. Mayroong sagot na miyembro ang nagpasimuno ng training				✓
6. Maayos ang nagang labo ng training				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon

Mga Suhestiyon:



**SEMINAR-WORKSHOP ON RIVER RESTORATION AND ECOSYSTEM
 MANAGEMENT**

Evaluation Form

Pangalan (Display name): Bernabe M. Tong
 Edad 46 Kabanalan PS Barangay/Municipality Davao Linao, San Agustin

Panuto: Sagutan ang mga sumusunod na larang at lagyan ng titik (✓) ang kolon na nakaaang-pala sa ibang sagot

Indicators	1	2	3	4
1. Naisipawan ko ang para na tinutukoy sa training				✓
2. Magagamit ko ang kaalaman natutuhan ko sa training				✓
3. Mayroong kapal na kaalaman ang mga speaker ng training				✓
4. Nagkaroon ng aktibong partisipasyon ang mga damala sa training				✓
5. Mayroong kapal na inyentibo ang nagpamuno ng training				✓
6. Maayos ang neging teksto ng training				✓

- 1-Hindi sumasagay ayon
- 2-Hindi gaanong sumasagay ayon
- 3-Sumasagay ayon
- 4-Lubos na sumasagay ayon

Mga Suhestiyon:



**SEMINAR-WORKSHOP ON RIVER RESTORATION AND ECOSYSTEM
 MANAGEMENT**

Evaluation Form

Pangalan (Display name): Arnold M. Manalo
 Edad 49 Kabanalan PS Barangay/Municipality _____

Panuto: Sagutan ang mga sumusunod na larang at lagyan ng titik (✓) ang kolon na nakaaang-pala sa ibang sagot

Indicators	1	2	3	4
1. Naisipawan ko ang para na tinutukoy sa training				✓
2. Magagamit ko ang kaalaman natutuhan ko sa training				✓
3. Mayroong kapal na kaalaman ang mga speaker ng training				✓
4. Nagkaroon ng aktibong partisipasyon ang mga damala sa training			✓	✓
5. Mayroong kapal na inyentibo ang nagpamuno ng training				✓
6. Maayos ang neging teksto ng training				✓

- 1-Hindi sumasagay ayon
- 2-Hindi gaanong sumasagay ayon
- 3-Sumasagay ayon
- 4-Lubos na sumasagay ayon

Mga Suhestiyon:



**SEMINAR-WORKSHOP ON RIVER RESTORATION AND ECOSYSTEM
 MANAGEMENT**

Evaluation Form

Pangalan (Opinyon): HIRAN F. FERRIO
 Edad: 94 Kataran: TR Barangay/Municipality: LAGTANAN CAL

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng titik (/) ang kolon na nakalaan para sa isang sagot

Indicators	1	2	3	4
1. Naisipawan ko ang paksa na tinatalay sa training			/	
2. Magagamit ko ang kaalamanang natutunan ko sa training			/	
3. Mayroong sapat na kaalaman ang mga speaker ng training				/
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training				/
5. Mayroong sapat na miyembro ang nagpapasimuno ng training				/
6. Maayos ang naging takbo ng training				/

- 1-Hindi sumasag-ayon
- 2-Hindi gaanong sumasag-ayon
- 3-Sumasag-ayon
- 4-Lubos na sumasag-ayon



**SEMINAR-WORKSHOP ON RIVER RESTORATION AND ECOSYSTEM
 MANAGEMENT**

Evaluation Form

Pangalan (Opinyon): CEPRINO FRANCIS
 Edad: _____ Kataran: _____ Barangay/Municipality: _____

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng titik (/) ang kolon na nakalaan para sa isang sagot

Indicators	1	2	3	4
1. Naisipawan ko ang paksa na tinatalay sa training				/
2. Magagamit ko ang kaalamanang natutunan ko sa training				/
3. Mayroong sapat na kaalaman ang mga speaker ng training				/
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training				/
5. Mayroong sapat na miyembro ang nagpapasimuno ng training				/
6. Maayos ang naging takbo ng training				/

- 1-Hindi sumasag-ayon
- 2-Hindi gaanong sumasag-ayon
- 3-Sumasag-ayon
- 4-Lubos na sumasag-ayon

Mga Suhestiyon:



**SEMINAR-WORKSHOP ON RIVER RESTORATION AND ECOSYSTEM
 MANAGEMENT**

Evaluation Form

Pangalan (Optional) Elissa G. Reyes
 Edad 28 Kasarian Female Barangay/Municipality San Juan, San Pedro

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng titik (✓) ang kolum na nakapalaan para sa iyong sagot.

Indicators	1	2	3	4
1. Nauunawaan ko ang paksa na tinatalakay sa training				✓
2. Magagamit ko ang kaalamanang natutunan ko sa training				✓
3. Mayroong sagot na kaalaman ang mga speaker ng training				✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training				✓
5. Mayroong sagot na miyembro ang nagpaalam ng training				✓
6. Maayos ang naging takbo ng training				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon

Mga Suggestiyon:



**SEMINAR-WORKSHOP ON RIVER RESTORATION AND ECOSYSTEM
 MANAGEMENT**

Evaluation Form

Pangalan (Optional) JENNIFER A. Ingado
 Edad 48 Kasarian F Barangay/Municipality San Juan, San Pedro

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng titik (✓) ang kolum na nakapalaan para sa iyong sagot.

Indicators	1	2	3	4
1. Nauunawaan ko ang paksa na tinatalakay sa training				✓
2. Magagamit ko ang kaalamanang natutunan ko sa training				✓
3. Mayroong sagot na kaalaman ang mga speaker ng training				✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training				✓
5. Mayroong sagot na miyembro ang nagpaalam ng training				✓
6. Maayos ang naging takbo ng training				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon



**SEMINAR-WORKSHOP ON RIVER RESTORATION AND ECOSYSTEM
 MANAGEMENT**

Evaluation Form

Pangalan (Optional) Johny M. Cabant
 Estado Kasapihan Barangay/Municipality _____

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng titik (/) ang kolum na nakalaan para sa iyong sagot

Indicators	1	2	3	4
1. Nauunawaan ko ang paksa na tinatalakay sa training				/
2. Magagamit ko ang kaalaman natutunan ko sa training				/
3. Mayroong sapat na kaalaman ang mga speaker ng training				/
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training				/
5. Mayroong sapat na miyembro ang nagpasmuno ng training				/
6. Maayos ang nagng tala ng training				/

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon

Mga Suhestiyon



**SEMINAR-WORKSHOP ON RIVER RESTORATION AND ECOSYSTEM
 MANAGEMENT**

Evaluation Form

Pangalan (Optional) LORNA M. DIVER CABIZO
 Estado Kasapihan Barangay/Municipality Davao Timur, Compostela, Cebu

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng titik (/) ang kolum na nakalaan para sa iyong sagot

Indicators	1	2	3	4
1. Nauunawaan ko ang paksa na tinatalakay sa training				/
2. Magagamit ko ang kaalaman natutunan ko sa training				/
3. Mayroong sapat na kaalaman ang mga speaker ng training				/
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training				/
5. Mayroong sapat na miyembro ang nagpasmuno ng training				/
6. Maayos ang nagng tala ng training				/

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon

Mga Suhestiyon

Activity 2

TRAINING ON NURSERY
ESTABLISHMENT AND MANAGEMENT



Riparian Restoration Program to Promote Climate Change Resilient Communities
and Sustainable Water in CALSANAG (RIPROCS Program) Phase I

POST TRAINING REPORT

TRAINING ON NURSERY ESTABLISHMENT AND MANAGEMENT

Barangay Doña Juana, San Agustin
November 26-27, 2020



Introduction

High-quality, nursery-grown plants are often a critical requirement for successfully implementing restoration programs to create healthy, functional, sustainable, and resilient ecosystems. Seedlings are the foundation for many terrestrial ecosystems and are a critical consideration and investment in restoration programs. Although natural regeneration and direct seeding will likely meet a portion of that need, large quantities of high-quality, nursery-grown seedlings are also required. Insufficient plant quantities or poor-quality plants result in unsuccessful out-planting programs. Such failures have considerable economic and environmental consequences and will result in an inability to meet restoration goals. Nonetheless, the importance of restoration nurseries is often overlooked when making large-scale restoration commitments. Technology already exists to produce high-quality plants to meet a variety of goals. This technology cannot be applied, however, unless adequate resources and training are made available by overcoming political and socioeconomic barriers.

The Riparian Restoration Program to Promote Climate Change Resilient Communities and Sustainable Water in CALSANAG (RIPROCS Program) is geared toward the conservation, management, and protection of riparian ecosystems to address food security, economic growth with equity, promote climate change resilient communities and ensure sustainable and clean water. The program was conceptualized and strategized to achieve impact to the environment under university's REDi agenda priorities on environmental protection and conservation and response to Sustainable Development Goals (Natural capital).

With the aim to implement a successful restoration program for degraded and unhealthy riparian areas, the conduct of this first of the series of trainings on *Nursery Establishment and Management* is part of the technical assistance and capability enhancement of target communities in the CALSANAG area.

Objectives

The participants are expected to learn the following areas of *Nursery Establishment and Management*, particularly on the following areas of concern:

1. To update selected local people's capabilities in the principles regarding the identification and development of the right type of nursery for their conditions.
2. To learn and adopt the importance of the proper or correct nursery management practices; and
3. To learn the different opportunities in tree seed operations.

Methods

1. Coordination with LGUs
2. Community organizing
3. Reconnaissance survey
4. Conduct of training
5. Nursery site Selection
6. Nursery establishment

PROFILE OF PARTICIPANTS, RESOURCE PERSONS, TRAINING STAFF

PARTICIPANTS	NUMBER
MALE	17
FEMALE	8
Sub-Total	28
RESOURCE PERSONS	
MALE	3
FEMALE	3
Sub-Total	6
TRAINING STAFF	
MALE	2
FEMALE	1
Sub-Total	3
GRAND TOTAL	37

Proceedings

Preliminaries

The Training kicked-off with a short opening program started with a Prayer led by kagawad Norma Dela Cruz and was followed by the singing of the National Anthem.

A warm welcome remark was delivered by Hon. Josefina Manalon as the Barangay Captain of Doña Juana, San Agustin. She signify her strong support and efforts for the success of the program.

An opening message was given by For. Amelyn A. Formilleza as the extension program leader. She emphasized about the enormous tasks ahead particularly on matters pertaining to the restoration effort by producing quality planting materials and encourage to work as one. Among the highlights and strong points she made personal appreciation for the efforts from the team and acknowledged that the legworks LGU officials are crucial in accomplishing these gargantuan tasks not just for the production of quality planting materials until restoration establishment.

Training Proper

Topic 1 : NURSERY ESTABLISHMENT, MANAGEMENT AND PHENOLOGICAL CHARACTERISTICS OF INDIGENOUS FOREST TREES

Resource Person : Prof. Amelyn A. Formilleza
CAFF Faculty/ Program Leader

Topic 2 : **TEKNOLOHIYA PARA SA FOREST NURSERIES**

Resource Person : Prof. Edgar V. Andalecio
CAFF Faculty/ Program co-proponent

Topic 3 : **CORRECT NURSERY SEEDLING CULTURAL PRACTICES**

Resource Person : Prof. Julio Romeo T. Chavez
CAFF Faculty/ Program co-proponent

Topic 4 : **PLANNING AND ORGANIZING SEED COLLECTION,
HANDLING AND PROCESSING**

Resource Person : Prof. Rosalito Gregorio
CAFF Faculty/ Program co-proponent

Introduction

Seed is the common material used in producing planting stock.

Seed Collection Planning

Selection of target species in order of priority

Identification of population to be collected.

WFP and availability of funds

Listing of requirements/tools for collection

- climbing gear
- static rope
- carabiner
- big shot
- cloth bag
- first aid kit
- harness
- spike
- hard hat
- cutting tools
- tags
- communication device

Information on the location and impt. Data

Time/phenological calendar

Documents to support collection activities i.e. letter from the owner

Seed Sources

Where to collect :

- Wild population
- Plantation
- SPA

- Seed orchard

Seed Collection Schedule

Timing between fruit maturity and shedding off of seeds

Seed Collection Method

Collection from the ground

Collection from felled trees

Collection from standing trees

- shooting down branches
- by climbing
- ladder

Seed Processing and

Handling Methods in Seed

Processing

Pre-cleaning and storage

Seed extraction

- drying
- tumbling
- threshing
- depulping
- separation

Drying of Seeds

- air drying
- direct sunlight

Seed Cleaning

- blowing
- winnowing
- floatation
- sieving

Topic 5 Resource : SEED/PLANTING STOCK: HEALTH AND SAFETY
Person : Prof. Marjail I. Ferriol

Methods of Collection

1. Collection of Fallen Fruits or Seeds from the Forest Floor

- a. Natural seedfall
- b. Manual shaking
- c. Use of a rope
- d. Collection of seed after dispersal
- e. Animal caches

2. Collection from the Crowns of Felled Trees

- a. lack of choice of trees to collect from;
- b. shedding already occurring after felling and before collections commence (this is common in eucalyptus); and,
- c. mixture of crowns after felling making it difficult to maintain purity to species and individuals.

3. Collection from Standing Trees with Access from the Ground

- a. By Hand
- b. Cutting, breaking and sawing
- c. Use of rifle

4. Collection from Standing Trees with Access by Climbing

Climbing into the crown by way of the bole:

- a. Climbing with minimum equipment
- b. Climbing irons or spurs
- c. Ladders
- d. The Swiss tree bicycle or "Baumvelo"

Health and Safety in tree seed collection

- a. Occupational health and safety
- b. Safety measures
- c. Personal protective equipment

Knots for tree climbing

- d. Types of rope
- e. Strength of rope
- f. Rope care
- g. Inspecting rope
- h. Friction
- i. Rope forces
- j. Tie, dress and set knots

Climb small to medium trees in a low hazard

- a. environment
- b. Body thrust (prusik method)
- c. Climbing spurs with lanyards (pole straps)

- d. Ladder with lanyards (if available) Using:
 - Industry standards
 - Manufacturer's specifications and instructions
 - Company policy

Preparing for seed collection

- a. Trip planning
- b. Species identity (and similar species)
- c. Distribution
- d. Sites to target
- e. Key signs of maturity
- f. Permission to collect

Collecting seed

- a. Record keeping
- b. Maximizing genetic quality of seed
- c. Collection techniques
- d. Post collection handling

Extracting, cleaning, storage and handling tree Seed

- a. Cleaning different types of fruit
- b. Effects on longevity of seed
- c. Moisture content
- d. Temperature
- e. Storage containers
- f. The role of germination testing

Personal Safety

- a. Working outdoors carries with it many hazards that you would not be exposed to working indoors, and has the added issue of generally being long distances from any help.
- b. Your well-being is paramount, and if a job can not be done safely, then do not do it at all.
- c. It is important to foster a culture of safety in all aspects of work, not just tree climbing.
- d. Understand the importance of a safe workplace, not just to yourself, but to your fellow workers.
- e. Personal protective equipment is designed to reduce the consequences of an event occurring.
- f. It is therefore common sense to make use of this equipment, so the likelihood of being injured is minimized.

OTHER Issues

Travel to and from site

- a. Remote field work
- b. Call in procedures

- c. Cuts and lacerations
- d. Fall from elevation
- e. Fatigue
- f. Awkward positions: head tilting, hands above head or out stretched, limited movement.
- g. Repetitive movements: sawing
- h. Dehydration
- i. Allergic reaction to stinging/biting insects
- j. Poisonous plants (stinging nettles, etc...)
- k. Cold/heat exposure
- l. Slips, trips and falls.
- m. Struck by falling object
- n. Equipment maintenance

Protective Equipment

Personal protective equipment (PPE) is used to minimize the risk of injury should a known event occur. PPE used in tree climbing include:

- a. Hard helmet
- b. Gloves
- c. Long trousers
- d. Eye protection
- e. Sun protection
- f. Sturdy footwear
- g. Other equipment/protocol which is considered essential:
 - Satellite and mobile phones

- First aid kit
- Call in procedure

Company Policy

- In addition, company policy dictates what you are allowed to do.
- It stipulates what management consider to be safe practice.
- Therefore do not break these policy decisions as they are in place for your own safety.
- Use your own judgement. If you do not feel comfortable in a particular task, in a particular situation, then speak up and let your concerns be known.
- At the end of the day it is your health and well being, and that needs to be protected.

Inspecting rope for wear

Rope inspection is a continuous process, always be looking out for signs of damage. Check for:

- Inconsistent diameter (internal damage)
- Puffs
- Excessive fraying
- Glazed or glossy areas (heat damage)
- Signs of wear
- Discoloration (chemical contamination)
- Rotate working end of rope regularly.

- h. Ensure rope ends are sealed to prevent unraveling.

Equipment inspection

Personal protective equipment:

- a. Check safety helmets for cracks, frayed straps, or other damage to the shell or internal webbing.
- b. Make certain eye protection is in a serviceable condition.
- c. Ensure appropriate clothing, footwear and gloves are available.
- d. Climbing harness:
- e. Inspect for cuts and cracks in material, abraded webbing, broken or rotten stitching, loose or broken rivets, excessive wear.
- f. Inspect buckles, D-rings, and hooks for cracks or any sign of distortion.
- g. Ensure the harness looks sound overall.
- h. Lanyards (pole straps) and prusik loops:
- i. Inspect for wear as for climbing rope (life line).
- j. Examine knots are tied, dressed and set properly.
- k. Check for signs of wear on lanyard adjuster friction hitch.
- l. Examine connecting devices (double snaps, mallion)

Equipment inspection

- a. Carabiners, double snaps, mallion:
- b. Ensure connecting device requires two distinct motions to open (“Double locking”)
- c. Ensure surfaces are:
- d. Free of cracks
- e. Sharp edges
- f. Corrosion
- g. Burrs
- h. Excessive wear (Hand sand any burrs with 220-400 grade sandpaper)
- i. Ensure gates open and close quickly and easily
- j. Ensure locking mechanism closes freely and completely.
- k. (if sticking wash in warm soapy water, rinse, and lubricate with dry graphite around the hinge area, spring hole and locking mechanism)
- l. Rivets must not be bent, loose or missing. (Discard if defective)

Equipment Care

Avoid placing climbing equipment directly on the ground when the following are present:

- a. Sand
- b. Dirt
- c. Mud
- d. Water
- e. Use tarps and bags to protect gear from the elements.
- f. Climbers should review the equipment manufacturers’ specifications and instructions for equipment care and use

Working as a team

- a. A climber and a ground person make up the basic climbing team.
- b. Roles are interchangeable, so all team members shall be certified climbers who are qualified to perform every aspect of the climbing assignment.
- c. All team members shall perform an equipment check on each team member's equipment before climbing.
- d. The ground person and the climber should switch roles, as necessary, to prevent undue fatigue. Alternating roles from tree to tree gives the climber an opportunity to rest. The ground person shall NOT sleep, but shall remain alert while climbers are aloft.
- e. The ground person should maintain verbal and visual contact with the climber.
- f. The ground person shall not be directly underneath the climber at any time unless first cleared by the climber to be there. Whenever a ground person is underneath a climber, the climber remains in an "at rest" position until the ground person is no longer there.

Topic 5 : **Tree Nursery as Enterprise**

Resource Person : Prof. Mae Stella A. Fornal

CAFF Faculty/ Program co-proponent

Expected Output

- Trained riverbank residents on restoration and nursery operations
- Establish a community nursery in CALSANAG
- Report

Photo Documentation-Training on Nursery Establishment and Management Registration

- Kit distribution (*What's inside the kit?* program, compiled lectures, ballpen and evaluation for





Delegates from Barangay Doña Juana, San Agustin



Delegates from Barangay Pagsangahan, Calatrava



Delegates from Barangay Mari-Norte, San Andres

RIPROCS Team- Training 1

Resource Speakers

Topic



Nursery Establishment, Management and Phenological Characteristics of Indigenous Forest Trees

Prof. Amelyn A. Formilleza



Teknolohiya para sa Forest nurseries

Prof. Edgar V. Andalecio



Correct Nursery Seedling Cultural Practices

Dr. Julio Romeo Chavez



Planning and Organizing Seed Collection, Handling and Processing

Prof. Rosalito F. Gregorio Jr.

Seed/ Planting Stock: Health and Safety



Prof. Marjail I. Ferriol



Prof. Mae Stella A. Fornal

Tree Nurseries as an Enterprise

Supporting team members- secretariat



Prof. Delbert Fornal



Ms. Marife S. Sayat



Mr. Jeff Faa

Training Proper



Training Proper



Distribution of nursery starter kit



Hon. Josefina Manalon -Barangay Captain-Doña, Juana, San Agustin received the starting nursery supplies and materials for the operation of nursery

*Here is the composition of the **nursery starting kit**:*

Mesh net	Pruning shear	Cutter
Nails	Sharpened bolo	Shovel
Set of garden tools	Record book	Seedling trays
Hammer	Wheel barrow	Polyethylene bags (4x4x6, 6x6x8)
Hand trowel	Meter stick	Bareta
Sprinkler		



Distribution of nursery starter kit



Hon. Barone Galan Jr. of Mari-Norte, San Andres



Distribution of nursery starter kit



Hon. Dominador Ogatia of Barangay Pagsangahan, Calatrava

Group Photo



Distribution of goods (Disturbance fee)



Nursery Establishment

Barangay Pagsangahan, Calatrava



Barangay Pagsangahan, Calatrava



Barangay Mari-Norte, San Andres




Barangay Mari-Norte, San Andres



Barangay Doña Juana



Prepared by:


AMELYN A. FORMILLEZA
Lead Proponent RIPROCS
ProgramCAFF Faculty

Noted by:


DELBERT F. FORNAL
Extension Coordinator

Recommending Approval:


DR. ARTHUR R. YEAGAN
CAFF Dean

SAMPLE PRESENTATION

Correct Nursery Seedling Cultural Practices

In Support of the Tree for Life Project

Sowing in greenhouse benches



Sowing density



Watering in Seedboxes



Sowing directly in bags

- When % G is known
- Sow 2 seeds per bag if % G 50 to 75%
- One seed if % G > 75%
- Eliminate picking-out
- Prevents root deformation



Direct sowing in bags using untreated seeds



Pricking-out

- Water the seedlings 24 hours before, and one hour before, pricking out



Pricking-out

- Water the bags well, one night before you prick them out, so the water penetrates to the bottom of the bags



Pricking-out

- Prepare planting holes with a stick and ensure they are sufficiently wide and deep



Pricking out

- Transplant when the tap root emerges or seedlings are still small (5 cm), before secondary roots are formed



Correct Pricking-out Practices



Problems with potting



Watering after transplanting using big transplants



Pricking-out

- Remove seedlings by grasping their cotyledons or lower leaves – do not lift them out by the stem



Pricking-out

- Put seedlings in water as soon as you take them from the germination bed



Pricking-out

- Clip long or very branched roots to ensure they are pointed downwards



Pricking-out

- Transplant into the center of the container



Root deformities



Pricking-out

- Pack the soil against the roots, starting at the bottom of the hole



Pricking out

- Gently pull the seedling upward after placing it in the hole, to straighten out roots



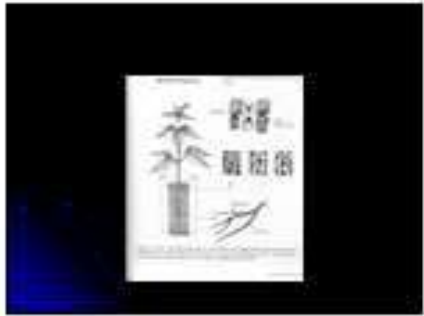
Shading



Potting medium

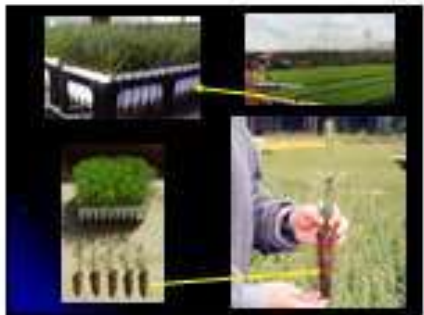
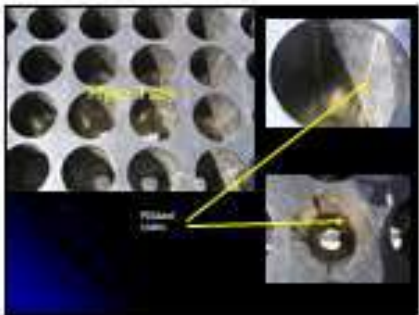
- Use good potting medium – rich in nutrients, with good drainage and aeration.



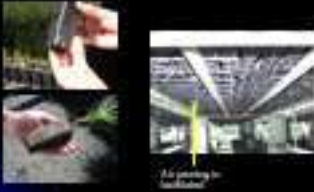


Pricking out

- Trim successive leaves to reduce transpiration



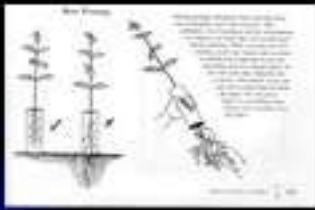
Root Trainers



Manual root pruning



Root Pruning



No water ponding



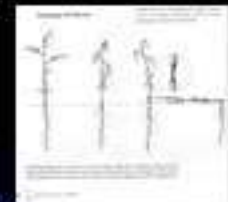
No stray domestic animals in nursery



Some insects of *Jathropa* seeds & seedlings



Insect in *Jathropa* seedling




Alto ang inyong mga maasahan sa pagsasamay na ito?



Teknolohiya para sa forest nurseries

L.L. Tolentino, Jr.
IBAG, CPRE, UP CAL - BAYAN

Pagkubos ng kaugabatan



1900 2000

Katangian ng mga kaibong kagubatan

- Kulang sa halaman/pano
- Malinang lupa
- Matigas na lupa
- Paglo-og na ng lupa
- Madalat na aratog



Kondisyon sa lugar

- Matinding pisikal, kemikal, biyolohiyang kondisyon sa natural na pagkain ng halaman



Likas na pagtubo ng halaman



Kahalili- Plantasyon ng Puno



Artificial Plantation



Magandang pagpandita...



Nag-pumpisa sa maliit at bata...

Ang punla ay mali sa binti

Kung ano ang itinanim...
.... siyang aanihin

Mat 7:17-19 "In every healthy tree have good fruit, but the diseased tree bears bad fruit. (18) A healthy tree cannot bear bad fruit, nor can a diseased tree bear good fruit. (19) Every tree that does not bear good fruit is cut down and thrown into the fire.

Luk 6:43-44 "For if a good tree bears bad fruit, nor again does a bad tree bear good fruit, (44) for each tree is known by its own fruit.

Quality at all levels of operation

Higher yield, higher returns on investment, more employment, reduced poverty

Good trees beget good trees

Poor trees beget poor trees

Selection of superior phenotypic seed tree

Eucalyptus camaldulensis plantations
age 2 years, Cambodia

Seed from one of best trees in Cambodia from northern Australia

Seed from natural source in northern, dry of year growth quality

Inbreeding depression of growth

Eucalyptus camaldulensis
Planted at Baur

Trees on the right from a local seed source

Trees on the left from a natural provenance in northern Australia

Tamang pangongolekta ng binhi

- Mangolekta sa produksiyon ng "provenance"
- Mangolekta mula sa mga phenotypically superior trees
- Mangolekta mula sa mga lokal (yang mga puna)
- Mangolekta mula sa iba-ibang lokal ng puna
- Mangolekta ng binhi sa lokal
- Itatag ang kanyang pangongolekta

Mixing between seed collection and seed processing

Screening large seeds + Machine

Mixing

FIELD PRACTICES

Describe your nursery

- Purpose of Production
- Location
- Size
- Production capacity
- System used
- Inputs/resources

Objectives: Planting Stock Production

- Species, quality and quantity of production is dictated by planting objectives
- Production purposes (eg. timber, pulpwood, firewood)
- Production purposes (eg. biodiversity, conservation, soil and water conservation)



Forest Nurseries

ang diyos na pinag-aalagaan sa mga sanggol na puno

Backyard Nursery

Commercial Forest Nurseries

How did you select your nursery site?

Nursery Site Selection

Soil

- Physical properties like texture, depth, water content
- Chemical properties like pH, cation exchange capacity, fertility
- Soil moisture
- Microclimate (temperature, humidity, soil water quality)
- Soil fertility

Freedom from Weeds

- If you are using open beds, especially for forest tree raising

Exposure & Aspect

- Fully exposed to sunlight but protected from excessive
- South-facing / north-facing, depending on climate

Nursery Site Selection

- Availability**
 - very difficult to locate willing to purchase large whole supply
 - supply available during the dry season
 - possibility of quality donations
 - control control natural controls
 - soil source (paddy fields) or use of soil from elsewhere
- Site & Ownership of the site**
 - large enough to accommodate all essential nursery facilities
 - with adequate provision for possible future expansion
 - Government or company owned

Nursery Site Selection

- Ground Cover**
 - influence the type and cost of nursery preparation
 - low water table
- Labor Supply**
 - proximity to source of labor

Size of Forest Nurseries

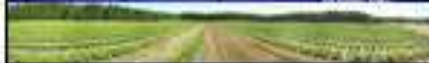
Factors affecting nursery size

- Cost of seedling production
- Method of raising plants
- Nursery life of plants



Standard Forest Nurseries

Production Capacity	Nursery life of plants	Area of nursery (ha)	Remarks
1 Million	1-2 years	8	Includes space for shade, access, tracks, storage, roads etc.
1 Million	1 month to 1 year	1.5 to 2	
1 Million	1-2 months	1.0	



Facilities in a Nursery

- Office**
 - front facing an entrance
 - shaded, secure and comfortable - shaded
- Seedling** - shade for getting air and control growth of seedlings to shade holding shed for holding and drying of transplants
- Shade** - shading net
- Water supply**
- Water tank**
- Handing shed** - open shed for light shade seedlings are grown to transplant stage
- Planting shed** - where plants are put
- Storage shed** for tools, chemicals, fuel tank, seeds, Compost etc. - shed



Where do you get your seedlings from?



Harvesting Seeds



Potting Media



Ang linyang pagtataniman

Recommended mix (topsoil, fine gravel, well-decomposed organic matter)
 For heavy clayey soil - 1:2:2
 For medium heavy soil - 1:1:1
 For light sandy soil - 1:1:1



Grading & Seedling Dispatch



Grading & Seedling Dispatch



Grading & Seedling Dispatch



Thaung Subant!



Seed Collection: Time & Methods

Richard Y. Baguil
 8028-Coraga Baguil



Outline

- Introduction
- Factors Influencing Choice of Collection Method
- Seed Collection Methods
 - Collection from the ground
 - Collection from the crown of fallen trees
 - Collection from standing trees
- Seed Collection Time

Introduction

- A number of methods for the collection of fruits and seeds have been developed.
- The method varies from simple collection from the ground to advanced methods using sophisticated and expensive equipment.
- The selection of the most appropriate method depends on a number of factors but is usually determined by the economy.

Introduction

- The most efficient method is the one in which the appropriate amount of seeds can be collected with the smallest possible cost without jeopardizing seed quality (physiological or genetic), safety of staff and possibly future seed production.

Factors influencing choice of collection method

- Climate and weather conditions during collection
 - Wet weather normally means that the best dry season or early rainy season.
 - Dry weather conditions are usually the most ideal for seed collection.

Factors influencing choice of collection method

- Damage to trees
 - Collection from standing trees involving climbing by the aid of ropes and pruning of seed bearing branches will inevitably cause some damage, but on a commercial scale it rarely influences the general health or future seed production.

Factors influencing choice of collection method

- Accessibility and terrain
 - Apart from managed seed sources, which have normally been established with a view of accessibility during seed collection, many seed

Factors influencing choice of collection method

- Type of fruit and seed
 - Small seeds from fleshy fruits like papaya and mango must be collected by picking the fruits from the tree before the fruits open.

Factors influencing choice of collection method

- Special tree problems
 - Climbing when the crown can be subject to specific problems such as terminal dieback and other stem diseases may make available

Factors influencing choice of collection method

- Identity of mother trees

In tree breeding the identity of the mother trees often has to be known and the identity requires that collection is carried out directly from the parent and not from the ground.

Factors influencing choice of collection method

- Efficiency and labor costs

The easier and quicker the seeds can be collected, the lower is the collector cost. In countries with high labor costs, advanced method of collection with mechanical equipment, are preferred in seed orchards.

Seed Collection Methods

I. COLLECTION FROM THE GROUND

a. Collector after natural seed fall

Applicability: Suitable for species with large seed production and where the seeds are easily collected from the ground.

Method: The ground is swept with a rake or brush and the seeds are collected in a container.

Advantages: - Minimal labor involved
- The seeds are easily collected

b. Collection after shaking

Applicability: Relatively low trees with deficient large-leaved fruit or inflorescence fruits that easily separate from branches. Usually species with a short natural seed period.

Seed Collection Methods

II. COLLECTION FROM THE CROWN OF FILLED TREES

Applicability: Heavy-husk collection from large diameter species where collection can be contained with logging chainsaw.

Method: Individual trees with good phenological are preferably marked as seed trees before logging. These are harvested from the crown as quickly as possible after logging.

Seed Collection Methods

III. COLLECTION FROM STANDING TREES

- Collector with access from the ground or via vehicles
- Shooting down branches
- Collector by climbing
- Climbing the pole
- Access to the crown via ladder



Climbing tree to collect seed (fruit or leafy twigs)



Collecting seeds from trees using chainsaw

Seed collection method for commonly planted tree species in the Philippines

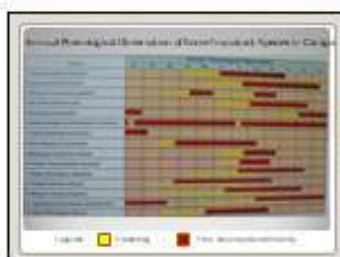
Species	Collection Method
Acacia mangium	Direct from seed or large-podded tree side by side cut from tree with pruning pole when tree is logged on site for re-wooding (cutback system)
Acacia mangium hybrid	Direct from seed or large-podded tree side by side cut from tree with pruning pole when tree is logged on site for re-wooding (cutback system)
Albizia saman	Direct from seed or large-podded tree side by side cut from tree with pruning pole when tree is logged on site for re-wooding (cutback system)
Albizia saman hybrid	Direct from seed or large-podded tree side by side cut from tree with pruning pole when tree is logged on site for re-wooding (cutback system)

Seed collection method for commonly planted tree species in the Philippines

Species	Collection Method
Albizia saman	Direct from seed or large-podded tree side by side cut from tree with pruning pole when tree is logged on site for re-wooding (cutback system)
Albizia saman hybrid	Direct from seed or large-podded tree side by side cut from tree with pruning pole when tree is logged on site for re-wooding (cutback system)

Seed Collection Time

- Timing of seed collection is critical to ensure that only the mature and best quality seeds are collected.
- Seed calendar is developed for this purpose.



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Reed, L. 2000. Silviculture of Acacia mangium and Albizia saman. Forest, Garden, Park, Forest, Denmark.

DRR, Cagayan Region, 2006. Reforestation Guidelines of Natural Regeneration Tree Species in Cagayan.

Thank You & Good Day!

Client Satisfaction Rating

Title of Activity: Training on Nursery Management and Establishment


Date: 11/26/2020

Period of Evaluation:


Evaluator	Naunawaan ko ang training	Magagamit ko ang kaalamang natutunan ko sa training	Mayroong sapat na kaalaman ang mga speaker ng training	Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training	Mayroong sapat na miyembro ang nagpasimuno ng training	Masyos ang naging takbo ng training	Name of Evaluator:	Date:	Total
1	4	4	4	4	4	4	Josepina Manalon	11/26/2020	
2	4	4	4	4	4	4	No Name	11/26/2020	
3	4	4	4	4	4	4	Elvie Merano	11/26/2020	
4	4	4	4	4	4	4	No Name	11/26/2020	
5	4	4	4	3	4	3	Dominador Ogatia	11/26/2020	
6	4	4	4	4	4	4	Ronnel F. Galario	11/26/2020	
7	4	4	4	4	4	4	Diolito S. Gabon	11/26/2020	
8	4	4	4	4	4	4	Reny M. Gabon	11/26/2020	
9	4	4	4	4	4	4	Bernie M. Gadon	11/26/2020	
10	4	4	4	4	4	4	Jocelyn Baldera	11/26/2020	
11	4	4	4	4	4	4	Vicente Gapi Jr.	11/26/2020	
12	4	4	4	4	4	4	No Name	11/26/2020	
13	4	4	4	4	4	4	No Name	11/26/2020	
14	3	2	3	4	3	4	No Name	11/26/2020	
15	4	4	4	3	3	4	Joey F. Teologo	11/26/2020	
16	4	4	4	4	4	4	Michelle F. Frias	11/26/2020	
17	4	4	4	4	4	4	Junar A. Falsado	11/26/2020	
18	4	4	4	3	3	4	Joemar Ferriol	11/26/2020	
19	4	4	4	4	4	4	Ernie C. Rios	11/26/2020	
20	4	4	4	4	4	4	Jojo Adula Manalon	11/26/2020	

Evaluator	Naunawaan ko ang training	Magagamit ko ang kaalamang natutunan ko sa training	Mayroong sapat na kaalaman ang mga speaker ng training	Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training	Mayroong sapat na miyembro ang nagpasimuno ng training	Masyos ang naging takbo ng training	Name of Evaluator:	Date:	Total
21	4	4	4	4	4	4	Riza Magdato	11/26/2020	
22	4	4	4	4	4	4	Emerson A. Dado	11/26/2020	
23	3	4	3	4	4	4	No Name	11/26/2020	
24	4	4	4	4	4	4	No Name	11/26/2020	
25	4	4	4	4	4	4	No Name	11/26/2020	
26	4	4	3	4	3	4	Ernie T. Enquillo	11/26/2020	
27	4	3	4	3	4	4	Yobehildo S. Gabriel	11/26/2020	
28	4	4	4	4	4	4	Norma Dela Cruz	11/26/2020	
29	3	3	4	4	4	4	Khiram F. Ferriol	11/26/2020	
30	4	4	4	3	4	4	Arnold M. Manalon	11/26/2020	
Average	4	4	4	4	4	4			97
TOTAL									

Recorded and Computed by:


ROWELYN F. GALISANAO
 College Clerk

Reviewed by:


DELBERT F. FORNAL
 College Extension Coordinator



Republic of the Philippines
ROMBLON STATE UNIVERSITY
College of Agriculture, Fishery and Forestry (CAFF)
Odiongan, Romblon



RIPROCs Training and Hands-on in Nursery Establishment and
Management

Evaluation Form

Pangalan (Opsyonal): EMMERSON B. DADO Petsa: 11-26-2020
Edad: 46 Kasarian: _____ Barangay/Municipality: AMBURON PANGASAHAN CAL. ROMBLON

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.	✓			
2. Magagamit ko ang kaalamang natutunan ko sa training.	✓			
3. Mayroong sapat na kaalaman ang mga speaker ng training.	✓			
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.	✓			
5. Mayroong sapat na miyembro ang nagpasimuno ng training.	✓			
6. Maayos ang naging takbo ng training.	✓			

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon



RIPROCs Training and Hands-on in Nursery Establishment and Management

Evaluation Form

Pangalan (Opsyonal): Michelle F. Frias Petsa: NOV 26, 2020
 Edad: 24 Kasarian: F Barangay/Municipality: Pagsangahan Calatrava

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.	✓			✓
2. Magagamit ko ang kaalamang natutunan ko sa training.				✓
3. Mayroong sapat na kaalaman ang mga speaker ng training.				✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.				✓
5. Mayroong sapat na miyembro ang nagpasimuno ng training.				✓
6. Maayos ang naging takbo ng training.				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon



RIPROCs Training and Hands-on in Nursery Establishment and Management

Evaluation Form

Pangalan (Opsyonal): Yohelito S. Gabriel Monte Santolera Petsa: 11.26, 2020
 Edad: 38 Kasarian: Lalaki Barangay/Municipality: Monte Santolera, Anilao Rom.

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.			✓	✓
2. Magagamit ko ang kaalamang natutunan ko sa training.			✓	
3. Mayroong sapat na kaalaman ang mga speaker ng training.				✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.			✓	✓
5. Mayroong sapat na miyembro ang nagpasimuno ng training.				✓
6. Maayos ang naging takbo ng training.				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon



RIPROCs Training and Hands-on in Nursery Establishment and Management

Evaluation Form

Pangalan (Opsyonal): Jojo Adula Manalon Petsa: Nov. 26, 2020
 Edad: 21 Kasarian: lalaki Barangay/Municipality: Don Juan San Agustin Romblon

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.				✓
2. Magagamit ko ang kaalamang natutunan ko sa training.				✓
3. Mayroong sapat na kaalaman ang mga speaker ng training.				✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.				✓
5. Mayroong sapat na miyembro ang nagpasimuno ng training.				✓
6. Maayos ang naging takbo ng training.				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon



RIPROCs Training and Hands-on in Nursery Establishment and Management

Evaluation Form

Pangalan (Opsyonal): JUNAR A. FALSADO Petsa: 11-26-20
 Edad: 48 Kasarian: M Barangay/Municipality: PASSINGGAHAN CAL ROM

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.		✗		✓
2. Magagamit ko ang kaalamang natutunan ko sa training.				✓
3. Mayroong sapat na kaalaman ang mga speaker ng training.				✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.				✓
5. Mayroong sapat na miyembro ang nagpasimuno ng training.				✓
6. Maayos ang naging takbo ng training.				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon



RIPROCs Training and Hands-on in Nursery Establishment and Management

Evaluation Form

Pangalan (Opsyonal): _____ Petsa: 11-26-20
 Edad: 48 Kasarian: Palang Barangay/Municipality: Para Sam, S.A.R

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.				✓
2. Magagamit ko ang kaalamang natutunan ko sa training.				✓
3. Mayroong sapat na kaalaman ang mga speaker ng training.				✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.				✓
5. Mayroong sapat na miyembro ang nagpasimuno ng training.				✓
6. Maayos ang naging takbo ng training.				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon

Mga Suhestisyon: Mau training.



RIPROCs Training and Hands-on in Nursery Establishment and Management

Evaluation Form

Pangalan (Opsyonal): _____ Petsa: _____
 Edad: _____ Kasarian: _____ Barangay/Municipality: _____

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.				✓
2. Magagamit ko ang kaalamang natutunan ko sa training.				✓
3. Mayroong sapat na kaalaman ang mga speaker ng training.				✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.				✓
5. Mayroong sapat na miyembro ang nagpasimuno ng training.				✓
6. Maayos ang naging takbo ng training.				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon

Mga Suhestisyon: _____



RIPROCs Training and Hands-on in Nursery Establishment and Management

Evaluation Form

Pangalan (Opsyonal): KHIRAM F. FERRIOL Petsa: 11-26-20
 Edad: 44 Kasarian: M Barangay/Municipality: PAGTAGAHAN CAL.

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.			✓	
2. Magagamit ko ang kaalamang natutunan ko sa training.			✓	
3. Mayroong sapat na kaalaman ang mga speaker ng training.				✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.				✓
5. Mayroong sapat na miyembro ang nagpasimuno ng training.				✓
6. Maayos ang naging takbo ng training.				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon



RIPROCs Training and Hands-on in Nursery Establishment and Management

Evaluation Form

Pangalan (Opsyonal): _____ Petsa: _____
 Edad: _____ Kasarian: _____ Barangay/Municipality: _____

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.				✓
2. Magagamit ko ang kaalamang natutunan ko sa training.				✓
3. Mayroong sapat na kaalaman ang mga speaker ng training.				✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.				✓
5. Mayroong sapat na miyembro ang nagpasimuno ng training.				✓
6. Maayos ang naging takbo ng training.				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon

Mga Suhestisyon:



RIPROCs Training and Hands-on in Nursery Establishment and Management

Evaluation Form

Pangalan (Opsyonal): JOEY F. TROLOGO Petsa: 11-26-2020
 Edad: 58 Kasarian: M Barangay/Municipality: MARABONDON NORTE SAN ANDRES

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.				✓
2. Magagamit ko ang kaalamang natutunan ko sa training.				✓
3. Mayroong sapat na kaalaman ang mga speaker ng training.				✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.			✓	
5. Mayroong sapat na miyembro ang nagpasimuno ng training.			✓	
6. Maayos ang naging takbo ng training.				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon



RIPROCs Training and Hands-on in Nursery Establishment and Management

Evaluation Form

Pangalan (Opsyonal): _____ Petsa: _____
 Edad: _____ Kasarian: _____ Barangay/Municipality: _____

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.			✓	
2. Magagamit ko ang kaalamang natutunan ko sa training.		✓		
3. Mayroong sapat na kaalaman ang mga speaker ng training.			✓	
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.				✓
5. Mayroong sapat na miyembro ang nagpasimuno ng training.			✓	
6. Maayos ang naging takbo ng training.				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon

Mga Suhestisyon:



RIPROCs Training and Hands-on in Nursery Establishment and
Management

Evaluation Form

Pangalan (Opsyonal): Nbemi M. Serró Petsa: Nov. 26 / 2020
Edad: 35 Kasarian: Female Barangay/Municipality: Don Juan, Sta. Agustin Romblon

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.	✓			
2. Magagamit ko ang kaalamang natutunan ko sa training.		✓		
3. Mayroong sapat na kaalaman ang mga speaker ng training.		✓		
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.			✓	
5. Mayroong sapat na miyembro ang nagpasimuno ng training.			✓	
6. Maayos ang naging takbo ng training.				✓

- 1-Hindi sumasang-ayon
2-Hindi gaanong sumasang-ayon
3-Sumasang-ayon
4-Lubos na sumasang-ayon

Mga Suhestisyon:



RIPROCs Training and Hands-on in Nursery Establishment and
Management

Evaluation Form

Pangalan (Opsyonal): Norma M. Orla Cruz Petsa: Nov. 26 - 2020
Edad: 59 Kasarian: Female Barangay/Municipality: San Agustin, Romblon

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.				✓
2. Magagamit ko ang kaalamang natutunan ko sa training.				✓
3. Mayroong sapat na kaalaman ang mga speaker ng training.				✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.				✓
5. Mayroong sapat na miyembro ang nagpasimuno ng training.				✓
6. Maayos ang naging takbo ng training.				✓

- 1-Hindi sumasang-ayon
2-Hindi gaanong sumasang-ayon
3-Sumasang-ayon
4-Lubos na sumasang-ayon

Mga Suhestisyon:



Handwritten signature

RIPROCs Training and Hands-on in Nursery Establishment and Management

Evaluation Form

Pangalan (Opsyonal): JOSEFINA M. MANALON Petsa: 11-26-2020
 Edad: 67 Kasarian: Babae Barangay/Municipality: Dona Juana, San Agustin, Rom.

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakataon para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinatakay sa training.				✓
2. Magagamit ko ang kaalamang natutunan ko sa training.				✓
3. Mayroong sapat na kaalaman ang mga speaker ng training.				✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.				✓
5. Mayroong sapat na miyembro ang nagpasimuno ng training.				✓
6. Maayos ang naging takbo ng training.				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon



RIPROCs Training and Hands-on in Nursery Establishment and Management

Evaluation Form

Pangalan (Opsyonal): _____ Petsa: NOV. 26, 2020
 Edad: 76 Kasarian: D Barangay/Municipality: Dona Juana, San Agustin

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakataon para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinatakay sa training.				✓
2. Magagamit ko ang kaalamang natutunan ko sa training.				✓
3. Mayroong sapat na kaalaman ang mga speaker ng training.				✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.				✓
5. Mayroong sapat na miyembro ang nagpasimuno ng training.				✓
6. Maayos ang naging takbo ng training.				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon



RIPROCs Training and Hands-on in Nursery Establishment and Management

Evaluation Form

Pangalan (Opsyonal): Dea Moreno dfby Petsa: 26
 Edad: 62 Kasarian: _____ Barangay/Municipality: Dava Juan SMP

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.	✓			
2. Magagamit ko ang kaalamang natutunan ko sa training.	✓			
3. Mayroong sapat na kaalaman ang mga speaker ng training.	✓			
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.	✓			
5. Mayroong sapat na miyembro ang nagpasimuno ng training.	✓			
6. Maayos ang naging takbo ng training.	✓			

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon

Mga Suhestisyon:



RIPROCs Training and Hands-on in Nursery Establishment and Management

Evaluation Form

Pangalan (Opsyonal): Bernie M Godwin Brgy Tanod Petsa: 11-26-20
 Edad: 38 Kasarian: Babae Barangay/Municipality: Marigondon Norte San Andres Romblon

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.	X	X	X	✓
2. Magagamit ko ang kaalamang natutunan ko sa training.			X	✓
3. Mayroong sapat na kaalaman ang mga speaker ng training.				✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.				✓
5. Mayroong sapat na miyembro ang nagpasimuno ng training.				✓
6. Maayos ang naging takbo ng training.				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon



RIPROCs Training and Hands-on in Nursery Establishment and
 Management

Evaluation Form

Pangalan (Opsyonal): Viante Hapi Jr. Petsa: 11-26-2020
 Edad: 43 Kasarian: M Barangay/Municipality: JONA JUANA SAN AGUSTIN

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinatakay sa training.	✓	✗	✗	✗
2. Magagamit ko ang kaalamang natutunan ko sa training.	✓	.		
3. Mayroong sapat na kaalaman ang mga speaker ng training.	✓			
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.	✓			
5. Mayroong sapat na miyembro ang nagpasimuno ng training.	✓			
6. Maayos ang naging takbo ng training.	✓			

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon

Mga Suhestiyon:



RIPROCs Training and Hands-on in Nursery Establishment and
 Management

Evaluation Form

Pangalan (Opsyonal): Jocelyn Baldera Petsa: 11/26/2020
 Edad: 28 Kasarian: Babae Barangay/Municipality: Dona Juana San Agustin Romblon

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinatakay sa training.	✓			✓
2. Magagamit ko ang kaalamang natutunan ko sa training.		✓		✓
3. Mayroong sapat na kaalaman ang mga speaker ng training.				✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.				✓
5. Mayroong sapat na miyembro ang nagpasimuno ng training.				✓
6. Maayos ang naging takbo ng training.				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon

Mga Suhestiyon:



RIPROCs Training and Hands-on in Nursery Establishment and Management

Evaluation Form

Pangalan (Opsyonal): RENY M. GABON Petsa: 11/26/2020
 Edad: 60 Kasarian: LALAKI Barangay/Municipality: MARIGONDON/NORTE SAN ANDRES, ROMBLON

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakataan para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.	✓			✓
2. Magagamit ko ang kaalamang natutunan ko sa training.		✓		✓
3. Mayroong sapat na kaalaman ang mga speaker ng training.			✓	✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.				✓
5. Mayroong sapat na miyembro ang nagpasimuno ng training.				✓
6. Maayos ang naging takbo ng training.				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- ✓4-Lubos na sumasang-ayon



RIPROCs Training and Hands-on in Nursery Establishment and Management

Evaluation Form

Pangalan (Opsyonal): Arnold M. Manalan Petsa: (DE) NOV. 26, 2020
 Edad: 49 Kasarian: male Barangay/Municipality: _____

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakataan para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.				✓
2. Magagamit ko ang kaalamang natutunan ko sa training.				✓
3. Mayroong sapat na kaalaman ang mga speaker ng training.				✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.			✓	
5. Mayroong sapat na miyembro ang nagpasimuno ng training.				✓
6. Maayos ang naging takbo ng training.				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon

Mga Suhestisyon:



RIPROCs Training and Hands-on in Nursery Establishment and Management

Evaluation Form

Pangalan (Opsyonal): RONNEL F. GALARDO Petsa: 11-26, 2020
 Edad: 53 Kasarian: M Barangay/Municipality: PAAGDANGHAN CALATRASA Rom.

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.				✓
2. Magagamit ko ang kaalamang natutunan ko sa training.				✓
3. Mayroong sapat na kaalaman ang mga speaker ng training.				✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.				✓
5. Mayroong sapat na miyembro ang nagpasimuno ng training.				✓
6. Maayos ang naging takbo ng training.				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon



RIPROCs Training and Hands-on in Nursery Establishment and Management

Evaluation Form

Pangalan (Opsyonal): DIOLITO S. GABON Petsa: NOV/25/20
 Edad: 52 Kasarian: LALAKI Barangay/Municipality: MARI-NOITE SAN MIDDLE ROMBLON

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.	✓	✓	✓	✓
2. Magagamit ko ang kaalamang natutunan ko sa training.	✓	✓	✓	✓
3. Mayroong sapat na kaalaman ang mga speaker ng training.	✓	✓	✓	✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.	✓	✓	✓	✓
5. Mayroong sapat na miyembro ang nagpasimuno ng training.	✓	✓	✓	✓
6. Maayos ang naging takbo ng training.	✓	✓	✓	✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon



RIPROCs Training and Hands-on in Nursery Establishment and Management

Evaluation Form

Pangalan (Opsyonal) Dominador D. Ogohia Petsa Nov. 26, 2020
 Edad: 50 Kasarian: Lalaki Barangay/Municipality: Pagcogayan, Calatrava, Romblon

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.				✓
2. Magagamit ko ang kaalamang natutunan ko sa training.				✓
3. Mayroong sapat na kaalaman ang mga speaker ng training.			✓	✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.			✓	
5. Mayroong sapat na miyembro ang nagpasimuno ng training.				✓
6. Maayos ang naging takbo ng training.			✓	

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon



RIPROCs Training and Hands-on in Nursery Establishment and Management

Evaluation Form

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 Edad: _____ Kasarian: _____ Barangay/Municipality: _____

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2. Magagamit ko ang kaalamang natutunan ko sa training.				✓
3. Mayroong sapat na kaalaman ang mga speaker ng training.				✓
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5. Mayroong sapat na miyembro ang nagpasimuno ng training.				✓
6. Maayos ang naging takbo ng training.				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon

Mga Suhestisyon:



RIPROCs Training and Hands-on in Nursery Establishment and Management

Evaluation Form

Pangalan (Opsyonal): Elvie Merano Tanod Petsa: Nov 26-2020
 Edad: Sep 26/20 Kasarian: _____ Barangay/Municipality: _____

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.				✓
2. Magagamit ko ang kaalamang natutunan ko sa training.				✓
3. Mayroong sapat na kaalaman ang mga speaker ng training.				✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.				✓
5. Mayroong sapat na miyembro ang nagpasimuno ng training.				✓
6. Maayos ang naging takbo ng training.				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon

Mga Suhestisyon:



RIPROCs Training and Hands-on in Nursery Establishment and Management

Evaluation Form

Pangalan (Opsyonal): Ernie J. Enguillo Petsa: 11-26-2020
 Edad: 48 Kasarian: LALAKI Barangay/Municipality: Brgy Mari-Rosita San Andres Romblon

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.				✓
2. Magagamit ko ang kaalamang natutunan ko sa training.			✓	
3. Mayroong sapat na kaalaman ang mga speaker ng training.				✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.			✓	
5. Mayroong sapat na miyembro ang nagpasimuno ng training.				✓
6. Maayos ang naging takbo ng training.				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon



RIPROCs Training and Hands-on in Nursery Establishment and Management

Evaluation Form

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 Edad: _____ Kasarian: _____ Barangay/Municipality: _____

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot.

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1. Naunawaan ko ang paksa na tinalakay sa training.				✓
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3. Mayroong sapat na kaalaman ang mga speaker ng training.				✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.				✓
5. Mayroong sapat na miyembro ang nagpasimuno ng training.			✓	
6. Maayos ang naging takbo ng training.			✓	

- 1-Hindi sumasang-ayon
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- 4-Lubos na sumasang-ayon

Mga Suhestisyon:



RIPROCs Training and Hands-on in Nursery Establishment and Management

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4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.			✓	
5. Mayroong sapat na miyembro ang nagpasimuno ng training.				✓
6. Maayos ang naging takbo ng training.		✓		

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon

Mga Suhestisyon:



RIPROCs Training and Hands-on in Nursery Establishment and Management

Evaluation Form

Pangalan (Opsyonal): Alza M. MARDATO Petsa: Nov. 26, 2020
 Edad: 40 Kasarian: Babae Barangay/Municipality: Doña Juana, S.A.N.

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.				✓
2. Magagamit ko ang kaalamang natutunan ko sa training.				✓
3. Mayroong sapat na kaalaman ang mga speaker ng training.				✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.				✓
5. Mayroong sapat na miyembro ang nagpasimuno ng training.				✓
6. Maayos ang naging takbo ng training.				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon

Mga Suhestisyon: magkaroon pa ng mga ganitong paseminar para lalo pang madagdag ang aming kaalaman



RIPROCs Training and Hands-on in Nursery Establishment and Management

Evaluation Form

Pangalan (Opsyonal): _____ Petsa: _____
 Edad: _____ Kasarian: _____ Barangay/Municipality: _____

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.			✓	
2. Magagamit ko ang kaalamang natutunan ko sa training.				✓
3. Mayroong sapat na kaalaman ang mga speaker ng training.			✓	
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.				✓
5. Mayroong sapat na miyembro ang nagpasimuno ng training.				✓
6. Maayos ang naging takbo ng training.				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon

Mga Suhestisyon:



RIPROCs Training and Hands-on in Nursery Establishment and Management

Evaluation Form

Pangalan (Opsyonal): Emie C. Rio, Brgy. Kagawad Petsa: 11-26-20
 Edad: 54 Kasarian: MALE Barangay/Municipality: MARI NORTE, San Andres

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.				✓
2. Magagamit ko ang kaalamang natutunan ko sa training.				✓
3. Mayroong sapat na kaalaman ang mga speaker ng training.				✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.				✓
5. Mayroong sapat na miyembro ang nagpasimuno ng training.				✓
6. Maayos ang naging takbo ng training.				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon



RIPROCs Training and Hands-on in Nursery Establishment and Management

Evaluation Form

Pangalan (Opsyonal): JOEMAR FERDOL Petsa: 11-26-20
 Edad: 47 Kasarian: MALE Barangay/Municipality: CAV,

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.				✓
2. Magagamit ko ang kaalamang natutunan ko sa training.				✓
3. Mayroong sapat na kaalaman ang mga speaker ng training.				✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.			✓	
5. Mayroong sapat na miyembro ang nagpasimuno ng training.			✓	
6. Maayos ang naging takbo ng training.				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon



November 23, 2020

MERIAN P. CATAJAY-MANL Ph.D., CESE
 University President
 This University



Dear Madam,

Environmental greetings!

Respectfully requesting for the travel order of the team for the conduct of the series of training and on-site activities under the newly approved program entitled "*WSP/DA: Riparian Restoration Program to Promote Climate Justice Resilient Communities and Sustainable Water in CALSANG-Phase 1*". The training will be held at Doña Juana covered court, San Agustin, the details of the activity are reflected in the table below:

Trainings	Schedule (Target)	Persons Involved
1. Nursery Establishment and Management	November 26-27, 2020	Amelyn A. Fornalbeza Julio Romeo Chavez Mae Stella A. Fernal Marjori I. Ferral Marie Jane Fornalbeza Edgar V. Fornalbeza Rosalito I. Gregoria Jr. Deiber I. Ferral Marife Sayat Janiel Lucidos Raf Yap
2. Propagation Techniques and Management of Planting materials	December 2-3, 2020*	*Korallo Fojn *Lisa Inocencio *Nancy Dalisay
3. Restoration Plantation Establishment and Management	December 10-11, 2020	

Also, may we request the use of the university service vehicle (Toyota Revo-green), and with the driver (Raf Yap) to ferry them to the training venue and nursery areas (Barangay San-Norte, San Andres, and Panguilian, Calatagan).

Thank you so much.

Sincerely yours,

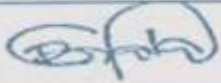

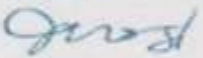


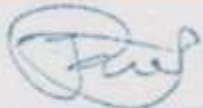


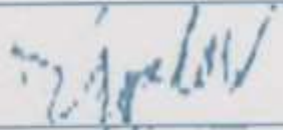
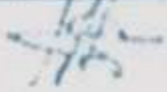
*Noted and approved
 by 11-23-2020
 and date left: P 200*

**Training 1. TRAINING ON NURSERY ESTABLISHMENT AND
MANAGEMENT**

November 26-27, 2020

ATTENDANCE SHEET

Mari-Norte, San Andres

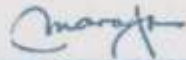

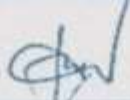

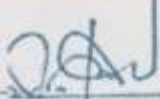
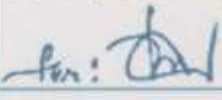

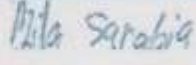
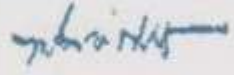
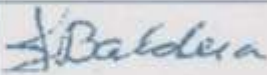
No	Name	Signature
1	Hon Barone C. Galan Jr.	
2	Jhonny M. Gabon	
3	Ernie T Enquillo	
4	Ernie C. Rios	
5	Joey F. Teologo	
6	Gerlyn Rios	
7	Teddy F. Gusi Jr.	
8	Diolito Gabon	
9	Danilo Z. Gadon	
10	Yobelido S. Gabriel	

**Training 1. TRAINING ON NURSERY ESTABLISHMENT AND
MANAGEMENT**

November 26-27, 2020

ATTENDANCE SHEET

Doña Juana, San Agustin

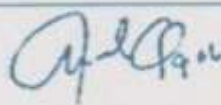
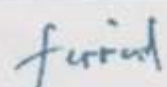
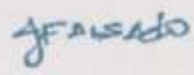


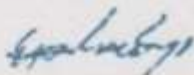

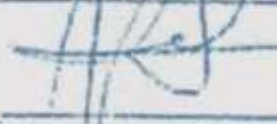
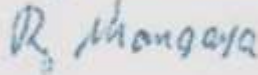

No.	Name	Signature
1	Hon. Josefina M. Manalon	
2	Kag. Bernabe M. Tome	
3	Kag. Norma M. Dela Cruz	
4	Kag. Arnold M. Manalon	
5	Mr. Jupiter G. Montesa	
6	Ms. Elisa G. Meran	
7	Mr. Darwin M. Garachico	
8	Ms. Mila Sarabia	
9	Ms. Maricar B. Mindoro	
10	Ms. Jocelyn Baldera	

**Training 1. TRAINING ON NURSERY ESTABLISHMENT AND
MANAGEMENT**

November 26-27, 2020

ATTENDANCE SHEET

Pagsanghan, Calatrava

No	Name	Signature
1	Hon. Dominador Ogatia	
2	Kag. Khiram Ferriol	
3	Kag. Jumar Falsado	
4	Kag. Ceprano Franciso	
5	Mr. Emirson Dado	
6	Mr. Clarito Espelimergo	
7	Mr. Noli M. Gallos	
8	Mr. Roberto Recto	
9	Reggie G. Mangaya	
10	Ms. Midrelle Frias	

Activity 3

Propagation and Management of
Selected Crops for Riparian
Restoration



Riparian Restoration Program to Promote Climate Change Resilient Communities and Sustainable Water in CALSANAG

(RIPROCS Program)

POST TRAINING REPORT

TRAINING ON PROPAGATION AND MANAGEMENT OF SELECTED CROPS FOR RIPARIAN RESTORATION

Calatrava Municipal Hall, Calatrava, Romblon December 9-



CONTENTS

	TITLE	PAGE
INTRODUCTION	_____	1
TRAINING OBJECTIVES	_____	2
THE PROFILE OF PARTICIPANTS	_____	3
PROCEEDINGS	_____	4

Preliminaries

Training Proper

Topic 1	: QUALITY PLANTING STOCK PRODUCTION FOR INDIGENOUS TREE SPECIES	4
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Resource Person : Prof. Amelyn A. Formilleza

Program Leader-RIPROCS CAFF

Topic 2	: PRODUCTION OF SELECTED FRUIT TREES	9
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Resource Person : Prof. Edgar V. Andalecio

Program Co-proponent

Topic 3	: GROWING ORNAMENTALS	19
----------------	------------------------------	-----------

Resource Person : Prof. Juniel G. Lucidos

Program Co-proponent

Topic 4	: GROWING BAMBOO FROM CUTTINGS	22
----------------	---------------------------------------	-----------

Resource Person : Prof. Delbert F. Fornal

Program Co-proponent

Topic 5	: ROOT CROPS AND OTHER AGRI-CROPS PRODUCTION	25
----------------	---	-----------

Resource Person : Prof. Marjail I. Ferriol

Program Co-proponent

Topic 6	: HIGH VALUE VEGETABLE PRODUCTION	32
----------------	--	-----------

Resource Persons : Prof. Julio Romeo T. Chavez

Program Co-proponent

Topic 7	: COMPOST AND VERMICULTURE	35
----------------	-----------------------------------	-----------

Resource Person : Prof. Rosalito Gregorio Jr.

Program Co-proponent

Introduction

As part of the feasible ecological solution and community-need-based response to the environmental problems on degrading riparian systems integrity, RIPROCS Program (Riparian Restoration Program to Promote Climate Change Resilient Communities and Sustainable Water in CALSANAG) was created. The program's geared toward the conservation, management, and protection of riparian ecosystems to address food security, economic growth with equity, promote climate change resilient communities, and ensure sustainable and clean water. To implement a successful restoration program for degraded and unhealthy riparian areas, the conduct of this second of the series of training on Propagation and Management of Selected Crops for Riparian Restoration is an integral part of the technical assistance and capability enhancement of target communities in the CALSANAG area.

Proper management and conservation of forest and other essential ecosystem types is necessary to make resources sustainable. Trees or woody plants, in general, play a significant part in traditional farming systems for food, cash crops, suppliers of fuelwood and fodder. Aside from multiple benefits that forest can provide, environmental benefits and use trees as fallow vegetation, hedges, windbreaks, erosion barriers, and other ecological services. They also protect the environment and improve living conditions. For example, they provide shade and shelter and play a vital role in preventing soil erosion and sustaining soil fertility. These ecological functions of trees are diminishing due to increasing population pressure and land-use change. Thus, it is necessary to encourage and support local initiatives to plant trees for any restoration efforts. However, high-quality plants are often a critical requirement for successfully implementing restoration programs to create healthy, functional, sustainable, and resilient ecosystems. Seedlings are the foundation for many terrestrial ecosystems and are a critical consideration and investment restoration program.

Only limited information is presently available on the costs and performance of vegetatively propagated material. The wise and careful use of these propagation techniques/methods can result in more productive and genetically diverse forests than are now possible. Vegetative propagation allows plants to avoid the costly and complex

process of producing sexual reproduction organs such as flowers and the subsequent seeds and fruits. These methods reproduced the exact copies of trees selected for superior characteristics that include conventional techniques such as rooting cuttings, grafting, and air-layering. In bigger scale target of planting material are to be produced, it would be helpful to have a better understanding of different propagation techniques, how to run a proper nursery, and planting out and maintenance.

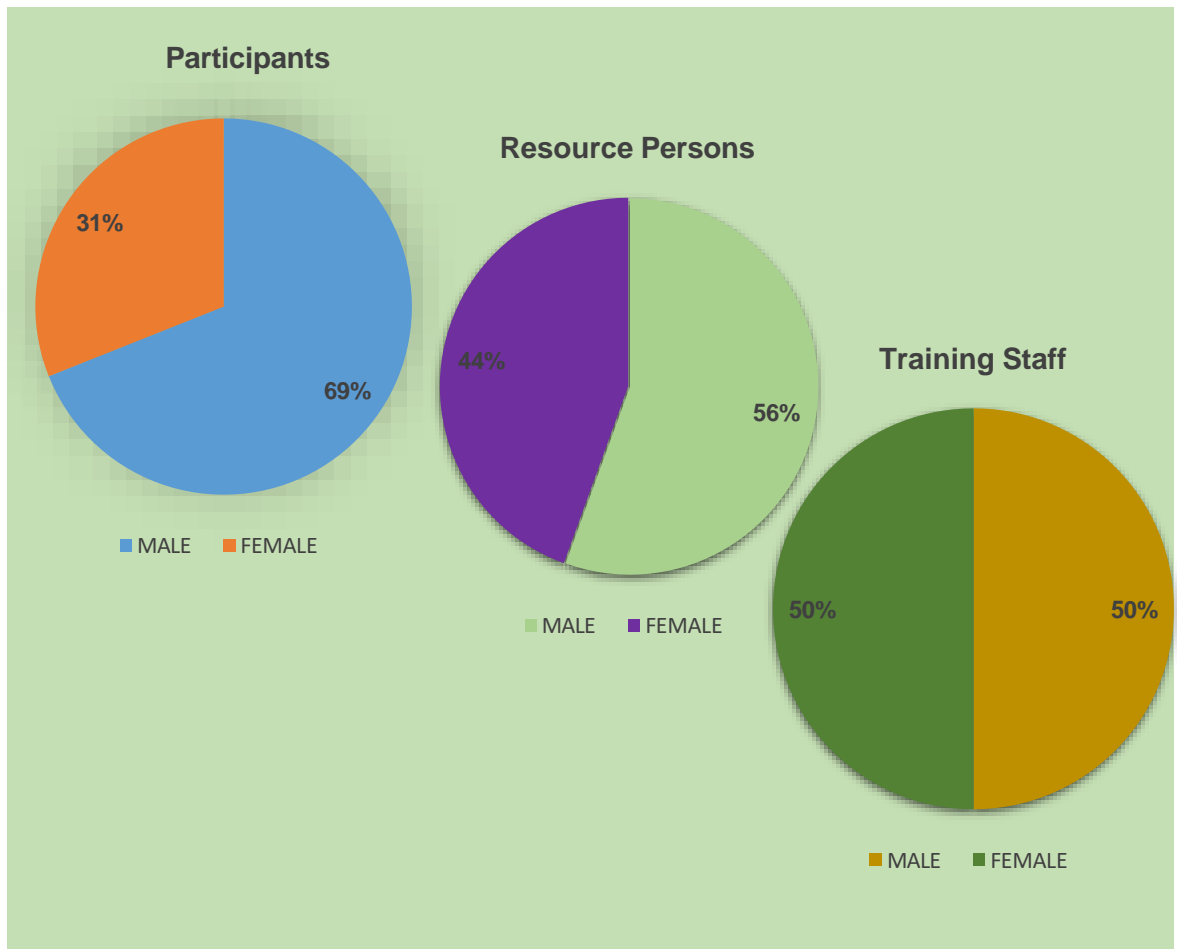
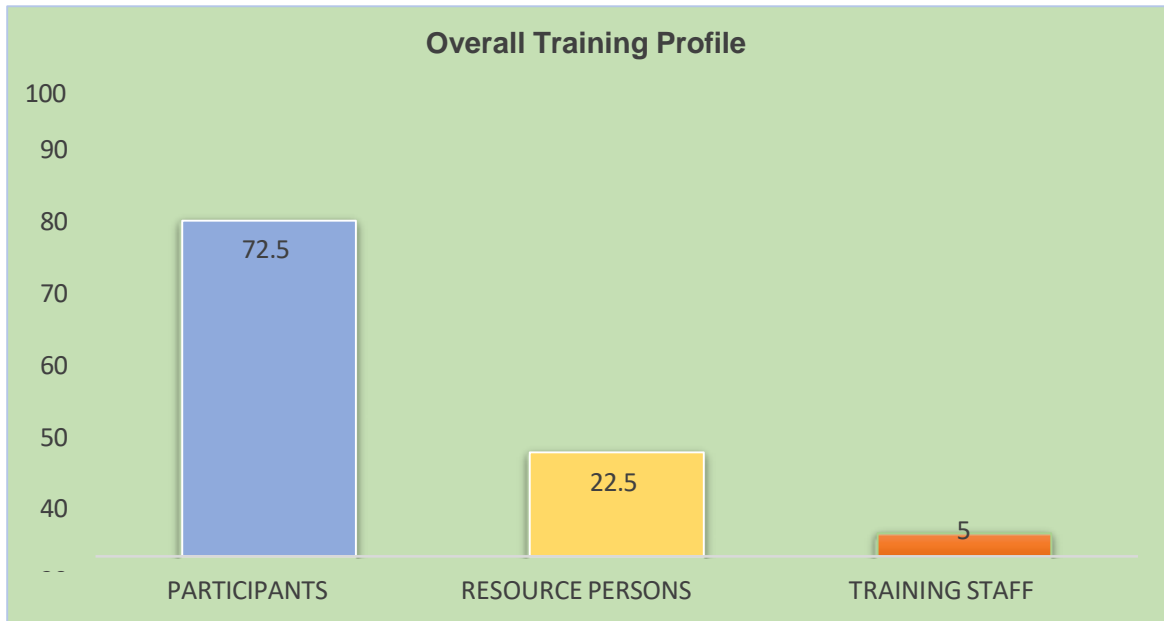
Thus, the 2-day training was conducted and participated by local officials and riverbank residents (30 participants) from three adjoining municipalities (CALSANAG). The first day was intended for series of lectures on the propagation method, maintenance, and other silvicultural prescriptions (8 major topics). While the second day was devoted to a different field or hands-on activities such as preparation of growing medium, bagging operation, selection of mother tree, seeds collection, wildings collection, processing of planting materials, potting, and compost making. The overall aim of the training is to train them on how to apply the different propagation methods in raising trees, fruit trees, and other valuable agronomic crops. Aside from various techniques, organizational management and marketing strategies were also included in the training.

Objectives

The participants are expected to learn the following areas of *Propagation and Management of Selected Crops for Riparian Restoration*, particularly on the following areas of concerns:

1. To update selected local people capabilities in the principles regarding the various feasible propagation method and techniques of selected forest and agri crops;
2. To apply the best practices from collection, processing, raising and tending seedlings of selected forest and agri crops; and
3. To adopt proper tending, caring, management of the different types of selected forest and agri-crops.

Profile of Participants, Resource Persons, Training Staff



Proceedings

Preliminaries

Before the training session proper, a short opening program was held that started with a prayer led by Hon. Jupiter Montesa a Barangay Kagawad from San Agustin and followed by the singing of the National Anthem.

Hon. Mariet F. Babera the municipal mayor of the municipality Calatrava gave welcome remarks, signifying her strong support to the programs and projects (research and extension) for CALSANAG Watershed Forest Reserve. She pledges support as a counterpart of the projects (manpower).

Prof. Julio Romeo T. Chavez the program co-proponent delivered an opening message. He pointed out important three salient points. Firstly, he stressed out that the RIPROCS program is a research-based output that turned into an extension program and along with the restoration goal, the production of the food system is also part of it. Secondly, to assure the sustainability of the nursery operation and management it should be supported with barangay and LGUs ordinance or resolutions output and put up an annual investment plan. Lastly, he emphasized that the full commitment of the various agencies in support of the sustainability and success of the extension program is needed and highly encourage.

Training Proper

Topic 1 : Quality Planting Stock Production for Indigenous

Resource Person : Prof. Amelyn A. Formilleza

CARE Faculty / Program Leader



- The quality of planting stock is a major factor that determines the success of tree farming.
- A low quality seedling is not worth planting because it will always produce a low quality tree, even if it is provided with the appropriate silvicultural treatments and planted in an appropriate site.
- Plantation maintenance cost of low quality seedlings can be high due to high mortality and more intensive management requirement.
- Seedlings coming from nursery should be of high quality and the nursery operator should focus on raising high quality seedlings rather than on the number of seedlings produce
- It is better to produce few seedlings of high quality.
- Unfortunately, in the Philippines, private and government nurseries consider number rather than on improving the quality of seedlings.

Germplasm collection

- Seeds and wildlings are the common types of germplasm used for forest tree seedling production.
- The purpose of collecting germplasm should be defined, the sources should be identified and the timing of collection must be known.
- Germplasm must be collected from several trees, not from just a single tree to ensure genetic variability.
- Harvesting of seeds is done when most of the seeds or fruits are mature.

Seed Processing

- Processing of seeds is necessary immediately after the seed collection.
- After the collection, separate the seeds from the fruit. If left unextracted, the sap of thick and fleshy pulp of some fruits ferment and damage the seeds.
- Fruits that open when mature (e.g. mangium, eucalyptus, mahogany, falcata) Fruits are air dried and spread over a mat, plastic or any material that will collect the seeds once released from the fruit.

- Avoid placing the fruits under direct and intense sunlight and occasionally stir the layer of fruits to facilitate drying.
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Seed drying

- to maintain seed viability
- The drying process will depend on the type of seed (recalcitrant or orthodox)
- Recalcitrant seeds must retain high moisture during storage and should not be stored for a longer period, only few days or weeks. Recalcitrant seeds must be wrapped in moist cloth or paper and stored in a moist environment. The seed will lose its viability when it dries completely. Examples of recalcitrant species are *jackfruit*, *neem tree*, *rattan*, *dipterocarps*, and *mahogany*.
- Orthodox seeds must be dried to a low moisture content before they are stored. These seeds will retain its viability for several years when stored in a cold place or even in a room temperature because drying will let them enter to a state of dormancy. Before sowing, these seeds usually require pre-sowing treatments to break the dormancy. Examples of orthodox species are eucalyptus, *kakawate*, *teak*, *mangium*, *narra*, *falcata*, *molave*, and *kalumpit*.
- Many orthodox seeds can be sun-dried to reduce the moisture content to the minimum. Seeds are appropriately dry if they are easy to bite, crack or cut and will produce a sharp snapping sound, will make a rustling sound when mixed or shaken and will have a constant weight.

Seed cleaning

- remove irregularities (debris and defective seeds)
- winnowing and sieving

- Immersing seeds in a pale of water. Viable seeds usually sink to the bottom of the container

Seed Storage

- Temperature, humidity, moisture content, light, and insects and diseases.
- Of these, the two most important are temperature and humidity. Seeds will retain its viability for longer period when these are stored at low temperature and low relative humidity, placed in an airtight container and kept in a dry and dark storage compartment.
- Containers appropriate for storing seeds include sacks, plastic bags, cans, glass jars and empty bottles of softdrinks and mineral water. The containers must be filled to avoid empty space in the container that will lead to increase the air humidity.

Collection of Wildlings

- Wildlings should be collected while they are still very young.
- Collecting old wildlings will cause severe root damage which will result to high seedling mortality
- Potting old wildlings will usually result to deformed root system such as J-rooting especially when root pruning is not carried out prior to potting
- The best time to collect wildling is early in the morning and late afternoon. If collection is done during a sunny day, wildlings should be covered to protect them from wilting.
- Mud packing of roots is ideal and fresh banana sheath will serve as a good packing material.

Seed Dormancy and Pre-sowing Treatments

- Seed dormancy is a physiological state in which viable seeds will never germinate even if subjected to favorable conditions.
- Methods of breaking seed dormancy varies according to species.

1. Cold Water Treatment

- This involves soaking of seeds in tap water until they become bloated.
- Seeds of pili soaked in tap water for 10 days obtained high germination.
- Ipil and langil seeds soaked in tap water for 15 hours resulted in 80% and 89% germination, respectively.

2. Chemical Treatment

- This is applicable to seeds with very hard seed coat like molave and kalumpit.
- Seeds are soaked in acid and constantly stirred to abrade the seed coat.
- The soaking time depends on the thickness of the seed coat.
- Sulfuric acid is the common.

3. Hot Water Treatment

- Seeds are immersed in boiling water for few seconds or pouring them with hot water in a container.
- When seeds are immersed in boiling water, these should be placed in a cloth before dipping.
- Hot water treatment is effective for molave and most of the legume species including mangium, auri and falcata.

4. Scarification – this technique is usually used for large seeds and aims to thin down the stony seed coat to facilitate water absorption and exchange of gases. Seeds are rubbed against hard and rough surface to remove a layer of the seed coat.

5. Nicking- This involves cutting the seed coat just enough to expose a small portion of the cotyledon. The cut should be made farthest from the embryo so as to ensure that the embryo will not be damaged. This is applicable for seeds of ipil, akle, tindalo and other large seeds with stony coat.

6. Fire treatment- Seeds are placed on the ground and covered with a thin layer (about 3cm) of the dry cogon grass and set on fire. As soon as the grass is completely burned, the seeds are placed in cold water. The quick change of temperature will cause the seed coat to crack.

Seed Germination and germination media

- For large seeds such as pili, ipil, lauan and akle, these can be sown directly to pots
- For medium-sized seeds such as gmelina, mahogany and dao, seeds can be sown in seedbeds.
- For seeds of bagras, mangium, auri, kalumpit, molave and other small seeds, these are best sown in seed boxes.
- If the viability of the seeds is unknown, it is best to sow the seeds in seedbeds and seed boxes instead of sowing them directly to pots.

Preparation of Germination Media

- Water holding capacity, good drainage and free from pathogens are the most important requisites of a germination medium.
- A mixture of 60% soil and 40% rivers and is a good germination medium.
- The soil holds moisture while the sand promotes aeration and good drainage.
- Sterilize the germination medium by heating over fire at 60 degrees for full 30 minutes.
- The medium must be dampened before heating. After heating, let it stand to cool down.
- Sieve the medium by passing through a screen to remove large clods.

Bagging

- Bagging is filling the pots with potting mix.
- To facilitate pot filling, a funnel or a scoop could be used.
- The potting mix must be dry during potting and pots should be shaken during filling to avoid large air pockets within the potting medium.
- If a polybag is used, it should have at least six holes on the bottom.

- During filling, press the two bottom corners of the bag towards the inside to circle and flatten the bottom.

Potting

- Potting or pricking out is transplanting seedlings from germination boxes and seedbeds to individual pots.
- This is considered as the most delicate operation of seedling production because very young seedlings are tender and improper potting will damage the root system.

Conditions should be observed during pricking out:

1. Water the pots and germination trays/seedbeds before lifting and planting the seedlings.
2. Prick early in the morning and late afternoon as the solar radiation is not so intense to damage the young seedlings
3. Lift seedlings from germination media with a flat stick and place them in a shallow bowl of water to prevent wilting

Transplanting

- After transplanting the seedlings from germination boxes or seedbeds to individual containers, seedlings are placed in the transplant shed.
- A transplant shed should have a cover to protect the young transplants from intense sunlight but with sufficient transparency to allow some sunlight to reach the seedlings.
- The cover must also allow rain to pass through. However, for species with very small seedlings like bagras (*Eucalyptus deglupta*), transplant shed should have a plastic roof to prevent the seedlings from dislodging due to raindrop action.

Hardening

- Sturdy and hardened.
- Hardening includes exposing the seedlings to full sunlight, reduction of the frequency of watering and fertilizer application, and root pruning.
- To provide the seedlings full exposure to sunlight. To control the moisture available to plants, it is ideal to elevate the seedlings
- promote aerial root pruning to prevent the taproot from penetrating into the ground, it will enhance the development of root hairs, which are essential for the early stage of seedling development when out planted.

Seedling maintenance activities

- Appropriate care of seedlings in the nursery is crucial for seedling survival and growth after out planting.

Important maintenance activities:

Shading

- newly potted seedlings
- first week from potting, it is essential that seedlings will be under 70% shade.
- When new leaves develop, shade should be removed gradually.
- Fish nets, plastic sheets or coconut leaves can be used as artificial shade materials.

Spacing

- seedlings to receive sufficient sunlight
- facilitates counting and monitoring for seedlings attacked by pests and diseases.
- Spacing can be done by leaving approximately 5 inches of space in between two or three rows of seedlings in pots.

- To prevent the pots from toppling down, a piece of wood or a bamboo stem can be placed on the space in between rows.

Root Pruning

- Cutting of root that are coming out from the seedling container is essential to prevent the roots from penetrating into the ground.
- If the taproot grows deep into the ground, lifting the seedlings immediately before planting will cause severe stress to the seedlings, which will increase the risk of seedling mortality.
- Root pruning can be done by cutting the roots that come out from the seedling container using a scissor or knife. If the outgrowing roots are still very young, these can be rubbed off by hands.

Weeding

- Weeds compete seedlings with moisture, nutrients and sunlight.
- Weeding -regularly before weeds will outcompete the seedlings.
- Removing weeds on pots can be done by handpicking or by using hand tools.

Fertilizing

- If it is necessary to apply fertilizer, cheap material can be Urea his is a source of nitrogen which is an essential nutrient for vegetative growth of seedlings.
- One teaspoon of Urea dissolved in four gallons of water could be applied during watering.

Hardening-Off

- To avoid the shock
- Hardening-off can be best facilitated when seedlings are raised off the ground to prevent absorption of moisture from the ground.

- It also promotes aerial pruning, thus preventing the development of long taproot that will penetrate into the ground causing severe stress to seedlings when lifted for transplanting.

Grading and Culling

- Arranging seedlings according to height or 'grading' will provide sufficient space for smaller seedlings to receive ample sunlight and water to improve their growth.

Control of Pests and Diseases

- Damping off is the most common disease of seeds and seedlings in the nursery.
- Seeds with damping off will rot, thus fail to germinate.
- Damping off is mostly caused by fungi, thus can be treated by applying fungicide.
- Larvae of insects are the common pests that attack young seedlings while ants and rodents are the usual menace for seeds.
- Whenever feasible, pick up the larvae, otherwise, spray them with insecticides.
- Likewise, fence the seedbed and seed boxes with a screen to protect these from rats and other domestic animals.

The following are some practices that will minimize the occurrence of damping off:

1. Make sure that the germination medium has good drainage to facilitate the flow of water and movement of air within the medium.
2. Do not put much organic matter to the germination medium. Likewise, organic matter should be free from fresh animal waste such as chicken dung, goat dung and cattle manure.
3. When sowing, do not place seeds too close to each other.
4. Sterilize the germination medium and water used for watering the seeds. Otherwise, fungicide should be applied regularly.

Topic 2 : Production of Selected Fruit Trees

Resource Person : Prof. Edgar V. Andalecio



How to Grow Lanzones

- Growing a lanzone tree is a time-intensive process, and the trees can take many years to bear fruit.
- If you follow the right steps and have patience, you can grow a lanzone tree from the fruit's seeds or from langsat seedlings if you live in an appropriate climate.
- Get your seeds from healthy trees with large fruit. You can get the seeds to grow your lanzone tree from the flesh of the fruit. Find a lanzone tree that already grows good tasting fruit. Split open the fruit and extract the largest green seeds within the pulp of the fruit.
- It's best to plant the seeds as soon as you extract them from the fruit. They will not germinate if you wait longer than eight days.
- Rinse the seeds off. The seed will likely have a sticky substance around it called mucilage. To remove the substance, run the seeds under cold water from your faucet. If you purchase the seeds from the store this substance will already be removed.
- Plant the seeds in sandy loam, 3-5 cm (1-2 inches) apart. Dig small holes about 1 cm (.4 inch) deep, put the seeds in the holes and cover the seeds with soil. You can do this in an indoor planter with good water drainage. Sandy loam that has a lot of organic material and is slightly acidic to neutral is the best kind of soil that you can use.
- It's a good idea to plant multiple langsat seeds just in case some of them don't germinate.
- Keep the planted seeds in sunlight for 15 hours a day. Young seeds require a considerable amount of sunlight in order to germinate. If you are growing indoors, set your light timer to

give your seeds 15 hours of light per day, or place your seed beds in a window facing south.

- Water the planted seeds every day. After you plant your seeds, water them with a watering can. Make sure that you return to the seeds every day and keep the soil moist, but not flooded. You can check the moisture in the soil by putting your finger into it and checking if the soil under the surface is dry.
- Wait 2-3 weeks for the seeds to germinate. In around 2-3 weeks, you should start to see your seeds germinate and grow small stalks. These seedlings will take about 10-18 months before they can be planted outside.
- When growing lanzone trees from seeds, it could take anywhere between 10-30 years or more for them to bear fruit.
- Find a shaded area that has soil with a lot of organic matter.
- Lanzone trees prefer shaded areas that are out of direct sunlight.
- Find a location that has well-drained sandy loam soil or another soil that's slightly acidic.
- Lanzone trees will not grow in clay or alkaline soils.
- Dig holes 8 to 10 m apart from one another. Use a tape measure to mark from each tree. If you plant lanzone trees too close together, it will make them unhealthy.
- Dig holes that are 50 cm deep and wide. 50 cm wide holes will be large enough to hold the roots of the tree. Use a shovel or a hoe to dig holes that are deep enough to fully encompass the root ball of your lanzone tree.
- Mix a 6-6-6 fertilizer with the backfill soil in the bottom of the hole. This fertilizer will help promote the growth of your lanzone tree. Adding this same compost to your tree two to three times a year after planting.
- Plant the lanzone tree into the hole. Place the langsat tree into the hole. Once it's in the hole, cover the hole with topsoil and press down on the soil around the trunk of the tree to help stabilize it. Once you're done, water it immediately.
- Fertilize your tree twice a year.
- Water the trees enough to keep the soil moist.
- Prune your lanzone tree. Once your tree grows to 1.5 meters (4.92 feet), cut off the top .5 meters (1.64 feet) of the tree. Your tree should be about a meter tall. This will promote the growth of your tree's branches and fruit. Remove dead or dying branches from your lanzone tree. You should also prune off clusters of flowers to promote the growth of the fruit.

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How to Grow a Mango



- Determine if you have a suitable environment. Although mangoes don't require much maintenance once planted, they do have particular circumstances under which they must grow. Mangoes thrive best in high heat, and can handle both humid/swampy and arid areas.
- Select an area to grow your mango tree. Mangoes can be grown in pots or in spacious areas outside. They prefer lots of heat and direct sunlight, meaning that they don't grow well indoors.
- The size of each mango tree varies depending on what species it is, but they can get quite large, exceeding heights of 10–15 feet (3.0–4.6 m). Therefore, choose an area that will give your tree plenty of space to thrive without being shaded by other larger trees.
- Choose a variety of mango to plant. There are many different types of mangoes on the market, but only a few grow well in specific areas. Visit a local nursery to find out which ones grow best in your area. Mangoes can be grown in one of two ways: via the seed of a mango, or from a grafted sapling.
- Grafted saplings take three to five years to produce fruit and are nearly guaranteed a good harvest. If you choose to plant from a seed, choose a mango from a tree you

know grows successfully in your area; taking one from a store-bought mango probably won't provide you with a tree.

- Get your soil ready. Mangoes thrive in loose, sandy soil that drains water easily. Check the pH of your soil to see if it is in an adequate acidity range; the trees will grow best in soil that has a pH of 4.5 – 7 (acidic).
- Know when to plant. Mango trees should typically be planted in late spring or the beginning of summer when it is a combination of rainy/sunny weather. The planting season will depend on the species, so check your local nursery to find out when yours should be planted.
- Select a large, ripe polyembryonic mango. If you live in an area that grows mangoes, visit local orchards to select a fruit. If you don't have access to a healthy mango tree, visit a local grocer or farmer's market to select a fruit.
- Remove and clean the pit. Eat the mango, or remove all existing fruit, until the fibrous pit is exposed. Clean the pit with a scrub brush, or steel wool pad, until all hairs have been removed. Be careful not to scrub away at the outer coating of the pit, and only to remove the fruit fibers that are still attached.
- Prepare the pit for planting. Dry the pit overnight in a cool location away from direct sunlight. Open the pit with a sharp knife, as you would shuck an oyster, being careful not to cut too deeply and damage the enclosed seed. Pry the pit open and remove the seed, which resembles a large lima bean.
- Germinate the seed. Place the seed about an inch deep, and concave side down, in a container full of quality potting soil. Dampen the soil and store the container in a warm, shaded area until the seed sprouts. This process usually takes one to three weeks.
- Plant the seed. At this point, your seed is ready to be planted in its permanent location. If you plan to have it outside, try to plant it directly outside rather than putting it in a plant and transplanting it, as that way you won't have to worry about hardening it off or it going into soil shock.
- Dig the hole for planting. In your selected plot location, use a shovel to dig a hole that is two to four times the size of the rootball of your mango plant. If you're planting in area that already has grass, remove the grass in an area a further 2 feet (0.6 m) around the plot space to make room for the tree. Mix a bit of compost (no more than a 50/50 mixture) with the soil you've dug up which will be replaced around the roots.
- Plant the tree. Remove the sapling from the container or place your seed in the hole. The base of the tree/sprout should be level with or slightly above the ground. Replace

the soil you've dug out by filling in the hole around the tree and lightly tamping it. Mango trees grow best in loose soil, so avoid applying too much pressure to the plot as you refill the hole.

- Fertilize the tree. Wait until you see some growth from the tree before you begin fertilizing the tree. After that, you can fertilize your mango tree once a month for the first year. Use a non-chemical fertilizer — a fertilizer with a 6-6-6-2 mix should be good. You can dissolve the fertilizer in a bit of warm water for application, and keep the solution on hand for your monthly use.
- Water your mango tree. Mango trees don't like a ton of water, but the first week watering should be slightly above average. Water the new tree every other day for the first week, and then water it only once or twice a week for the first year. If there are five or more days of little to no rainfall, then you should water your young mango tree (under 3 years old) once a week until the dry period ends.
- Keep weeds at bay. Weeds can become a serious problem around your mango trees if not dealt with on a regular basis. Make sure to weed regularly, removing any plants that sprout up near the trunk of the tree. Add a thick layer of mulch around the tree to help trap in moisture and prevent weed growth as well. You can add a bit of compost to the mulch as well to help supply the tree with added nutrients.

How to grow Rambutans



- Choose a part-sunny spot with well-drained soil. Rambutans can also grow in full sun, but ensure there is shade protection. Dig the planting hole twice as wide and to the same depth as the root-ball. Remove the shrub from the container, gently tease the roots and cut away any circled or tangled roots.

- Position in hole and backfill with soil, gently firming down. Form a raised or doughnut shaped ring of soil around the outer edge of the plant's root zone. This helps keep water where it's needed. Always water in well after planting to settle the soil around the roots and keep the soil moist for several weeks while the new plant establishes.
- Mulch around the base with organic mulch like bark chips, sugarcane or pea straw, keeping it away from the trunk.
- Water regularly throughout the growing season, especially if conditions are dry. Small regular watering are preferred over deep long soaks.
- It's best to buy grafted fruit trees and seedling rambutans generally produce male flowering trees.
- Once the tree is established, minimum pruning is required. Trim lightly to help maintain shape and remove dead or decaying branches and any suckers (growth below the graft union).
- In heavy clay soils, it's best to put extra effort into soil preparation. To check if your soil needs work, dig a hole and pour a bucket of water into the hole – if it takes more than 30 minutes to disappear, then you will need to improve your drainage.
- Consider raising the level of the bed as much as possible with free draining garden Water regularly, especially during drier periods in the year.
- Deep, well-drained soil enriched with organic matter.

Topic 3 : Growing Ornamental Plants

Resource Person : Prof. Juniel G. Lucidos



Surveying the Planting Site

- Ornamentals can be grown on poorly-drained soils if they are planted on raised beds.
- Before planting, survey the site for potential hazards to plant growth. For instance, new construction sites are often littered with pieces of mortar, plaster or limestone, creating an alkaline soil condition and inhibiting a plant's ability to absorb nutrients. Chemical spills, such as motor oil or gasoline, can also impair plant growth. It may be necessary to remove the top 6 to 8 inches of soil and replace it with a good grade of topsoil. Compacted soils also inhibit root growth.

Selecting Plant

- Woody ornamentals for the landscape are commonly sold three ways: container-grown (left), balled-and-burlapped (center) and bare-rooted (right).
- Most ornamental trees and shrubs marketed today are grown and sold in containers, although field-grown plants, sold balled-and-burlapped or packaged bare-root, are also available during certain times of the year.
- Container-grown plants should have healthy, vigorous tops and white feeder roots on the outer edge of the root ball. Do not be timid about inverting a few plants, removing their pots and examining their roots. Container-grown plants generally transplant well throughout most of the year with minimum shock, although fall and winter months are the best time to transplant.

Planting in Beds

- A group of ornamental plants in one area of the landscape will grow more uniformly when planted in a well-prepared bed rather than in individual holes. Begin by deep tilling to a depth of 12 to 15 inches. Then incorporate about 1 pound (2 cups) of an eight to 10 percent nitrogen fertilizer, such as 8-8-8 or 10-10-10, over every 100 square feet of bed area.
- Only incorporate lime into the bed if the soil test recommends it. After preparing the soil, follow the planting procedure recommended for planting in individual holes.

Care of Newly Planted Ornamentals

- **Watering:** Regular watering is critical during establishment of newly planted trees and shrubs. Keep the root system moist, but not too wet, for the first six to eight weeks after planting. The amount of water and frequency of application depend on the soil type and the type of plant. Trees and shrubs may require watering twice a week when there is no rain. Annuals and ground covers may need daily watering during establishment. Let soil moisture be your guide for watering frequency.
- **Fertilization:** There are many slow-release fertilizers on the market that feed plants from six to 12 months with one application. Slow-release fertilizers generally cost more than general-purpose fertilizers, but they require fewer applications. Follow application guidelines on the bag or container.
- If you use general-purpose fertilizers, use light applications for newly-planted ornamentals during the first growing season. For shrubs less than 12 inches tall, apply 1 level teaspoon of a 12 to 16 percent nitrogen source (12-4-8 or 16-4-8) or 1 level tablespoon of an eight to 10 percent nitrogen source (8-8-8 or 10-10-10) three times during the growing season (March through September). Broadcast the fertilizer along the perimeter of the planting hole.
- Give trees 2 tablespoons of a 12 to 16 percent nitrogen source for each inch of trunk diameter three times during their first growing season. Broadcast fertilizers evenly over an area extending 6 inches from the trunk to 1 foot beyond the branch spread or canopy.

- Newly planted ground covers benefit from a complete, balanced fertilizer, like 8-8-8 or 10- 10-10. An application rate of 1 pound per 100 square feet is sufficient. When broadcasting fertilizers over the top of the foliage, be sure the foliage is dry, and water soon after application.

Steps for Planting Success

- Survey the planting site. Modify the site, if necessary, to ensure a good growing environment. Select plants adapted to the site conditions.
- When holding plants for later planting, keep them in the shade and water them regularly.
- Water plants thoroughly before planting to saturate the root ball with water.
- Thorough soil preparation is essential for healthy plant growth. When planting a group of plants, rototill the soil to a depth of 12 to 15 inches. When planting a single tree or shrub, dig the planting hole two to three times wider than the root ball.
- Place the plant in the hole so the top of the root ball is level with the soil surface.
- Remove any wire or cord from around the stem of balled-and-burlapped plants. Pull back or remove the burlap from the root ball if possible.
- Water thoroughly immediately after planting to settle the soil and to eliminate air pockets, which can dry out roots.
- Use stakes or guy wires to support trees or large shrubs on exposed, windy sites. Supporting devices are only temporary and should be removed a few weeks after transplanting.
- Apply 3 to 5 inches of mulch to the soil surface to conserve moisture and to prevent weeds.
- Water as necessary during the establishment period. Keep the soil uniformly moist — not too wet or too dry.
- Allow trees and shrubs time to become established before applying fertilizer.

Topic 4 : Bamboo plantation establishment and management

Resource Person : Prof. Delbert F. Fornal



- WHY GROW BAMBOO? “In the early days of my business, the first thing people would ask was: Why on earth would you want to grow bamboo? I had a very simple answer: To live in an atmosphere of beauty and tranquility and make money in so doing.” Durnford

L. Dart (1999) Australian Bamboo Farmer

General Requirements for Bamboo Growth

Rainfall

- Moisture affects growth and development
- Annual range of 1,200 – 4,000 mm

Soil

- Thrives in various soil types
- Best in well drained, sandy-loam to clay-loam soils
- Suitable pH ranges from 5.0 to 6.5, although some species grow even at pH of 3.5

Temperature and light

- Grows in temperature ranging from 8.0 – 36.0°C
- Clumps in open site produce better culms than those growing under heavy shade. Altitude
 - Grow in the lowland and up to an altitude as high as 4,000 meters above sea level.
 - Bambusa, Schizostachyum, Gigantochloa and Dendrocalamus – low to medium elevation
 - Phyllostachys – medium to high
 - Yushania – high elevation

Species selection

- Economically important species
- Availability of plantation technologies for a given species
- Source and availability of planting materials
- Growth and yield information on the choice of species Site

Selection

- Clear the area from unwanted vegetation.
- Spot clearing
- Strip brushing
- Clear brushing

Site Preparation

Lay-out the plantation according to the types of species or purpose.

- Large bamboo: 10m x 10m spacing, Examples are giant bamboo and bolo
- Medium-sized bamboo: 7m x 7m spacing, Examples are bayog, kawayan tinik and kawayan killing.
- Small bamboo: 5m x 5m spacing, Examples are anos and buho
- Place stakes at the designated distances and clear an area of about 1m x 1m around the stakes.
- Planting must commence at the onset of the rainy season using only matured and hardened seedlings to attain a high chance of survival and development.
 1. Dig holes approximately 40cm x 40cm x 40cm or larger 60 X 60 X 40 cm for larger planting materials.

Planting operation

- In hole digging, separate the top soil from the subsoil. The top soil will be the first to use to cover the newly planted propagules.
- Transport planting materials from nursery to planting site using any of the following means:
 - Manually
 - Animal-driven cart
 - Use of vehicles depending on the distance and accessibility
- Put about 10cm top soil in the hole then apply 10 grams of HI-Q VAM
- Remove the plastic pot then gently place the rooted cuttings in the hole
- Place the bamboo plant vertically in the hole and fill it up with the topsoil
- Gently compress the surface soil around the plant.
- To avoid moisture and nutrient loss, place mulch around the plant.

Maintenance and Protection

- The bamboo plantation should be well maintained especially during the first two years of planting.

1. Weed control – ring weeding or strip weeding

2. Replace dead planting stocks.

3. Water availability is one of the most critical factor to consider.

- Construction of Watch Tower with Rain Water Harvester
- Mulching and fertilizer application

Silvicultural operations are necessary for plantation growth within 3-5 years before the first harvest.

- Thinning
- Pruning
- Fertilization
- Mulching
- Mounding

Protect the plantation from the following:

- Fire
- Rodents
- Animals
- Pest and diseases
- Construction of fire-lines and firebreaks
- Bamboo guard

Pests and diseases

- Leaf Rust -Bamboo rust pathogen (*Kweilingia Divinia*)

Topic 5 : Root crops and other agri-crops Production

Resource Person : Prof. Marjail I. Ferriol



Cassava Production and Management

- Cassava (*Manihot esculenta*) is considered to be the third most important source of calories in the tropics, after rice and maize.

Production Requirements for Cassava Climatic

requirements:

- Temperature

Cassava crop requires a warm, humid climate. Temperature as another factor is very important as at about 10°C all growth activities stops. The crop is typically grown in places which are frost free all year round.

The highest tuber production can be expected in the tropical lowlands, below an altitude of 150 m, where temperatures average 25°C-29°C, but some varieties grow at altitudes of up to 1500 m from sea level (FAO, 2006).

- Water

Once established, cassava can grow in places that receive just about 400 mm of average annual rainfall. But assurance for water availability for the crop ensures more productivity of the crop.

The root yields increased six fold when the quantity of water supplied by supplementary drip irrigation was equal to that of the season's rainfall. Supplemental irrigation that increased the total water supply by 20 percent almost doubled root yields (FAO, 2013).

Edaphic factors

- Cassava crop is able to be grown on a wide-range of soil types but grows best on deep, free draining soils with sufficient fertility levels. It is advised that a farmer should avoid shallow soils which may result to restriction on tuber expansion.
- Cassava needs a sufficiently loose-textured soil to facilitate initial root penetration and to allow for root thickening. Therefore cassava grows best on light, sandy loams or on loamy sands which are moist, fertile and deep, but it also does well on soils ranging in texture from sands to clays and on soils of relatively low fertility with pH range about 5.5 – 6.5 (University of Pretoria,. 2010).

Crop management planting/sowing

- Site Selection: for selecting good site for a cassava crop production, one has to look for an area with dense vegetation cover, deep loamy soils with medium soil fertility and good drainage, and flat or gently sloping land; also examine the field history to plan for plant protection measures (James et al., 2000).
- Propagation: cassava is propagated vegetatively using stem cuttings. In selecting cuttings one has to select them from the middle stem portions, 30 cm long with an average of 5-8 nodes.

Agronomic Practices

1. Land preparation

- Ploughing: The method of land preparation depends on soil type and depth of the water table. Practice minimum tillage in sandy soil to conserve soil, organic matter, moisture, and reduce soil erosion. Prepare land to improve soil contact with stem cuttings. In shallow or hard soils, increase topsoil volume per plant for better establishment. Make ridges or mounds to reduce water logging in poorly drained soils (James et al., 2000).
- Planting: plant cassava at the correct planting time to ensure: healthy sprouting and good crop establishment.

Spacing: Distances between cassava plants mainly depend on the variety and on the cropping system. In pure stands (with no intercropping), a recommended spacing is 1.0m*0.9 m. when the crop is intercropped, interplant with a cover crop of beans or groundnuts at a spacing of 50 cm* 20cm. The spacing is recommended to be 1.0 m* 4.0 m. this combination of crops gives maximum yields of both cassava and bean or groundnuts. (James et al., 2000).

Banana Production and Management



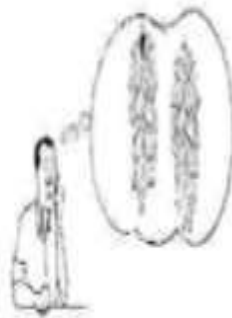
Planning production



Plan your banana production well. Farming with bananas is farming for profit.

What actions to plan

1. Decide on a cultivar

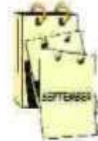


CALENDAR/YEAR PLANNER



→ Soil Analysis

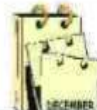
Do a soil analysis before planting - take soil samples to see if nematodes are present and which nutrients are lacking



Irrigate, rip, plough, ridge and disc the field. Apply lime, potash and phosphate with ploughing



Measure and start digging holes for planting



2. Identify where your bananas can be marketed?



3. Decide on size of land and spacing between plants



Ask the Banana Growers' Association of SA for advice

4. Obtain finance and buy inputs such as fertilisers and tissue culture plants



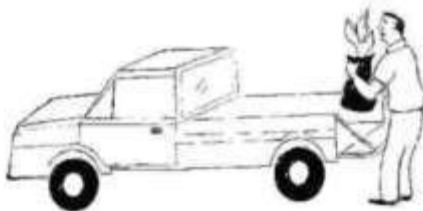
5. Buy land preparation equipment tractors for ploughing, discing, etc



6. Plan labour



7. Buy and fetch planting material from a nursery



8. Plan how to get rid of weeds



9. Maintain and upgrade irrigation equipment and plan irrigation scheduling



10. Plan desuckering of the banana plants and selection of ratoon suckers



11. Plan covering the bunches and propping the plants



12. Plan harvesting your bananas



Preparing the land



Soil analysis for lime and phosphate is essential before planting. Add kraal manure or compost if available.

1. Prepare for planting by digging holes

Add old kraal manure and put some loose soil back into the holes. Do not add more than 10 g of MAP into each planting hole



2. Rip the field after fertilising to loosen the soil deep



3. Spray or disc if there are many weeds in the field



B. Planting method for bits and suckers



Bits are small portions of the banana plant cut from the rhizome (corm) of the plant and a bud is attached.

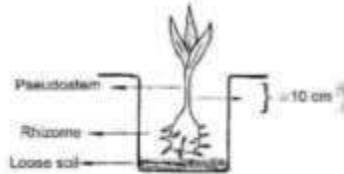


Suckers are shoots growing from the rhizome of banana plants and they grow into new plants.

1. When planting bits, the planting depth must be 10 cm and the bit also about 10 cm.



2. The planting method for suckers is the same as for planting tissue culture plants.



Spacing

Space the rows 3 m apart and the plants 1.5 m in the row.



The size of the hole must be 30 cm x 30 cm and the depth about knee height.

Fertilising



Make the soil fertile for the banana plants after planting by applying topdressing.

1. Apply first topdressing a month after planting (January) using 2 bags of LAN fertiliser per hectare (50 g per plant).

Desuckering



Desuckering means cutting off unwanted shoots from the stems of the mother banana plant.

1. Use a knife to cut off the stems of the suckers which have grown to about the size of a foot.



2. When planting on a slope, always leave the suckers which are on the uphill side.



4. After 5 months from planting, select only 1 vigorous sucker to carry the next bunch. Cut the remaining suckers.

Continue removing unwanted suckers as they appear.

Do not pour diesel over the stems of the suckers, water them instead.



NB: It is important to keep not more than 2 222 plants per hectare. Therefore, after harvesting only 1 sucker should be allowed to grow.

Bagging and removing leaves



Cover the banana bunches with bags for protection against insects and wind. Remove lower hanging, yellow leaves from the plant.

Covering the bananas will result in better quality bananas.



Pest and disease control



Control pests and diseases. Different pests and diseases require different treatments

Thrips

Use chlorpyrifos pesticide once a month to kill thrips if they are present



Nematodes

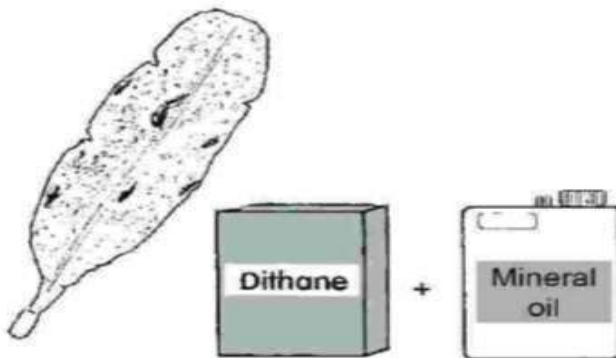
If they are present, kill them with Nematicur using 45 kg per hectare (20 g per plant)



Compost, kraal manure and chicken manure applied in ample quantities will also suppress nematodes. Tissue culture plants are free of nematodes

Sigatoka

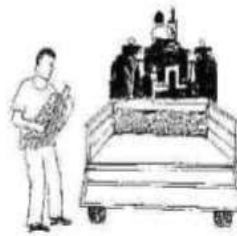
Spray with Dithane plus mineral oil



Post-harvest decay

Dip the banana hands into Benlate solution (5 g Benlate per 10 l water) to prevent post-harvest decay

Harvesting



Harvest bananas when they are swollen and green but before they become ripe (plump and yellow)

1. Do not harvest too early (when the bananas are thin and dark green) or too late (when they are thick and turning yellow)



X Too early



✓ OK

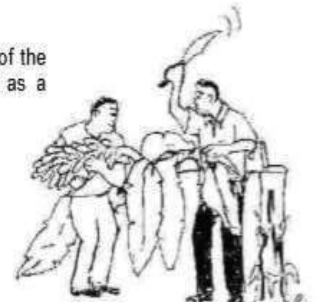
How to harvest

1. Get at least 2 people to help you cut the banana pseudostem half way across and half way down



2. Let the plant fall down slowly and then remove the bunch from it by cutting the bunch stalk

Chop up the leaves and top part of the pseudostem and lay on the soil as a mulch



3. Carry the bunches to the trailer and put them next to each other (not on top of each other)



Do not work alone, always work in pairs



Do not let the bunches fall to the ground



Do not pack the bunches on top of each other



Harvest early in the morning when the sun is not too hot



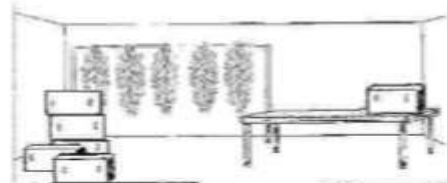
Do not leave cut bunches in the sun



Do not cut in the hot afternoon unless overcast



Build a packhouse in a cool location to hang bunches, remove hands, cut into clusters, pack into cartons and store (on southern side)



Topic 6 : High Value Vegetable Production

Resource Person : Prof. Julio Romeo T. Chavez



WHY ORGANIC FARMING?

ILL EFFECTS OF GREEN REVOLUTION

- Decline in soil quality
- Increase in pest resurgence
- Adverse effect on Human health
- Loss of bio-diversity
- Pollution due to agrochemicals
- Danger to food security, quality and safety

Organic farming is a production system which avoids or largely excludes the use of synthetic compounded fertilizers, pesticides, growth regulators and livestock feed additives.

Concept of organic farming

- System approach
- Maintaining soil alive & in good health
- Biologically derived nutrients
- Non-chemical weed management
- Eco-friendly pest and disease management

Benefits of organic farming

- Avoids environmental pollution
- Production of safe and quality food
- Improves soil health
- Optimum utilization of natural resources

Limitation of organic farming

- Required in bulk
- Slow releasing of nutrient
- Lack of natural resources
- Comparatively low production
- Pest and disease control is preventive

IMPORTANCE OF HIGH QUALITY SEED

- They are genetically pure (true to type).
- The good quality seed has high return per unit area
- Less infestation of land with weed seed/other crop seeds.
- Less disease and insect problem.
- Uniform in plant population and maturity.
- The quality seed respond well to the applied fertilizers and nutrients.
- Good seed prolongs life of a variety.
- They are vigorous, free from pests and disease.
- High produce value and their marketability.
- Crop raised with quality seed are aesthetically pleasing.



DO'S

- Reduced seed costs, because only seed that is needed is sown.
- Greater crop uniformity, because seed is equally spaced. This often leads to uniform and high quality produce, fewer harvests, and greater yield. Uniformity is particularly important when once-over harvest is practiced.
- Improved yields of 20 to 50% because each plant has optimum space for growth and development.
- More uniform planting depth and less scatter because seeds are dropped shorter distances.
- Reduced or eliminated thinning.

DONT'S

- Seedbed preparation is critical.
- Seed must be more vigorous because each seed must emerge and does not have the benefit of many seedlings pushing upward to break soil.
- More management is required.
- Equipment (seeders) costs are increased.
- Equipment parts may not be readily available.
- Types of Precision Seeders

Stand establishment

- means getting the crop off to a quick, healthy, and uniform start in the field.
- It also means using a planting arrangement that provides adequate room for plants to grow and develop, and one that makes it easy to manage the crop throughout the season.

- Weed control, pest control, fertilizer applications, irrigation, timing of harvest, and yield will all be influenced by the initial stand establishment
- Transplants planted into the field will experience some level of transplant shock.
- The goal is to minimize this transplant shock and get plants growing as soon as possible. Key to minimizing transplant shock is starting with transplants that are well watered, and supplying more water immediately after transplanting. Avoid transplanting into dry soil.

Topic 7 : Compost and Vermiculture

Resource Person : Prof. Rosalito Gregorio Jr.



COMPOST MAKING AND VERMICULTURE

- Composting activity remains marginal as most Filipinos do not have strong orientation on this type of waste management strategy.
- Of the 150-400 tons of waste being generated daily in major cities in the Philippines, 50% are biodegradable.

What is a compost?

- is a mixture of decayed organic materials decomposed by microorganisms in a warm, moist, and aerobic environment, releasing nutrients into readily available forms for plant use.
- Composting is the aerobic bio-degradation of organic materials under controlled conditions, resulting in a rich humus-like material.

Why Use Compost?

- There is a need for sustainable production through integrated nutrient management.
- Compost produces less methane than uncomposted rice straw when incorporated in the soil.
- It solves the problem of declining yield.
- It corrects micronutrient problem such as zinc deficiency

Benefits of Using Compost

- Big savings, increase farmers' self-reliance
- Increases yields
- Improves aeration
- Increases water-holding capacity of the soil
- Provides humus or organic matter, vitamins, hormones and plant enzymes which are not supplied by chemical fertilizers
- Acts as buffer to changes in soil pH
- Kills pathogenic organisms, weeds and other unwanted seeds when temperatures of over 60 degrees Celcius is reached.
- Mature compost quickly comes into equilibrium with the soil.
- Different materials can be blended or mixed which can increase the nutrient content of the compost fertilizer.

3 Ways of Making Compost

1. TRADITIONAL METHOD

- This is slow process, requiring 3-4 months before warm wastes are fully decomposed and ready for use as compost fertilizer.
- Requires a bigger composting area.
- It is inexpensive to produce, requiring no extensive inputs except labor.

2. RAPID METHOD

With the aid of fungus activator *Trichoderma harzianum*, decomposition of farm wastes is accelerated to just 3-4 weeks. This means that the compost can be used in the next planting season.

3. BIO-ENRICHED METHOD

Employing both a fungus activator and a nitrogen-fixing bacteria, farm wastes are first decomposed by *Trichoderma species* for 2-3 weeks, after which the resulting compost is inoculated with live N-fixing bacteria *Azobacter species*. Incubation for one week produces a nitrogen-enriched compost that can supply a rice crop's total N requirement.

VERMICOMPOSTING

- Production of organic fertilizer through the use of earthworms

COMPONENTS OF VERMICOMPOST

- Essential nutrients and macro elements
- Enzymes
- Soil antibiotics
- Vitamins
- Plant growth and development hormones

FACTORS TO BE CONSIDERED IN VERMICOMPOSTING

- Site Selection
- Housing/Worm bin type
- Raw Materials

Selection of Raw Materials

- Farm wastes
- Wastes from the wet market, cafeteria, wood pulp factory and households
- Hog and cow dung that does not contain large amount of de-worming chemicals
- Carbon and nitrogen rich materials

Vermicomposting process

- Recommended mixture
- Anaerobic Decomposition
- Aerobic stage/Stocking
- Monitoring of physical factors
- Harvesting

Maintenance and Monitoring of the Worm Bin

- After stocking, the surface of the bed could be covered with rice straw or banana bracks.
- Maintain the optimum moisture content (about 80%).
- Prevent the predation of the worm by frogs, birds,
- Chicken, mice, snakes, flatworms, lizards, and even pigs.
- Centipedes and beetle bugs, and ants should be eliminated in the beds.

Topic 8 : Marketing Plans for a Plant Nursery

Resource Person : Prof. Stella Mae A. Fornal



Marketing Plans for a Plant Nursery

- Owning or managing a nursery may seem like a dream job for those who love the outdoors, growing plants and helping people transform a barren lot into a beautiful landscape.
- However, a nursery is like any other business in that a marketing plan is a critical step to success. Marketing planning is the process of selecting target customer groups and designing a set of strategies and action plans that communicate the benefits your company provides to potential customers.

Product

- Defining your nursery's product line is the first step in a marketing plan.
- For example, you could sell exotic plants, cacti or big trees in 24- to 36-inch boxes or concentrate on small, 5- to 15-gallon size trees. In addition to plants, your nursery may offer landscape design or services such as delivery and landscape maintenance. You also could sell gardening books, garden tools, pottery and garden accessories.

Customers

- Defining your market niche, whom you sell to, is the second question your marketing plan answers.
- Your customers may be landscapers or retail plant nurseries that buy wholesale from you, home gardeners who prefer to do most of the work themselves or homeowners who don't have time but want a well-maintained attractive landscape.
- This latter group is a prime market for your design and installation services. If you sell exotic plants, your customers may not be limited to a geographic area but may order through the Internet or telephone

Competition

- Knowing the strengths and weaknesses of your competition allows you to position your plant nursery where your strengths prevail.
- List each nursery, including the plant departments of big-box and home improvement stores that you consider your competition, and determine what your nursery does better and why.
- For example, the home improvement stores may have lower prices but don't have the experienced staff your nursery does to assist customers choose exactly the right plants.

Strategies

- The marketing message you want to deliver to your customers through the media and other formats is developed based on your strengths and your competition's weaknesses.
- Deliver that message through a website, social media marketing, advertising, flyers, attending trade and garden shows and presenting demonstrations.

Budget

- The most successful marketing strategies won't have any effect if there aren't enough resources to implement them.
- Publicity, social media or advertising locally.

- There is no magic formula to determine exactly what your marketing budget should be.

Topic 9 : Organizational Management

Resource Person : Ms. Vlaire Jane Formento

STEPS IN ORGANIZATION

- I. Identifying the objective
 - provides guideline for all the employees at all levels
- II. Grouping the activities
 - Based on functions, manpower, skills, etc.
- III. Assigning duties
 - assignments based on qualification, skills, experience
- IV. Developing authority and responsibility relationship

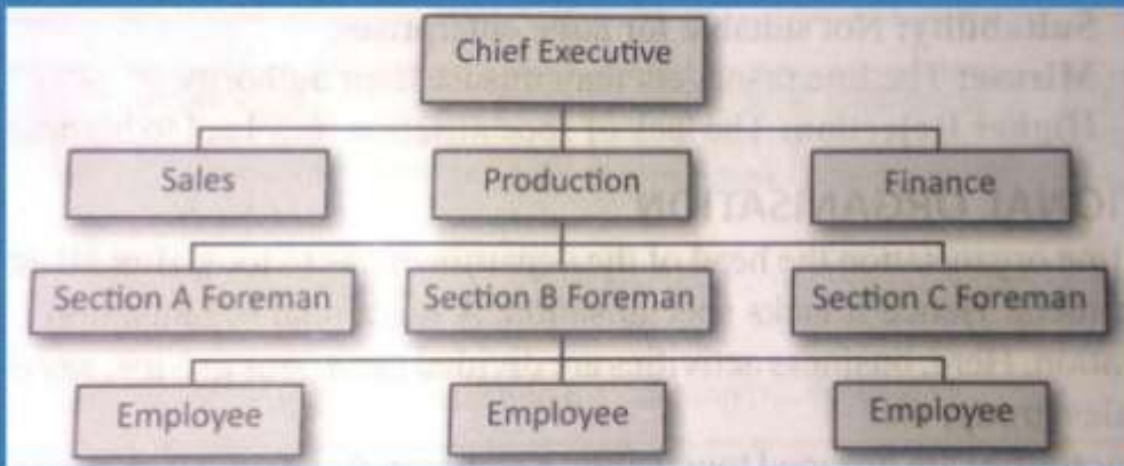
ORGANIZATION STRUCTURES

A network of relationships between various position in an organizations

Types of organizational structures:

- I. Line/ Military/ Scaler
- II. Line and staff
- III. Staff/Functional
- IV. Project

I. LINE ORGANIZATION



- Most oldest and simplest method type of organization
- Authority flows from top to bottom
- Also referred as Scalar or military organization

Merits of Line Organization

1. **Simplest**- It is the most simple and oldest method of administration.
2. **Unity of Command**- In these organizations, superior-subordinate relationship is maintained and scalar chain of command flows from top to bottom.
3. **Better discipline**- The control is unified and concentrates on one person and therefore, he can independently make decisions of his own. Unified control ensures better discipline.
4. **Fixed responsibility**- In this type of organization, every line executive has got fixed authority, power and fixed responsibility attached to every authority.
5. **Flexibility**- There is a co-ordination between the top and bottom line authority. Since the authority relationship line officials are independent and can flexibly take their flexibility gives satisfaction of line executives.
6. **Prompt decision**- Due to the factors of fixed responsibility of command, the officials can take prompt decisions.

Demerits of Line Organization

1. **Over reliance**- The line executive's decisions are implemented to the bottom. This results in over-relying on the line officials.
2. **Lack of specialization**- A line organization flows in a scalar chain from top to bottom and there is no scope for specialized functions. For example, expert advice whatever decisions are taken by line managers are implemented in the same way.
3. **Inadequate communication**- The policies and strategies which are framed by the top authority are carried out in the same way. This leaves no scope for communication from the other end. The complaints and suggestions of lower authority are not communicated back to the top authority. So there is one way communication.
4. **Lack of Co-ordination**- Whatever decisions are taken by the line officials, in certain situations wrong decisions, are carried down and implemented in the same way. Therefore, the degree of effective co-ordination is less.
5. **Authority leadership**- The line officials have tendency to misuse their authority positions. This leads to autocratic leadership and monopoly in the concern.

Photo documentation

Registration



Opening Program



Lecture Proper



Topic 1 : Quality Planting Stock Production for Indigenous Resource Person
Resource Person : Prof. Amelyn A. Formilleza

CAFF Faculty / Program Leader



Topic 2 : Production of Selected Fruit Trees
Resource Person : Prof. Edgar V. Andalecio

NCTD Director / Co-Program Director

Lecture Proper



Topic 3 : Growing Ornamental Plants

Resource Person : Prof. Juniel G. Lucidos

Planning Director / Co-Program Director



Topic 4 : Bamboo plantation establishment and management

Resource Person : Prof. Delbert F. Fornal

Planning Director / Co-Program Director

Lecture Proper



Topic 5 : Root crops and other agri-crops Production

Resource Person : Prof. Marjail I. Ferriol

ICASDC Director / Co-Program Development



Topic 6 : High Valued agri-crops Production/Farming System

Resource Person : Prof. Julio Romeo T. Chavez

ICASDC Director / Co-Program Development

Lecture Proper



Topic 7 : Compost and Vermiculture

Resource Person : Prof. Rosalito Gregorio Jr.

CAFF Faculty / Co-Resource Person



Topic 8 : Marketing Plans for a Plant Nursery

Resource Person : Prof. Stella Mae A. Fornal

Director for TFC / Co-Resource Person

Lecture Proper



Topic 9 : Organizational Management

Resource Person : Ms. Vlaire Jane Formento

Director for Extension / Co-Program Development

Group Photo



With Pagsangahan, Calatrava Representatives



With Mari-Norte Representatives



Medic Preparation



Bagging operation





Mother Tree Identification

MARINORTE, SAN ANDRES



Selection of Candidate Mother Tree

Pagsangahan, Calatrava



Bagging and Potting activity

MARINORTE, SAN ANDRES




Composting

MARINORTE, SAN ANDRES



Prepared by:


AMELYN A. FORMILLEZA
Lead Proponent RIPCOS
Program CAFF Faculty

Noted by:


DELBERT F. FORNAL
Extension Coordinator

Recommending Approval:


DR. ARTHUR R. YEAGAN
CAFF Dean

Client Satisfaction Rating

Title of Activity: Training 3: Propagation and Management of Selected Crops for Riparian Restoration

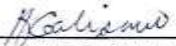
Date: 12/9/2020

Period of Evaluation:

Evaluator	Naunawaan ko ang training	Magagamit ko ang kaalamang natutunan ko sa training	Mayroong sapat na kaalaman ang mga speaker ng training	Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training	Mayroong sapat na miyembro ang nagpesimuno ng training	Maayos ang naging takbo ng training	Name of Evaluator:	Date:	Total
1	4	4	4	4	4	3	4 Danilo Z. Gadon	12/9/2020	
2	4	4	4	3	3	4	4 Joey F. Teologo	12/9/2020	
3	4	4	4	4	4	3	4 Darwin M. Garachico	12/9/2020	
4	4	3	4	4	4	4	4 Bernie M. Gadon	12/9/2020	
5	4	4	4	4	4	3	4 Yobehildo S. Gabriel	12/9/2020	
6	3	3	3	3	3	3	3 Clarito Espelerubirgo	12/9/2020	
7	3	3	4	4	4	4	4 Michelle Frias	12/9/2020	
8	4	4	4	4	4	3	4 Khiram Ferriol	12/9/2020	
9	4	4	4	4	4	4	4 Emmerson A. Dado	12/9/2020	
10	4	4	4	4	4	3	4 Ernie T. Enquillo	12/9/2020	
11	4	4	4	4	4	4	4 Junael A. Falsado	12/9/2020	
12	4	4	4	4	4	4	4 Teddy F. Gusi Jr.	12/9/2020	
13	4	4	4	4	4	4	4 No Name	12/9/2020	
14	4	3	4	4	3	3	4 Riza M. Magdato	12/9/2020	
15	4	3	4	4	4	3	4 Dominador Ogatia	12/9/2020	
16	3	4	3	3	3	3	4 Ernie C. Rios	12/9/2020	
17	4	4	4	4	4	4	4 Gerlyn Rios	12/9/2020	
18	4	4	4	4	4	3	4 No Name	12/9/2020	
19	4	4	3	3	3	4	4 Reggie Mangaya	12/9/2020	
20	4	4	4	4	4	4	4 Jocelyn Baldera	12/9/2020	

Evaluator	Naunawaan ko ang training	Magagamit ko ang kaalamang natutunan ko sa training	Mayroong sapat na kaalaman ang mga speaker ng training	Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training	Mayroong sapat na miyembro ang nagpesimuno ng training	Maayos ang naging takbo ng training	Name of Evaluator:	Date:	Total
21	4	4	4	4	4	4	4 Mila Sarabia	12/9/2020	
22	4	4	4	4	4	4	4 Marissa S. Gabon	12/9/2020	
23	3	4	4	4	4	4	4 Arnold M. Manalon	12/9/2020	
24	4	4	4	4	4	4	4 No Name	12/9/2020	
25	4	4	4	4	4	4	4 Oscar M. dela Cruz	12/9/2020	
26	4	4	4	4	4	3	4 Robert M. Recto	12/9/2020	
27	4	4	4	3	3	4	4 Norma M. Dela Cruz	12/9/2020	
28	4	3	4	4	4	3	4 Noli M. Gallos	12/9/2020	
29	4	4	3	3	3	4	4 Maricar B. Mindoro	12/9/2020	
30	4	3	4	4	4	3	4 Josepina Manalon	12/9/2020	
Average	4	4	4	4	4	4	4		95
TOTAL									

Recorded and Computed by:


ROWELYN F. GALISANAO
 College Clerk

Reviewed by:


DELBERT F. FORNAL
 College Extension Coordinator



November 23, 2020

MERIAN P. CATAJAY-MIANI, Ph.D., CESE
 University President
 This University



Dear Madam,

Environmental greetings!

Respectfully requesting for the travel order of the team for the conduct of the series of training and on-site activities under the newly approved program entitled *"RIPRA, Sr. Riparian Restoration Program to Promote Climate Justice Resilient Communities and Sustainable Water in CALSAXAG-Phase 1*. The training will be held at Doña Juan covered court, San Agustin, the details of the activity are reflected in the table below:

Trainings	Schedule (Target)	Persons Involved
1. Nursery Establishment and Management	November 26-27, 2020	Amyr A. Contralera Julio Romeo Chavez Mae Stella A. Fajal Marjil I. Fajal Mara Jane Fortanes Edgar A. Galalera Rosalito T. Gregorio Jr. Deiber I. Fajal Marife Sayat Jansel Lucidos Raf Yop
2. Propagation Techniques and Management of Planting materials	December 2-3, 2020*	*Korallo Fojn *Lisa Incarnacion *Nancy Dalway
3. Restoration Planning and Establishment and Management	December 10-11, 2020	

Also, may we request the use of the university service vehicle (Toyota Rexona-green), and with the driver (Raf Yop) to ferry them to the training venue and nursery areas (Barangay Marikuar, San Andres, and Panchuan, Calatagan).

Thank you so much.










Sincerely yours,

*Merian P. Catajay-Miani
 President
 11-23-2020
 contact number: 9900*

Training 2: PROPAGATION AND MANAGEMENT OF SELECTED CROPS FOR RIPARIAN RESTORATION
December 9-10, 2020

ATTENDANCE SHEET

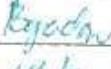







BRGY. PANGSAHAN, CALATRAVA, ROMBLON

NO.	NAME	SIGNATURE
1.	Hon. Dominador Ogatia	
2.	JUNAR FALSADO	
3.	Michelle Farias	
4.	EMMERSON DASSO	
5.	Clarita S. Espalumbanga	
6.	KHIRAM F. FERRAJOL	
7.	Norma M. Dula Ong	
8.	Ruggie G. Mangaya	R Mangaya
9.	Heli M. Gallos	
10.	ROBERTO NEYO	

Training 2: PROPAGATION AND MANAGEMENT OF SELECTED CROPS FOR RIPARIAN RESTORATION
December 9-10, 2020

ATTENDANCE SHEET

BRGY. MARIGUNDON NORTE, SAN ANDRES, ROMBLON

NO.	NAME	SIGNATURE
1.	Hon. Barone C. Galan, Jr	
2.	Bernie M. Godan	
3.	HARISSA S. GABON	
4.	ERNIE T. ENQUILLO	
5.	RENY M. GABON	
6.	Gerlyn L. Pios	
7.	Yolanda S. Gabriel	
8.	ERNIE C. RIOS	EC Rios
9.	Fately F. Cusi Jr.	T. Cusi Jr.
10.	Daniilo Z. Godan	
11.	JOEY F. TEOLOGO	

Training 2: PROPAGATION AND MANAGEMENT OF SELECTED CROPS FOR RIPARIAN RESTORATION
December 9-10, 2020

ATTENDANCE SHEET

BRGY. DOÑA JUANA, SAN AGUSTIN ROMBLON

NO.	NAME	SIGNATURE
1.	Hon. Josefina M. Manalon	
2.	Jocelyn Baldera	J Baldera
3.	Mila Sarabia	Mila Sarabia
4.	Arnold M. Manabe	Arnold
5.	MAKICOR B. MINGOS	Mingos
6.	DARWIN M. GABACHICO	D Gabachico
7.	RIZA M. MINGOATO	Riza
8.	ARCEL M. DELA CRUZ	Arce
9.		
10.		

Training 2: PROPAGATION AND MANAGEMENT OF SELECTED CROPS FOR RIPARIAN RESTORATION
December 9-10, 2020

ATTENDANCE SHEET

RIPROCS TEAM- ROMBLON STATE UNIVERSITY

NO.	NAME	SIGNATURE
1.	Prof. Amelyn A. Formilleza	
2.	Prof. Edgar V. Andalecio	
3.	Mr. Delbert F. Fornal	
4.	Prof. Marjail I. Ferriol	
5.	Prof. Julio Romeo T. Chavez	
6.	Prof. Mae Stella A. Fornal	
7.	Prof. Juniel G. Lucidos	
8.	Mr. Rosalito F. Gregorio Jr.	
9.	Ms. Vlaire Jane F. Formento	
10.	Ms. Marife S. Sayat	
1.	Jeffrey R. Fan	
2.	Mr. Edgar Ferrancullo	



Training 2: PROPAGATION AND MANAGEMENT OF SELECTED CROPS FOR RIPARIAN RESTORATION

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Evaluation Form

Pangalan (Opsyonal): Danilo Z. Gordon Petsa: 17-9-20
 Edad: 40 Kasarian: M Barangay/Municipality: Marikorta San Andres Romblon

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.				✓
2. Magagamit ko ang kaalamang natutunan ko sa training.				✓
3. Mayroong sapat na kaalaman ang mga speaker ng training.				✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.				✓
5. Mayroong sapat na miyembro ang nagpasimuno ng training.			✓	
6. Maayos ang naging takbo ng training.				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon



Training 2: PROPAGATION AND MANAGEMENT OF SELECTED CROPS FOR RIPARIAN RESTORATION

Evaluation Form

Pangalan (Opsyonal): JONATHAN FASADO Petsa: DEC-9-20
 Edad: 48 Kasarian: M Barangay/Municipality: PAGSANGAHAN

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.				✓
2. Magagamit ko ang kaalamang natutunan ko sa training.				✓
3. Mayroong sapat na kaalaman ang mga speaker ng training.				✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.				✓
5. Mayroong sapat na miyembro ang nagpasimuno ng training.				✓
6. Maayos ang naging takbo ng training.				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon



**Training 2: PROPAGATION AND MANAGEMENT OF SELECTED
 CROPS FOR RIPARIAN RESTORATION**

Evaluation Form

Pangalan (Opsyonal): NOLI M. GALLOS Petsa: 12/09/20
 Edad: 39 Kasarian: M Barangay/Municipality: Doña Juana, S.A.R

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.				✓
2. Magagamit ko ang kaalamang natutunan ko sa training.				✓
3. Mayroong sapat na kaalaman ang mga speaker ng training.			✓	
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.			✓	
5. Mayroong sapat na miyembro ang nagpasimuno ng training.				✓
6. Maayos ang naging takbo ng training.				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon



**Training 2: PROPAGATION AND MANAGEMENT OF SELECTED
 CROPS FOR RIPARIAN RESTORATION**

Evaluation Form

Pangalan (Opsyonal): ARNOLD M. MANALON Petsa: DEC. 9, 2020
 Edad: 47 Kasarian: MALE Barangay/Municipality: Doña Juana

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.			✓	
2. Magagamit ko ang kaalamang natutunan ko sa training.				✓
3. Mayroong sapat na kaalaman ang mga speaker ng training.				✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.				✓
5. Mayroong sapat na miyembro ang nagpasimuno ng training.				✓
6. Maayos ang naging takbo ng training.				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon

Mga Suhestisyon:



**Training 2: PROPAGATION AND MANAGEMENT OF SELECTED
CROPS FOR RIPARIAN RESTORATION**

Evaluation Form

Pangalan (Opsyonal): Yobnildo S. Gabriel Petsa: 11.9.2022
Edad: 58 Kasarian: L Barangay/Municipality: Makabato Can, Anikas Romblon

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.				✓
2. Magagamit ko ang kaalamang natutunan ko sa training				✓
3. Mayroong sapat na kaalaman ang mga speaker ng training.				✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.			✓	
5. Mayroong sapat na miyembro ang nagpasimuno ng training.				✓
6. Maayos ang naging takbo ng training.				✓

- 1-Hindi sumasang-ayon
2-Hindi gaanong sumasang-ayon
3-Sumasang-ayon
4-Lubos na sumasang-ayon

Mga Suhestisyon:



**Training 2: PROPAGATION AND MANAGEMENT OF SELECTED
CROPS FOR RIPARIAN RESTORATION**

Evaluation Form

Pangalan (Opsyonal): JOEY F. TEOLAGO Petsa: 12-9-2020
Edad: 50 Kasarian: M Barangay/Municipality: BIGAY MARIKITE

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.				✓
2. Magagamit ko ang kaalamang natutunan ko sa training				✓
3. Mayroong sapat na kaalaman ang mga speaker ng training.			✓	
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.			✓	
5. Mayroong sapat na miyembro ang nagpasimuno ng training.				✓
6. Maayos ang naging takbo ng training.				✓

- 1-Hindi sumasang-ayon
2-Hindi gaanong sumasang-ayon
3-Sumasang-ayon
4-Lubos na sumasang-ayon

Mga Suhestisyon:



**Training 2: PROPAGATION AND MANAGEMENT OF SELECTED
 CROPS FOR RIPARIAN RESTORATION**

Evaluation Form

Pangalan (Opsyonal): CLARITO Egalembino Petsa: Dec. 9, 2020
 Edad: 25 Kasarian: LUK Barangay/Municipality: Agibergalio

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.			✓	
2. Magagamit ko ang kaalamang natutunan ko sa training.			✓	
3. Mayroong sapat na kaalaman ang mga speaker ng training.			✓	
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.			✓	
5. Mayroong sapat na miyembro ang nagpasimuno ng training.			✓	
6. Maayos ang naging takbo ng training.			✓	

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon



**Training 2: PROPAGATION AND MANAGEMENT OF SELECTED
 CROPS FOR RIPARIAN RESTORATION**

Evaluation Form

Pangalan (Opsyonal): KHIRAM FERRIO Petsa: 12-9-20
 Edad: 44 Kasarian: M Barangay/Municipality: PALABANAN

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.				✓
2. Magagamit ko ang kaalamang natutunan ko sa training.				✓
3. Mayroong sapat na kaalaman ang mga speaker ng training.				✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.			✓	✓
5. Mayroong sapat na miyembro ang nagpasimuno ng training.				✓
6. Maayos ang naging takbo ng training.				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon

Mga Suhestisyon:



Training 2: PROPAGATION AND MANAGEMENT OF SELECTED CROPS FOR RIPARIAN RESTORATION

Evaluation Form

Pangalan (Opsyonal): Darwin M. Garachico Petsa: Dec 9 2020
 Edad: 46 Kasarian: LMP Barangay/Municipality: Dona Juana SAR

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.				✓
2. Magagamit ko ang kaalamang natutunan ko sa training.				✓
3. Mayroong sapat na kaalaman ang mga speaker ng training.				✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.			✓	
5. Mayroong sapat na miyembro ang nagpasimuno ng training.				✓
6. Maayos ang naging takbo ng training.				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon

Mga Suhestisyon:



Training 2: PROPAGATION AND MANAGEMENT OF SELECTED CROPS FOR RIPARIAN RESTORATION

Evaluation Form

Pangalan (Opsyonal): Bernie M. Piadon Petsa: 12-09-20
 Edad: 35 Kasarian: Babae Barangay/Municipality: Martigarden Norte San Andres Romblon

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.				✓
2. Magagamit ko ang kaalamang natutunan ko sa training.			✓	
3. Mayroong sapat na kaalaman ang mga speaker ng training.				✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.				✓
5. Mayroong sapat na miyembro ang nagpasimuno ng training.				✓
6. Maayos ang naging takbo ng training.				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon

Mga Suhestisyon:



**Training 2: PROPAGATION AND MANAGEMENT OF SELECTED
 CROPS FOR RIPARIAN RESTORATION**

Evaluation Form

Pangalan (Opsyonal): Michelle Frias Petsa: Dec 9, 2020
 Edad: 44 Kasarian: F Barangay/Municipality: Pagsanjan

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.			✓	
2. Magagamit ko ang kaalamang natutunan ko sa training.				✓
3. Mayroong sapat na kaalaman ang mga speaker ng training.				✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.				✓
5. Mayroong sapat na miyembro ang nagpasimuno ng training.				✓
6. Maayos ang naging takbo ng training.				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon



**Training 2: PROPAGATION AND MANAGEMENT OF SELECTED
 CROPS FOR RIPARIAN RESTORATION**

Evaluation Form

Pangalan (Opsyonal): EMMILYSON A. DADO Petsa: 12-09-2020
 Edad: 47 Kasarian: MAN Barangay/Municipality: ANGSUNGARONG, CAL. ROMBLON

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.				✓
2. Magagamit ko ang kaalamang natutunan ko sa training.				✓
3. Mayroong sapat na kaalaman ang mga speaker ng training.				✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.				✓
5. Mayroong sapat na miyembro ang nagpasimuno ng training.				✓
6. Maayos ang naging takbo ng training.				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon

Mga Suhestisyon:



**Training 2: PROPAGATION AND MANAGEMENT OF SELECTED
 CROPS FOR RIPARIAN RESTORATION**

Evaluation Form

Pangalan (Opsyonal): DOMINADOR CRATIA Petsa: SEP. 09 2020
 Edad: 50 Kasarian: LALAKE Barangay/Municipality: Paganungan col. Rose

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyang sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.			✓	
2. Magagamit ko ang kaalamang natutunan ko sa training.				✓
3. Mayroong sapat na kaalaman ang mga speaker ng training.			✓	
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.			✓	
5. Mayroong sapat na miyembro ang nagpasimuno ng training.			✓	
6. Maayos ang naging takbo ng training.				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon

Mga Suhestisyon:



**Training 2: PROPAGATION AND MANAGEMENT OF SELECTED
 CROPS FOR RIPARIAN RESTORATION**

Evaluation Form

Pangalan (Opsyonal): ERNIE T. DAQUILLO Petsa: DEC. 9-2020
 Edad: 49 Kasarian: H. Barangay/Municipality: MAY-ARBE

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyang sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.				✓
2. Magagamit ko ang kaalamang natutunan ko sa training.				✓
3. Mayroong sapat na kaalaman ang mga speaker ng training.				✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.				✓
5. Mayroong sapat na miyembro ang nagpasimuno ng training.			✓	
6. Maayos ang naging takbo ng training.				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon

Mga Suhestisyon:



Training 2: PROPAGATION AND MANAGEMENT OF SELECTED CROPS FOR RIPARIAN RESTORATION

Evaluation Form

Pangalan (Opsyonal) Teddy F. Cusi Jr. BRCBY Tanal Petsa 12-09-20
 Edad: 38 Kasarian: LALAKI Barangay/Municipality: MARI - Norte GEN. A. BARRERA

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.				✓
2. Magagamit ko ang kaalamang natutunan ko sa training.				✓
3. Mayroong sapat na kaalaman ang mga speaker ng training.				✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.				✓
5. Mayroong sapat na miyembro ang nagpasimuno ng training.				✓
6. Maayos ang naging takbo ng training.				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon

Mga Suhestisyon:



Training 2: PROPAGATION AND MANAGEMENT OF SELECTED CROPS FOR RIPARIAN RESTORATION

Evaluation Form

Pangalan (Opsyonal) ROBERTO M. PECTO Petsa 12-9-2020
 Edad: 45 Kasarian: L Barangay/Municipality: Don Juan, C.A.R.

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.				✓
2. Magagamit ko ang kaalamang natutunan ko sa training.				✓
3. Mayroong sapat na kaalaman ang mga speaker ng training.				✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.			✓	
5. Mayroong sapat na miyembro ang nagpasimuno ng training.				✓
6. Maayos ang naging takbo ng training.				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon

maykaroon pa ng mga seminar.



Training 2: PROPAGATION AND MANAGEMENT OF SELECTED CROPS FOR RIPARIAN RESTORATION

Evaluation Form

Pangalan (Opsyonal): RIZA M. MAGDARO Petsa 12-9-2020
 Edad: 40 Kasarian: B Barangay/Municipality: Dona Trani, S. A. D.

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.				✓
2. Magagamit ko ang kaalamang natutunan ko sa training.				✓
3. Mayroong sapat na kaalaman ang mga speaker ng training.				✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.			✓	
5. Mayroong sapat na miyembro ang nagpasimuno ng training.				✓
6. Maayos ang naging lakbo ng training.				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon

Mga Suhestisyon: Seminar pa more



Training 2: PROPAGATION AND MANAGEMENT OF SELECTED CROPS FOR RIPARIAN RESTORATION

Evaluation Form

Pangalan (Opsyonal): ERNIE C. RIOS Petsa 12-09-20
 Edad: 34 Kasarian: LALAKI Barangay/Municipality: MARI NORTE SAN ANDRES ROMB.

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.				✓
2. Magagamit ko ang kaalamang natutunan ko sa training.				✓
3. Mayroong sapat na kaalaman ang mga speaker ng training.				✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.				✓
5. Mayroong sapat na miyembro ang nagpasimuno ng training.				✓
6. Maayos ang naging lakbo ng training.				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon

Mga Suhestisyon:



**Training 2: PROPAGATION AND MANAGEMENT OF SELECTED
 CROPS FOR RIPARIAN RESTORATION**

Evaluation Form

Pangalan (Opsiyonal): Marina M. Calor Cruz Peta: 17-09-2020
 Edad: 69 Kasarian: Babae Barangay/Municipality: San Jose Panay, Romblon

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.				✓
2. Magagamit ko ang kaalamang natutunan ko sa training.				✓
3. Mayroong sapat na kaalaman ang mga speaker ng training.				✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.				✓
5. Mayroong sapat na miyembro ang nagpasimuno ng training.				✓
6. Maayos ang naging takbo ng training.				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon

Ang speaker ay may sense of humor.



**Training 2: PROPAGATION AND MANAGEMENT OF SELECTED
 CROPS FOR RIPARIAN RESTORATION**

Evaluation Form

Pangalan (Opsiyonal): _____ Peta: Dec. 9, 2020
 Edad: 48 Kasarian: B Barangay/Municipality: PCN, Juvana, S.A.R.

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.				✓
2. Magagamit ko ang kaalamang natutunan ko sa training.				✓
3. Mayroong sapat na kaalaman ang mga speaker ng training.				✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.				✓
5. Mayroong sapat na miyembro ang nagpasimuno ng training.				✓
6. Maayos ang naging takbo ng training.				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon

Mga Suhestiyon: Time Management



**Training 2: PROPAGATION AND MANAGEMENT OF SELECTED
 CROPS FOR RIPARIAN RESTORATION**

Evaluation Form

Pangalan (Opsyonal): Locelyn Baldera Petsa: 11/09/2020
 Edad: 28 Kasarian: Female Barangay/Municipality: Dava Luana San Agustin Romblon

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training				✓
2. Magagamit ko ang kaalamang natutunan ko sa training				✓
3. Mayroong sapat na kaalaman ang mga speaker ng training				✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training				✓
5. Mayroong sapat na miyembro ang nagpasimuno ng training				✓
6. Maayos ang naging takbo ng training				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon



**Training 2: PROPAGATION AND MANAGEMENT OF SELECTED
 CROPS FOR RIPARIAN RESTORATION**

Evaluation Form

Pangalan (Opsyonal): Decar Mon OLAGA Petsa: DZE - 8 @ 20
 Edad: 63 Kasarian: Male Barangay/Municipality: BONGGUNA SAB

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training	✓	✓	✓	✓
2. Magagamit ko ang kaalamang natutunan ko sa training				✓
3. Mayroong sapat na kaalaman ang mga speaker ng training				✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training				✓
5. Mayroong sapat na miyembro ang nagpasimuno ng training				✓
6. Maayos ang naging takbo ng training				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon

Mga Suhestiyon:



Training 2: PROPAGATION AND MANAGEMENT OF SELECTED CROPS FOR RIPARIAN RESTORATION

Evaluation Form

Pangalan (Opsyonal): Rigini Mengaya Petsa: _____
Edad: 40 Kasarian: CENTRO Barangay/Municipality: BRGY DONA JUANA San Agustin Ribal

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.				✓
2. Magagamit ko ang kaalamang natutunan ko sa training.				✓
3. Mayroong sapat na kaalaman ang mga speaker ng training.			✓	
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.				
5. Mayroong sapat na miyembro ang nagpasimuno ng training.				
6. Maayos ang naging takbo ng training.				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon



Training 2: PROPAGATION AND MANAGEMENT OF SELECTED CROPS FOR RIPARIAN RESTORATION

Evaluation Form

Pangalan (Opsyonal): Mila Sarabia Petsa: 12/09/2020
Edad: 46 Kasarian: Female Barangay/Municipality: Duna mana san agustin Romblon

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.				✓
2. Magagamit ko ang kaalamang natutunan ko sa training.				✓
3. Mayroong sapat na kaalaman ang mga speaker ng training.				✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.				✓
5. Mayroong sapat na miyembro ang nagpasimuno ng training.				✓
6. Maayos ang naging takbo ng training.				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon



**Training 2: PROPAGATION AND MANAGEMENT OF SELECTED
 CROPS FOR RIPARIAN RESTORATION**

Evaluation Form

Pangalan (Opsyonal): Gerlyn L. RIOS Petsa: DEC-9-2020
 Edad: 46 Kasarian: _____ Barangay/Municipality: MARI NORTE SAN ANDRES

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.				✓
2. Magagamit ko ang kaalamang natutunan ko sa training.				✓
3. Mayroong sapat na kaalaman ang mga speaker ng training.				✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.				✓
5. Mayroong sapat na miyembro ang nagpasimuno ng training.				✓
6. Maayos ang naging takbo ng training.				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon

Mga Suhestisyon:



**Training 2: PROPAGATION AND MANAGEMENT OF SELECTED
 CROPS FOR RIPARIAN RESTORATION**

Evaluation Form

Pangalan (Opsyonal): MARISSA S. GABON Petsa: 12-09-20
 Edad: 14 Kasarian: BABAE Barangay/Municipality: MARI NORTE

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsek (✓) ang kolum na nakalaan para sa iyong sagot.

Indicators	1	2	3	4
1. Naunawaan ko ang paksa na tinalakay sa training.				✓
2. Magagamit ko ang kaalamang natutunan ko sa training.				✓
3. Mayroong sapat na kaalaman ang mga speaker ng training.				✓
4. Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.				✓
5. Mayroong sapat na miyembro ang nagpasimuno ng training.				✓
6. Maayos ang naging takbo ng training.				✓

- 1-Hindi sumasang-ayon
- 2-Hindi gaanong sumasang-ayon
- 3-Sumasang-ayon
- 4-Lubos na sumasang-ayon

Mga Suhestisyon:

Activity 4

Planting materials grading
and biometric monitoring



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**RIPROCS Program: Riparian Restoration Program to Promote Climate Change Resilient
Communities and Sustainable Water in CALSANAG (2021-2022) Phase 2**

Planting materials grading and biometric monitoring

The RIPROCS Extension Program is a research-based and community need- based extension program as part of the long-term solution to the diminishing ecological integrity and sustainable management and development of CALSANAG's Watershed Forest Reserve Riparian zones. Generally, this extension program aims to conserve, manage, and protect the most threatened natural resources derived from the riparian ecosystem. Furthermore, it promotes climate change resilient communities and ensures sustainable water resources.

The project has three facets that aim to holistically address community climate change resilience and sustainable water. The first facet is preparing communities, building their capacity on the different restoration strategies, propagating various species for enhancing riparian areas, and establishing community-managed tree nurseries. The second approach of the project is to develop (zoning) and set a demo area to develop healthy and productive riparian zones by growing and maintaining various endemic species of perennial and fruit- bearing trees along the riverbanks, therefore, enhancing biodiversity and climate change resilience communities. The third facet is the advocacy to local/national actors and government agencies about the need for riparian zone initiatives at all levels and the need to share solutions and lessons learned to benefit people across the country.

After the training series, establishing a tree nursery, and conducting various onsite nursery practices, the program cooperators grew forest native seedlings and fruit trees for the riparian restoration. About 1,500 native tree species and fruit trees were grown and raised by the locals to be planted in altered or degraded riparian zones across CALSANAG Watershed.

Prior to enrichment or riparian restoration planting, seedling quality must be assessed. Thus, in the last year, 2021 (November-December), the RSU RIPROCS team conducted an onsite or hands-on training on how to evaluate the quality of the seedlings. This is part of the continuous capacity building of the locals involved in the program. In addition, to ensure the success of the program implementation and locals engagement. Sharing knowledge and developing skills through a non- formal education approach to the locals is one of the practical tools in conserving and managing natural resources. Moreover, engaging, building trust, and constant association with locals will develop a good relationship and understanding to achieve many programs' shared goals and sustainability. Around 33 participants from the CALSANAG municipalities were trained to assess the biometrics of the



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seedlings. They were able to use the tree caliper, diameter tape, and spad meter (chlorophyll content of the seedlings).


The enrichment planting was also done across CALSANAG municipalities, and locals were able to participate in the zoning and tree planting activity. This coming July 2022, another training will be held in growing agri-crops and raising livestock to hopefully become an alternative source of livelihood for the riverbank or riparian residents in CALSANAG.



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Prepared by:


AMELYN A. FORMILLEZA
Lead Proponent RIPOCS
ProgramCAFF Faculty

Noted by:


DELBERT F. FORMAL
Extension Coordinator

Recommending Approval:


DR. ARTHUR R. YLAGAN
CAFF Dean



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**ON SITE COACHING FOR GRADING AND BIOMETRIC MONITORING
OF PLANTING MATERIALS FOR RIPARIAN RESTORATION**

November 5, 2021

ATTENDANCE SHEET

BRGY. MARIGUNDON NORTE, SAN ANDRES, ROMBLON

NO.	NAME	SIGNATURE
1.	Hon. Barone C. Galan, Jr.	
2.	MARISSA S. GARON	<i>M. Garon</i>
3.	ERNIE C. RIOS	<i>E. Rios</i>
4.	JOEY F. TEOWGD	<i>J. Teowgd</i>
5.	Gerlyn L. RIOS	<i>G. Rios</i>
6.	Bernie M. Gaden	<i>B. Gaden</i>
7.	RENY M. GARON	<i>R. Garon</i>
8.	TEDDY F. Gusi Jr.	<i>T. Gusi Jr.</i>
9.	ETAIN T. ENQUILLO	<i>E. Enquillo</i>
10.	Davito Z. Gaden	<i>D. Gaden</i>
11.	Yohafolds S. Gabriel	<i>Y. Gabriel</i>



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**ON SITE COACHING FOR GRADING AND BIOMETRIC MONITORING
OF PLANTING MATERIALS FOR RIPARIAN RESTORATION**

November 10, 2021

ATTENDANCE SHEET

BRGY. DOÑA JUANA, SAN AGUSTIN ROMBLON

NO.	NAME	SIGNATURE
1.	Hon. Josefina M. Manalon	
2.	Kay. Arnold M. Mondoran	
3.	Donna M. dela Cruz	
4.	Riza M. Magdalo	
5.	ROBERTO M. PABLO	
6.	DARWIN M. CARACHICO	
7.	Elvie Merano	
8.	Oscar M. Delacruz	
9.	Jocelyn Baldera	
10.	Mila Sarabia	

- (1) Manicar P. Mindono
- (2) Reggie Mangaya

**ON SITE COACHING FOR GRADING AND BIOMETRIC MONITORING
OF PLANTING MATERIALS FOR RIPARIAN RESTORATION**

November 9, 2021

ATTENDANCE SHEET

BRGY. PAGSANGAHAN, CALATRAVA

No.	NAME	Signature
1.	JUNAEZ FALSADO	
2.	Michelle Frias	
3.	EMMERSON DADO	
4.	Domador Oyantra	
5.	KHTRAM E. FERRIOL	
6.	Clarito Expeimbergo	
7.		
8.		
9.		
10.		



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OFFICE OF THE UNIVERSITY PRESIDENT

TRAVEL ORDER

No. 261, s. 2021

TO : ALL CONCERNED
 This University

DATE : October 27, 2021

In relation to the implementation of the extension program entitled "RIPROCs program: Riparian Restoration Program to Promote Climate Change Resilient Communities and Sustainable Water in CALSANAG", you are hereby authorized to travel on **Official Business** for the conduct of project activities as scheduled below:

DATE/PLACE OF TRAVEL	ACTIVITIES	PROJECT TEAM
November 4 – 5, 2021 San Andres	Community Nursery Management and Monitoring -Seedling/Widlings Production	Amelyn A. Formilleza Rosalito Gregorio, Jr. Edgar V. Andalecio
November 8 – 9, 2021 Calatrava	-Seedling Growth Measurement -Seedling Grading -Seedling/Widlings Collection	Marife S. Sayat Delbert F. Fomal Marjail I. Ferriol
November 10 – 11, 2021 San Agustin		Raymund F. Manliguez
November 18 – 19, 2021 Calatrava and San Agustin	Community Riparian Zoning	Amelyn A. Formilleza Rosalito Gregorio, Jr. Edgar V. Andalecio
November 22 – 23, 2021 San Andres		Marife S. Sayat Delbert F. Fomal Raymund F. Manliguez

Mr. Raymund F. Manliguez is assigned to drive the TOYOTA REVO (GREEN) school service vehicle with Plate No. SFG773.

You are further advised to observe the safety precautionary measures of DOH such as proper social distancing and other hygienic measures while on transit.

Services of the driver beyond office hours will be compensated as overtime pay which shall be supported and justified by the corresponding Trip Ticket.

Expenses incident to this travel shall be charged against the project fund subject to the usual accounting and auditing rules and regulations.

Please be guided accordingly.


MERIAN P. CATAJAY-MANI, Ed.D., CESE
 University President

Copy furnished:
 Chief Admin. Officer
 Accountant
 Budget Officer
 Personnel Office
 Resident Auditor
 Records Officer
 File
 2021OAHMPC38192



Client Satisfaction Rating

Title of Activity: Training 4: Grading and Biometric Monitoring of Planting Stocks for Riparian Restoration

Date: 11/5/2021

Period of Evaluation:

Evaluator	Naunawaan ko ang training	Magagamit ko ang kaalamang natutunan ko sa training	Mayroong sapat na kaalaman ang mga speaker ng training	Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training	Mayroong sapat na miyembro ang nagpasimuno ng training	Maayos ang naging takbo ng training	Name of Evaluator:	Date:	Total
1	4	4	4	4	4	4	Gerlyn Rios	11/5/2021	
2	4	4	4	4	4	4	Marissa S. Gabon	11/5/2021	
3	4	4	4	4	4	4	Renny M. Gabon	11/5/2021	
4	4	4	4	4	4	4	Reggie Mangaya	11/5/2021	
5	3	4	3	3	4	4	No Name	11/5/2021	
6	3	3	3	3	3	3	Emmerson A. Dado	11/5/2021	
7	3	3	4	4	4	4	Junar A. Falsado	11/5/2021	
8	4	4	4	4	4	4	Danilo Z. Gadon	11/5/2021	
9	4	4	4	4	4	4	Michille Frias	11/5/2021	
10	4	4	4	4	3	4	No Name	11/5/2021	
11	4	4	4	4	4	4	No Name	11/5/2021	
12	4	3	4	4	4	4	Bernie M. Gadon	11/5/2021	
13	4	4	4	4	4	4	Joey F. Teologo	11/5/2021	
14	4	4	3	4	4	4	Ernie C. Rios	11/5/2021	
15	4	4	4	4	4	4	Maricar B. Mindoro	11/5/2021	
16	3	4	4	4	4	4	No Name	11/5/2021	
17	1	4	3	4	4	4	Clarito Espelerubirgo	11/5/2021	
18	3	3	4	4	4	4	Dominador Ogatia	11/5/2021	
19	4	4	4	4	4	4	Jocelyn Baldera	11/5/2021	
20	3	4	4	3	4	4	Elvie Merano	11/5/2021	



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Evaluator	Naunawaan ko ang training	Nagagamit ko ang kaalamang natutunan ko sa training	Mayroong sapat na kaalaman ang mga speaker ng training	Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training	Mayroong sapat na miyembro ang nagpartisipuno ng training	Maayos ang naging takbo ng training	Name of Evaluator:	Date:	Total
21	4	4	4	4	4	4	Robert M. Recto	11/5/2021	
22	4	4	4	4	4	4	Norma M. Dela Cruz	11/5/2021	
23	3	3	4	4	4	4	Mila Sarabia	11/5/2021	
24	2	3	4	3	4	4	Oscar Delgado	11/5/2021	
25	4	4	4	4	4	4	Darwin M. Garachico	11/5/2021	
26	4	4	4	4	4	4	Riza M. Magdato	11/5/2021	
27	4	4	4	4	4	4	Arnold M. Manalon	11/5/2021	
28	4	4	4	4	4	4	Khiram Ferriol	11/5/2021	
Average	4	4	4	4	4	4			96
TOTAL									

Recorded and Computed by:


 ROWELYN F. GALISNAO
 College Clerk



Reviewed by:


 DELBERT F. FORNAL
 College Extension Coordinator



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SAMPLE OF ACCOMPLISHED FORM

Republic of the Philippines
ROMBLON STATE UNIVERSITY
 College of Agriculture, Fishery and Forestry (CAFF)
 Odiongan, Romblon
 (042-567-5783)

**Extension Activity 4: ON-SITE COACHING FOR GRADING AND BIOMETRIC MONITORING
 OF PLANTING STOCKS FOR RIPARIAN RESTORATION**

Evaluation Form



Pangalan (Opsyonal): Regio Mangaya Petsa: November 5, 2021
 Edad: _____ Kasarian: _____ Barangay/Municipality: Dina Janna, San Andres

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsik / ang kolum na nakalaan para sa iyong sagot

#	Indicators	1	2	3	4
1.	Naunawaan ko ang paksa na tinalakay sa training.				✓
2.	Magagamit ko ang kaalamang natutunan ko sa training.				✓
3.	Mayroong sapat na kaalaman ang mga speaker ng training.				✓
4.	Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.				✓
5.	Mayroong sapat na miyembro ang nagpasimuno ng training.				✓
6.	Maayos ang naging takbo ng training sa pangkalahatan.				✓

1-Hindi sumasang-ayon
 2-Hindi gaanong sumasang-ayon
 3-Sumasang-ayon
 4-Lubos na sumasang-ayon

Mga Suhestisyon

Republic of the Philippines
ROMBLON STATE UNIVERSITY
 College of Agriculture, Fishery and Forestry (CAFF)
 Odiongan, Romblon
 042-567-5783

**Extension Activity 4: ON-SITE COACHING FOR GRADING AND BIOMETRIC MONITORING
 OF PLANTING STOCKS FOR RIPARIAN RESTORATION**

Evaluation Form

Pangalan (Opsyonal): _____ Petsa: Nov. 5, 2021
 Edad: 29 Kasarian: Male Barangay/Municipality: Meri Meri, San Andres

Panuto: Sagutan ang mga sumusunod na tanong at lagyan ng tsik / ang kolum na nakalaan para sa iyong sagot

#	Indicators	1	2	3	4
1.	Naunawaan ko ang paksa na tinalakay sa training.				✓
2.	Magagamit ko ang kaalamang natutunan ko sa training.				✓
3.	Mayroong sapat na kaalaman ang mga speaker ng training.				✓
4.	Nagkaroon ng aktibong partisipasyon ang mga dumalo sa training.				✓
5.	Mayroong sapat na miyembro ang nagpasimuno ng training.				✓
6.	Maayos ang naging takbo ng training sa pangkalahatan.				✓

1-Hindi sumasang-ayon
 2-Hindi gaanong sumasang-ayon
 3-Sumasang-ayon
 4-Lubos na sumasang-ayon

Mga Suhestisyon



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Preparatory Activities



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POST TRAVEL REPORT

Name: Prof. Amelyn A. Formilleza Prof. Marjail I. Ferriol
Prof. Rosalito Gregorio Jr. Prof. Delbert F. Fornal
Ms. Marife Sayat Mr. Jeff Faa

Purpose of Travel: (please refer to the attached Travel Order)

Date of Travel: November 19-20, 2020

The project activities were carried out during the travel on November 19-20 at CALSANAG Watershed Forest Reserve vicinity were as follows:

A coordination with the LGUs of the three (3) municipalities was conducted before the reconnaissance survey, nursery site selection and site for restoration activities to assure refined implementation of the conduct of the extension program. Prior to the conduct of field activities, communication were sent to the Barangay Captain to let them be informed of the project activities and hired trained people from the community to assist the team in the activities. Also, permissions from land owners were secured to avoid conflict and confusion for a successful conduct of project field activities

The selection of the area for a nursery is critical and it should be sited as centrally as possible to the field to be planted. During the nursery site selection, the team considered the following essential criteria:

- *Topography (Terrain):* The selected area should be flat to gently undulating with slopes between 0 and 3^o and preferably, with a reliable/permanent source of water supply for irrigation purpose.
- *Water Supply:* Water requirements (quality and quantity) must be determined prior to starting site preparation.
- *Drainage:* The site chosen should not be prone to flooding, which will damage seedlings.
- *Area:* To achieve good growing conditions with minimal risk of etiolation, a main nursery planting density of 13,800 polybags per ha with 0.91m(3ft) x 0.91m(3ft) D planting is recommended excluding allowance for accessibility. The spacing should be increased by another 0.15m (0.5ft) if the seedlings are anticipated to be kept in the nursery for longer than 12 months.
- *Accessibility:* Roads within the nursery and their alignments will need to be carefully planned and laid out depending on the placement distance of the polybags and the type of irrigation to be utilized.

Photo documentation

Brgy. Dona Juana, San Agustin

Courtesy call to the Barangay Captain



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Discussion with Hon. Josefina Manalon and RIPROCS team for the plans and activities to be undertaken in the riparian areas in the Barangay.



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Reconnaissance survey and site selection for restoration areas



Degraded Riparian area in Doña Juana, San Agustin



Selection of nursery area



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Brgy. Pagsangahan, Calatrava



Courtesy call to the Barangay Captain



Reconnaissance survey and site selection for restoration areas



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Selected nursery area of Barangay Pagsangahan, Calatrava



On-site group discussion



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Group photo with the officials from Barangay Pagsangahan, Calatrava, (Hon. Kiram Barangay kagawad - Second from the right and Hon. Oгатia Barangay Captain—third from the right)



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Brgy. Mari Norte, San Andres



Courtesy call to the Barangay Captain



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Photo op with Hon. Barone Barangay Captain, Mari-Norte, San Andres



Reconnaissance survey and site selection for restoration areas



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Riparian area site for restoration



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Selection of nursery area



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Team meetings

Inception meeting

Special team meeting

Team meeting



Potential area for community nursery in Barangay Mari-Norte, San Andres

INTEGRATED MANAGEMENT APPROACH FOR RIVER RESTORATION AND MANAGEMENT

PROPOSED ACTION PLAN

Issues/Problems	Proposed Solutions	Responsible Agency/ies
1. Moderate to poor vegetative composition in Riparian Areas - river bank erosion - river bank deformation - water use	<ul style="list-style-type: none"> Riparian buffer zone enrichment planting (multiple species-fruit bearing, shade and deep rooted species, flowering) Riparian buffer zoning Recreational activities (downstream) 	RSU-CAFF, DENR, DA, LGUs, Farmers Association - Envi Group - Crop Sci. Group
2. River Pollution/Solid Waste Management - improper waste disposal - pig/hogs droppings	- Values formation (Ecological Education Program) - Reward scheme” malinis na ilog at nayon” - Strict implementation of ordinances/laws	RSU-CAFF, DENR, DA, LGUs, Farmers Association - Social Sci. Group - Envi Group
3. Rampant mining (sand/gravel)	<ul style="list-style-type: none"> Option for mining Livestock and farming 	RSU-CAFF, DA, LGUs, Farmers Association



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	<p>Example (pig and cow)</p> <ul style="list-style-type: none"> - Skwela sa pagsasaka Gabay sa Pag-aalaga ng baboy (pagpaparami) - Make your own feeds (Feed Formulation) - Walang amoy sa pagbababoy - Luway Program (biofertilizer, best farming practices) - Organic farming - Uyang fattening 	<ul style="list-style-type: none"> - Animal Sci. Group - Crop Sci. Group
--	---	--

- Coordination with LGUs
- Presented during 4th Quarter PAMB Meeting

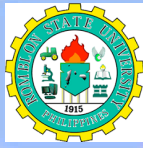


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Thank you



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Republic of the Philippines
ROMBLON STATE UNIVERSITY
Odiongan, Romblon

Tel No. (042) 567-5273, Email: romblonstateu@gmail.com



COLLEGE OF ARTS AND SCIENCE

ACCOMPLISHMENT REPORT 2021-2022



BUGKOS

**Bringing and Upholding Good Governance through Knowledge,
Operations and Skills Enhancement Program**



Good Governance is ensuring respect for human rights and the rule of law; strengthening democracy; promoting transparency and capacity in public administration.



SUBMITTED BY:

JOHN ROEDER F. LACHICA, MBA
Extension Coordinator

Serving with Honor and Excellence



Republic of the Philippines



ROMBLON STATE UNIVERSITY

Odiongan, Romblon

Tel No. (042) 567-5273, Email: romblonstateu@gmail.com

BUGKOS (Component 1)

**Bringing and Upholding Good Governance through Knowledge,
Operations and Skills Enhancement Program**

Lead Proponent:

MARK G. CALIMBO, DPA

Co-proponents:

DR. JOEMAR F. MANZO

DR. MARIEL M. GAGARIN

DR. EDNA M. SIXON

DR. JEOFEL T. LIBO – ON

DR. ORFELINA I. MANZO

MR. REINBERG A. GICOLE, MPA

MR. JOHN ROEDER F. LACHICA, MBA

MR. KREISLER I. FONTAMMILAS

MS. MARY JANE FADRI

**College of Arts and Science
Romblon State University
Main Campus**

December 21, 2021

Summary

Governance is about leadership and making sure that an organization is run effectively and properly. In many ways, governance serves as an overarching set of responsibilities and practices that an organization is obliged to or voluntarily adhere to due to legal or regulatory requirements or due to corporate culture, ethics and behavior.

Good governance ensures the overall direction, effectiveness, monitoring and accountability of an organization. It demonstrates the willingness and ability to act in the best interests of the organization and ensures the operation of effective, open and ethical processes that are lawful and stand up to scrutiny. This helps to reaffirm public confidence and confidence in individual organizations and the sector as a whole.

Promoting good governance requires technical and managerial skills, and more than that, it requires high morale, and good core values. As such, good governance is the key to change a country. A quality that a nation should possess. Without good governance, our society is in great disruption, humanity will suffer tremendous chaos, and the future of our children is in danger.

In this regard, in the pursuant of Dr. Joemar F. Manzo, Dr. Mark G. Calimbo and the Co-Proponents, the College of Arts and Sciences designed an advocacy program entitled: “BUGKOS” Bringing and Upholding Good Governance through Knowledge, Operations and Skills Enhancement Program, a good governance education program that provides training activities in promoting good governance knowledge and skills and principles such as Participation, Rule of Law, Consensus Oriented, Equity and Inclusiveness Effectiveness and Efficiency, Accountability, Transparency, and Responsiveness which will help the Barangay officials to perform their duties well and provide quality service and projects to the community.

In order to achieve these ideals, good governance education programs across the municipality address a wide range of themes. These include Efficiency and Effectiveness, Transparency, Citizen’s Participation, and the Rule of Law. Specific

training programs such as Parliamentary Procedure, Crafting Ordinances, and Crafting Resolutions will be implemented in the project 2 of this program. Environmental Protection, Gender and Development will be conducted on the third phase of this project.

The program was realized and organized in partnership with the College of Arts and Sciences and the Local Government Unit of Ferrol Romblon. The participants of this advocacy programs were the Barangay Officials and the SK Officials .

There were 188 total participants and beneficiaries in the attendance for the entire component 1 of the extension project. With the full support and facilitation of the College of Arts and Sciences headed by Dr. Mark G. Calimbo, results of the seminar were successful.

With the Lord's favor, the objectives and goals were successfully accomplished which obtained a very satisfactory evaluation result. Participants themselves made a moving impression and expressed positive comments and gratitude to all involved, faculty and staff of the Faculty of Arts and Sciences, Barangay Officials, SK Officials, Municipal Local Government Unit and concerned groups towards building good governance in the community.

Introduction

Bugkos is a local term which means “tie “or to have an equivalent meaning of Bond or united. BUGKOS in this project represents the tie or the close bond between the academe, the Romblon State University and the community. BUGKOS in this Paper is an acronym given to the Bringing and Upholding Good Governance through Knowledge, Operations and Skills Enhancement program for barangay Officials.

This extension from the College of Arts and Sciences is a research based program where it aims to extend and materialized some of its faculty and student research findings. Some of the most significant findings related to this program is the findings of Libo –on (2020) where he concluded that there were barangay official which have just an average knowledge and skills in parliamentary procedure, therefore, hampered the effective discharge of the duties and functions. On this matter, a retooling, training, seminars, workshops and other form of intervention to enhance the governance skills of our local leaders is recommended.

It is also revealed in the study conducted by Manzo (2014) that barangay officials have a weak assessment in terms of legislation. These can be observed in the number and quality of resolutions the council have passed and approved together

with the limitations of the said elected officials in making ordinances. In this regard, it is important to re-examine the resolutions and ordinances the barangay officials have made and to conduct workshop in crafting ordinances and resolutions.

Conducting activities relating to Good Governance is a must since it is an important component of attaining some parameters of Sustainable Development Goals of the United Nation. According to former UN Secretary-General Kofi Annan, "Good Governance is ensuring respect for human rights and the rule of law; strengthening democracy; promoting transparency and capacity in public administration." To implement this, the UN follows eight principles such as Participation, Rule of Law, Consensus Oriented, Equity and Inclusiveness Effectiveness and Efficiency, Accountability, Transparency, and Responsiveness.

The United Nation explained that the objective of Good Governance in Sustainable Development (GGSD) Program is to assist societies to develop on effective government within a democratic system, and to implement sustainable development principles through global partnership. In this sense, its Objectives were as follows: To enhance local implementation actions of the Rio Resolutions and Agenda 21 for real progress towards sustainable development; and to assist societies to develop an effective government within a democratic system and to implement sustainable development principles through global partnerships by way of: 1. Empowering the public to enable them to effectively participate in decision making for public interest and to undertake local initiatives; 2. Developing and strengthening good governance at the local level; 3. Developing the capacity of public and the government at the local level to cooperate in increasing welfare of the people.

Barangay officials as the main recipient of this program, is the basic political unit of society. Hence, the development of the country start from the basic, the barangay. The more that the barangay officials have knowledge and skills, the higher the chance it will bring progress to its community and constituents.

The Philippines is comprised of 42,044 barangay (PSGC, 2018). According to The Local Government Code of the Philippines, a barangay is composed of the barangay captain as the chief executive officer, the seven (7) barangay councils and one youth chairman representative called the SK Chairman or the (Sangguniang Kabataan). It is inevitable that these barangay officials as elected by the people to serve the community also conduct meetings. The meeting was conducted to lay down their plans, project, and pass barangay laws for the community and to determine the status of their constituents.

The Romblon State University having its mission statement that it will collaborate with other institutions and communities through responsive, relevant and

research-based extension services. Therefore, the College of Arts and Sciences as an integral part of the university is tasked to extend its expertise to the community specially its expertise. The CAS having its program the Bachelor of Arts in Public Administration and the Bachelor of Arts in Political Science offered the subject PS Elect.212 – Parliamentary rules and Procedure and other governance subjects. Hence the college may extend its expertise in the stated needs of Barangay Officials in Parliamentary Rules and Procedure, Crafting Resolutions and Ordinances, Gender and Development and in Environment Education information dissemination.

As to the College of Arts Expertise, An expert in the field of AB Political Science, Public Administration, and AB English especially the faculty members who were teaching the subject Parliamentary Rules and Procedure, and Policy Analysis. Thus, , the College of Arts and Sciences recognized not only the importance of its social and institutional responsibility to support its LGU and external communities but also to provide quality services by empowering its clients. The College provides “The BUGKOS: Bringing and Upholding Good Governance through Knowledge, Operations and Skills Enhancement program for barangay Officials”.

Objectives

General Objective

The main objective of this extension program is to uplift the governance knowledge operations and skills of barangays officials in the Municipality of Ferrol, Province of Romblon. Therefore, it will have the following specific objectives:

Specific Objectives

1.) It ought to bring knowledge on good governance to barangay official. Having knowledge on good governance will help the elected officials to perform well as they will be taught on how to become effective and efficient leaders of their respective community. This program also expects to bring or restore thrust among their constituents as they will learn how to become transparent in their financial and other endeavors. Another aspect of good governance is the rule of law. In this aspect, they will be able to possess knowledge on implementing national and local laws and regulation in their respective barangays. This program will encourage their constituents to participate in governance as they will learn the value of citizen’s participation.

2.) This program will enhance the barangay officials including their young leaders in the technicalities of their operations and legislations as they will be taught on how to conduct proper parliamentary proceedings. Barangay officials will be trained in the technicalities of crafting resolution and ordinances, hence an expected outcome of this program might reflect to the number of quality implementable resolutions and ordinances that may bring prosperity or development to their constituents.

3.) This program may enhance the participations of the different sector as it be dealing with awareness in gender sensitivity. Barangay officials will be taught on gender sensitivity as it is an integral component of the program. This component of the project is very timely, effect of COVID 19 – with its lockdown resulted to the increase in the number of domestic violence cases such as rape and other violations against women and children as personally stated by the provincial PNP mobile group head. Hence, it is important the barangay officials must be knowledgeable on the women and children’s violations in their locality and how to they are going to deal with this.

4.) Lastly, Environmental protection awareness might also help the barangay officials in dealing with their natural/environmental gift. With this program, they will be able to come up to a resolution, ordinances or programs relating to environmental protection in their respective barangay

Methodology

1.) **Letter request** will be sent to the barangays and municipal office that will be requested to conduct extension services.

2.) **Courtesy call / presentation of project proposal** with the officials of the requested municipal, committees and the proponent of the project of College of Arts and Sciences will be conducted.

3.) **Received letter of Request** to Conduct the project from the Municipal Mayor together with the Boar Resolution, to the faculty and staff of Institute of College of Arts and Sciences which supervised by the Extension Coordinator/CAS staff.

4.) **Signing of MOA** will follow and agreement of the final date for implementation.

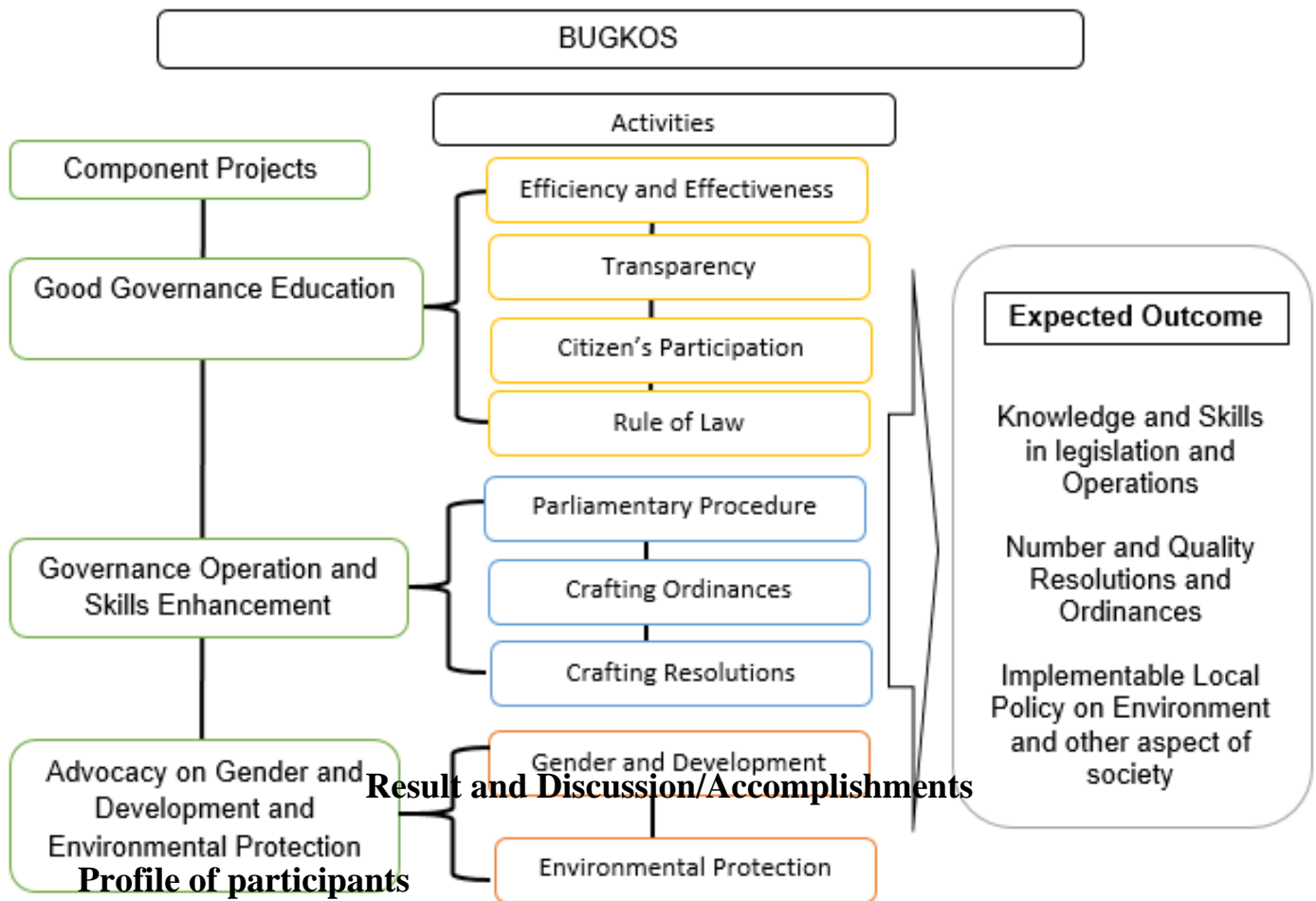
5.) **The Implementation of “BUGKOS”** and capacity building on the members of the good governance bodies and committees in the grass root level in the Municipality of Ferrol, Province of Romblon.

6.) **Post- Implementation (evaluation and monitoring)**

Each activity will be evaluated based on the following criteria or parameters

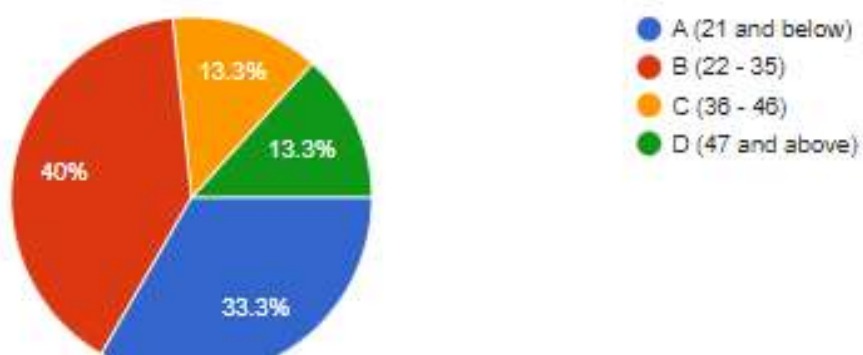
- a. Preparation
- b. Coordination
- c. Accommodation
- d. Lectures and discussions flow
- e. Significance and gained knowledge

Figure 1: Program Framework



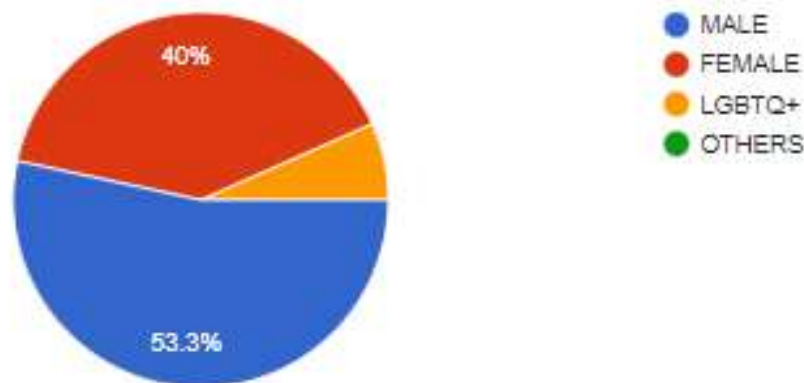
The participants of the BUGKOS program were 188 members of the barangay officials, SK officials, and from Social Civil Organization from the Municipality of Ferrol. A total of six barangays participated to with; Barangay Agnonoc, Barangay Bunsoran, Barangay Claro M. Recto, Barangay Poblacion, Barangay, Hinaguman, and Barangay Tubigon. Meanwhile, a total of four (9) speakers and ten (20) facilitators were involved in the entire activity program coming from the College of Arts and Sciences.

Figure 2: Age of the Clients



In figure 2, it can be gleaned that most of the clients of BUGKOS are in the age bracket of 22-35 years old with a total percentage of 40%. Followed by 21 and below with a percentage of 33.3%. And lastly is 36 – 46 years old and 47 and above with an equal percentage of 13.3%.

Figure 3: *Gender of the Clients*



In figure 3, it shows that most of the clients were male with a total percentage of 53.3%. Followed by female with a percentage of 40%. While the LGBT got the lowest percent in population per gender.

Figure 4: *Civil Status of the Clients*

In the figure number four (4), it can be observed that most of the clients are single with a total percentage of 73.3% and followed by married with a percentage of 26.7%.

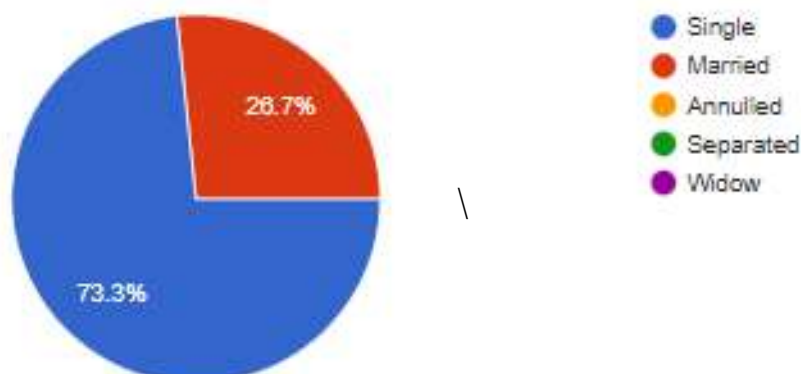
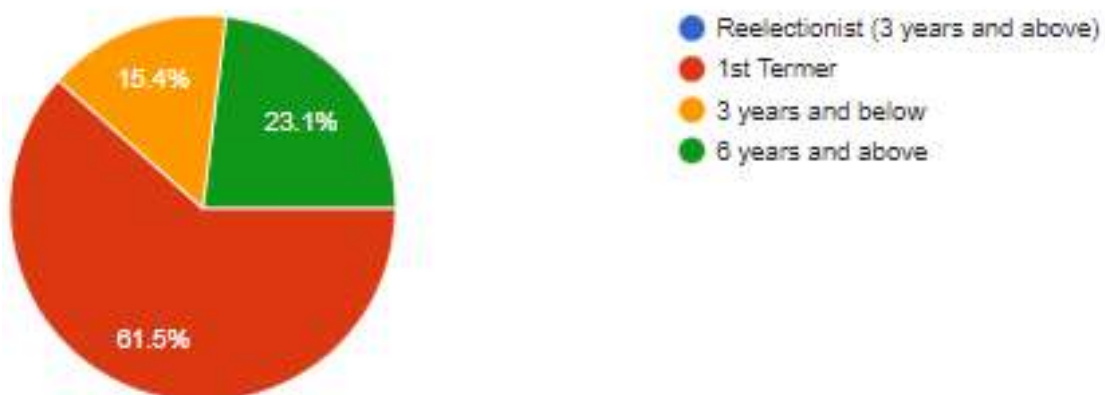


Figure 5: *Designation of the Clients in Barangay*



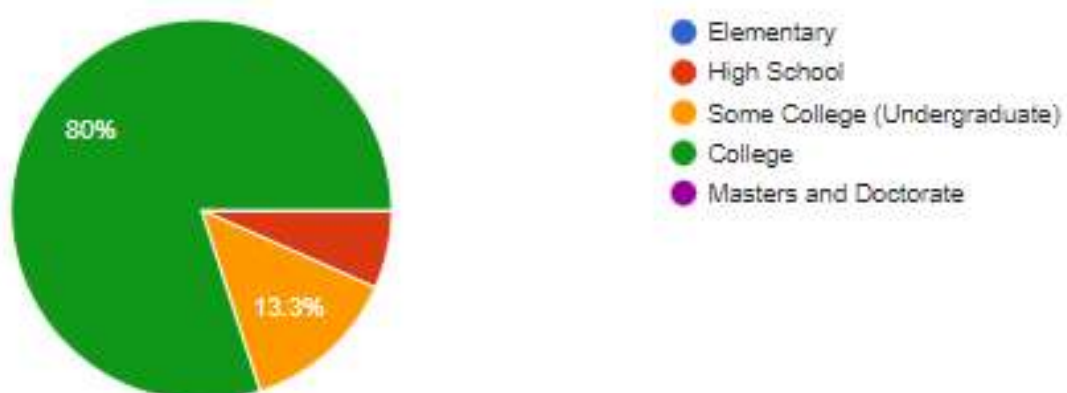
It can be gleaned in table number five (5) that mostly of the clients are Barangay Officials with a percentage of 65.4% followed by the SK Officials with a percentage of 23.8%. Others (Social Civil Organization) got the second lowest percentage followed, and Punong barangay got the lowest percentage.

Figure 6: *Client's Year in Service*



In term of years in service, in the figure number six (6), most of the clients of BUGKOS are 1st termer with a total percentage of 61.5%. Followed by 6 years and above with a total percent of 23.1%. And lastly are 3 years and below with a total population of 15.4 %.

Figure 7: *Client's Educational Attainment*



In terms of educational attainment, most of the clients are college graduate with a percentage of 80%. While it was followed by college undergraduate with a total percentage of 13.3%. Meanwhile, it has a low percent of high school graduate.

Client's Feedback

Most of the clients have a good and positive feedback in regards to BUGKOS project. Some of the clients are asking for a continuation of the project. Some of the comments can be seen on the screenshot below:

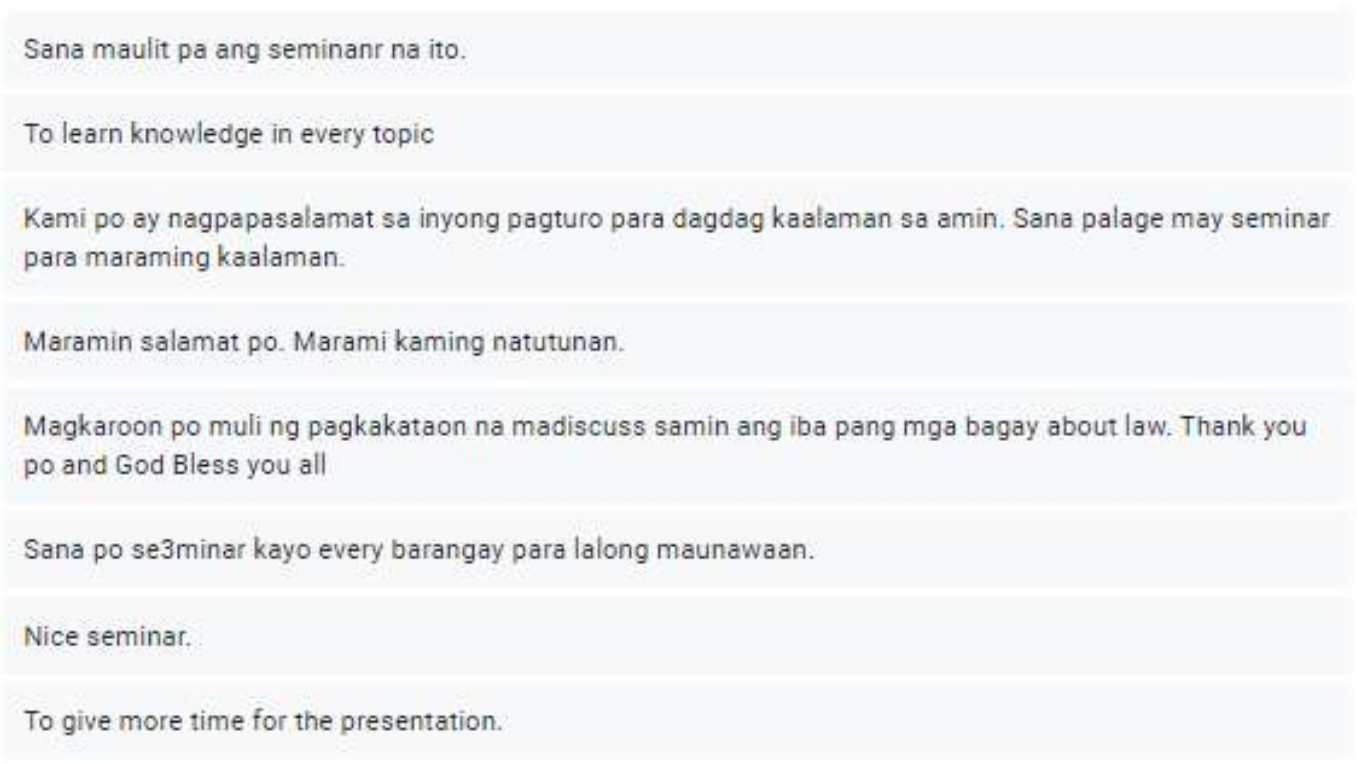


Table 1: *Problem Encountered*

Problem Encountered	Action/Resolution	Result
Sudden Change in Program	Flexible Staffing	Issue Resolved

No Available Travel Service	Travelled using our own vehicles. We arrived on time.	Issue Resolved
Sleepy Hour During Afternoon Discussion	Provided Activities (Dance Competition with prizes)	Issue Resolved
Rescheduled Implementation due to Pandemic	Flexible Scheduling, Strategic Planning and Time Management	Issue Resolved

Conclusion

After BUGKOS project, we have proved that in the Municipality of Ferrol, majority of the officials are aged 22 – 35 years old, and male is the dominant gender. Mostly of the clients that attended our seminar are single and are barangay officials such as treasurer, secretary and kagawad with a majority of first termers in service, and mostly are college graduate.

The College of Arts and Sciences figured out that barangay officials and SK officials are not all well educated about parliamentary especially the rule of law. That the clients even requested the College of Arts and Sciences in the evaluation forms for a repeat seminar regarding good governance education and related topics.

Extension Proposal



Republic of the Philippines
ROMBLON STATE UNIVERSITY
Odiongan, Romblon
Tel. No. (042) 567-5580 E-mail: rsu.rep@gmail.com

College of Arts and Sciences Extension Program Proposal

Extension Program Title: (BUGKOS)
Bringing and Upholding Good Governance through Knowledge, Operations and Skills Enhancement Program

Part I. Basic Information

Lead Proponent: **MARK G. CALIMBO, DPA**
CP Number: 09192522778
Email: markgcalimbo@yahoo.com

Co-proponents

Names	Academic Rank	Field of Expertise/Specialization
Dr. Joemar F. Manzo	Associate Professor I	Public Administration
Dr. Mariel M. Gagarin	Assistant Professor II	Political Science
Dr.. Edna M. Sixon	Associate Professor V	Political Science
Dr. Joefel T. Libo – on	Instructor III	Mathematics/Statistics
Dr. Orfelina I. Manzo	Associate Professor II	Educational Leadership/Statistics
Mr. Reinberg A. Gicole	Instructor 1	Public Administration
Mr. John Roeder F. Lachica	Extension Coordinator	Public Administration
Mr. Kreisler I. Fontamillas	Instructor I	English
Ms. Mary Jane Fadri	Assistant Professor 2	Biology

Implementing Agency: College of Arts and Sciences, Romblon State University

Collaborating Agencies: Local Government Unit of Ferrol

Local Government of Ferrol, MLGOO

Ferrol Municipal SK Federation

Program Duration: From June 2021 to May 2022

Proposed Counterpart

Project Component 1 : Venue and Snacks
Project Component 2 : Venue and Snacks
Project Component 3 : Venue and Snacks

Sources of Fund

RSU CAS Extension Fund : ₱ 20,600.00
Collaborating Agencies : Venue and Snacks

Barangay Local Fund
Office of the Mayor
Municipal SK Federation

Target Recipients and Participants of the Program

This extension program will be participated by the one hundred twenty (120) program recipients which will come from the sixty (60) barangay official and sixty (60) SK officials of the six (6) barangays in the Municipality of Ferrol, Romblon. These barangays of Ferrol are Barangay Tubigon, Poblacion, Hinag Oman, Bonsuran, Agnocnoc and Recto.

The working group of this program will be the faculty members of the college of Arts and Sciences. The working group of the program was selected based on the component projects and based from the expertise available from the college. Each component project shall have a project leader and facilitator. The matrix below will show the participant working group, experts and the leader in each project:

Component Project	Recipient	Project leader	Project Expert	Working group
Project 1	120 Brgy Officials and SK Officials of Ferrol, Romblon	Dr. Manzo	Dr. Sixon Dr. Calimbo Dr. Liboon Mr. Gicole Mr. Lachica Atty. Sartillo	Dr: Orfelina I. Manzo Dr. Mariel M. Gagarin Ms. Elaizel Fornal Mr. Geraldo G. Cano Jr. Ms. Rhea Arucio Mr. Edmar Venus Mr. Jake Steven Fajarillo Ms. Ma. Chita Quijano Mr. John Roeder F. Lachica
Project 2	120 Brgy Officials and SK Officials of Ferrol, Romblon	Dr. Calimbo	Dr. Manzo Dr. Calimbo Ms. Llorca Mr. Fontmillas Atty. Sartillo	Dr. Edna M. Sixon Dr: Orfelina I. Manzo Mr. Reinberg A. Gicole Ms. Elaizel Fornal Ms. Rhea Arucio Mr. Edmar Venus Mr. Jake Steven Fajarillo
Project 3	120 Brgy Officials and SK Officials of Ferrol, Romblon	Ms. Mary Jane Fadri	Ms. Llorca Ms. Fetalver Ms. Jane Fadri DENR	Ms. Allen Jamio Ms. April Joy Fabella Mr. Kreisler fontamillas Dr. Joemar Manzo Ms. Wedelyn Faith Atilano Ms. Andrea Fetalver Mr. Maulion

The Project leader of the project shall take the lead of the activities. He/she have the duty to communicate, coordinate, and from time to time call a meeting for brain storming or trouble shooting on the issues that might arise during the implementation of the activity. The project leader also have the responsibility in the monitoring and evaluating phase of the project.

Experts shown in the matrix reflects the availability of experts in the fields of specialization of the College of Arts and Science. These are the person who taught the subject relating to the projects involve. Dr. Manzo, Dr. Calimbo, Dr. Gagarin and Mr. Gicole are experts in the field of

Public administration and Political Science. In this sense, experts might have a great contributions in the topic as to the knowledge in good governance.

Dr. Manzo is an expert in Parliamentary Rules and Procedure with its long experience in teaching the subject and in implementing previous extension as to parliamentary procedure. Mr. Fontamillas and Ms. Llorca are the experts of the College as to Language. They may be a good support in the workshop phase of the activity where they might check or evaluate the language use in the crafted resolutions and ordinances.

The Experts of the College of Arts and Sciences in the Field of Biology Department are Mr. Maulion and Ms. Jane Fadri. Their expertise in Biology field will be a great contribution to the third component project as to environmental awareness. Ms. Fetalver and Ms. Llorca will be of great help in implementing the Gender and development advocacy since Ms Fetalver is the university director for GAD while Ms. Llorca is the college GAD coordinator.

The working group of this program will do the following task:

- Prepare the necessary documents for the project such as
 - ✓ The MOA
 - ✓ Program
 - ✓ Attendance
 - ✓ Certificate
 - ✓ Evaluation form

- The management committee will act as facilitator in the actual activity and shall be in-charge with the following:
 - ✓ Facilitate the attendance
 - ✓ Facilitate the open forum
 - ✓ Facilitate the snacks distribution
 - ✓ Distribution of Certificates
 - ✓ Facilitate the administration evaluation form

The working group also will be doing the actual demonstration in conducting parliamentary proceedings.

The experts in Mathematics and Statistics will be doing their parts in the evaluation process and in the possibilities of a research output.

Program Description

Rationale

Bugkos is a local term which means “*tie*” or to have an equivalent meaning of Bond or united. **BUGKOS** in this project represents the tie or the close bond between the academe, the Romblon State University and the community. **BUGKOS** in this Paper is an acronym given to the **B**ringing and **U**pholding **G**ood Governance through **K**nowledge, **O**perations and **S**kills Enhancement program for barangay Officials.

This extension of the College of Arts and Sciences is a **research based** program where it aims to extend and materialized some of its faculty and student research findings. Some of the most significant findings related to this program is the findings of **Libo –on (2020)** where he concluded that there were barangay official which have just an average knowledge and skills in parliamentary procedure, therefore, hampered the effective discharge of the duties and functions. On this matter, a retooling, training, seminars, workshops and other form of intervention to enhance the governance skills of our local leaders is recommended.

It is also revealed in the study conducted by **Manzo (2014)** that barangay officials have a weak assessment in terms of legislation. These can be observed in the number and quality of resolutions the council have passed and approved together with the limitations of the said elected officials in making ordinances. In this regard, it is important to re-examine the resolutions and ordinances the barangay officials have made and to conduct workshop in crafting ordinances and resolutions.

Conducting activities relating to Good Governance is a must since it is an important component of attaining some parameters of **Sustainable Development Goals of the United Nation**. According to former UN Secretary-General [Kofi Annan](#), "Good Governance is ensuring respect for human rights and the rule of law; strengthening democracy; promoting transparency and capacity in public administration." To implement this, the UN follows eight principles such as Participation, Rule of Law, Consensus Oriented, Equity and Inclusiveness Effectiveness and Efficiency, Accountability, Transparency, and Responsiveness.

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The Philippines is comprised of 42,044 barangay (PSGC, 2018). According to The Local Government Code of the Philippines, a barangay is composed of the barangay captain as the chief executive officer, the seven (7) barangay councils and one youth chairman representative called the SK Chairman or the (Sangguniang Kabataan). It is inevitable that these barangay officials as elected by the people to serve the community also conduct meetings. The meeting was conducted to lay down their plans, project, and pass barangay laws for the community and to determine the status of their constituents.

The Romblon State University having its **mission statement** that it will collaborate with other institutions and communities through responsive, relevant and research-based extension services. Therefore the College of Arts and Sciences as an integral part of the university is tasked to extend its expertise to the community specially its expertise. The CAS having its program the Bachelor of Arts in Public Administration and the Bachelor of Arts in Political Science offered the subject PS Elect.212 – Parliamentary rules and Procedure and other governance subjects. Hence the college may extend its expertise in the stated needs of Barangay Officials in Parliamentary Rules and Procedure, Crafting Resolutions and Ordinances, Gender and Development and in Environment Education information dissemination.

From the above premises presented justifies the need for an extension program to be conducted by the College of Arts and Sciences.

Objectives:

The main objective of this extension program is to uplift the governance knowledge operations and skills of barangays officials in the Municipality of Ferrol, Province of Romblon. Therefore, it will have the following specific objectives:

- *It ought to bring knowledge on good governance to barangay official.* Having knowledge on good governance will help the elected officials to perform well as they will be taught on how to become effective and efficient leaders of their respective community. This program also expects to bring or restore thrust among their constituents as they will learn how to become transparent in their financial and other endeavors. Another aspect of good governance is the rule of law. In this aspect, they will be able to possess knowledge on implementing national and local laws and regulation in their respective barangays. This program will encourage their constituents to participate in governance as they will learn the value of citizen's participation.
- *This program will enhance the barangay officials including their young leaders in the technicalities of their operations and legislations as they will be taught on how to conduct proper parliamentary proceedings.* Barangay officials will be trained in the technicalities of crafting resolution and ordinances, hence an expected outcome of this program might reflect to the number of quality implementable resolutions and ordinances that may bring prosperity or development to their constituents.
- *This program may enhance the participations of the different sector as it be dealing with awareness in gender sensitivity.* Barangay officials will be taught on gender sensitivity as it is an integral component of the program. This component of the project is very timely, effect of COVID 19 – with its lockdown resulted to the increase in the number of domestic violence cases such as rape and other violations against women and children as personally stated by the provincial PNP mobile group head. Hence, it is important the barangay officials must be knowledgeable on the women and children's violations in their locality and how to they are going to deal with this.
- *Lastly, Environmental protection awareness might also help the barangay officials in dealing with their natural/environmental gift.* With this program, they will be able to come up to a resolution, ordinances or programs relating to environmental protection in their respective barangays.

Program Location

The program will be conducted in the municipality of Ferrol Romblon. The Municipality of Ferrol, Province of Romblon was chosen as location of the program since it belongs to the sixth class municipality. The Municipality of Ferrol has a lot of potential to elevate its municipal classification having its beautiful shorelines, beaches and other tourist spots or destinations, their agricultural and aquatic production, and the potential commercial development. The function of the local government unit especially the barangay have a lot of things to contribute for the development of the town.

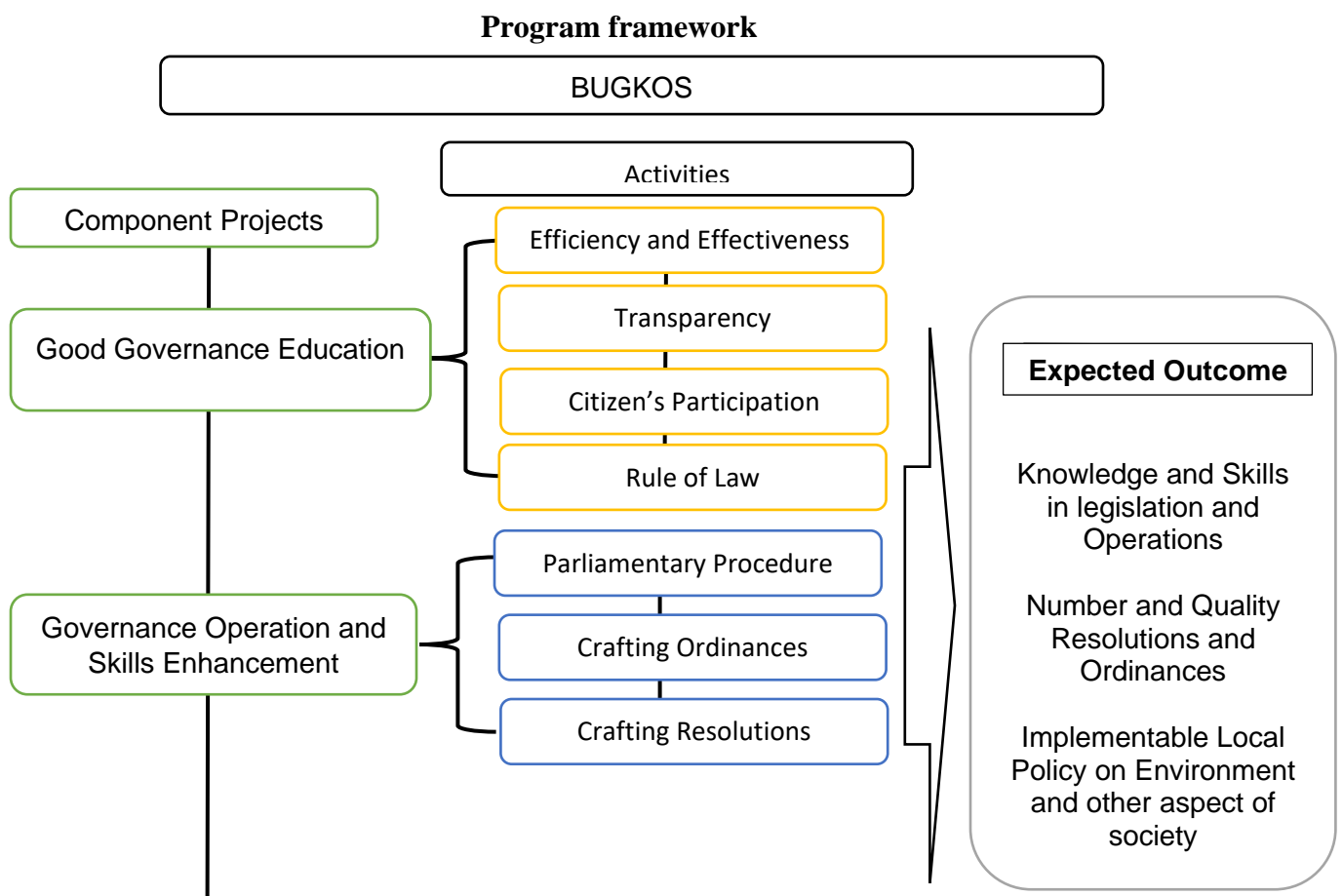
To describe the location of the program, the municipality of Ferrol is an 11 Km far away from Odiongan, where the university was located. Based from the 2015 census, the municipality has 6, 964 population. Ferrol has the highest level of vegetable production in Romblon. Livestock and [rice](#) farming are also present in the coastal areas which is mostly for home consumption and grown in small scale. Other economic opportunities include [copra](#) farming, fish cultivation, agricultural manufacturing and retail, and tourism. This demographic characteristic of the program location is potential area that the barangay to have a resolutions and ordinances.

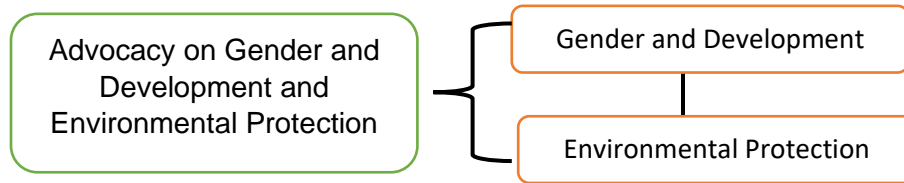
Methodology

This program, **BUGKOS** or the **B**ringing and **U**pholding **G**ood governance through **K**nowledge, **O**perations, and **S**kills enhancement program for barangay officials, is divided into three extension projects such as:

- Project 1** : **Good Governance Education**
- Project 2** : **Governance Operations and skills Development**
- Project 3** : **Advocacy on Gender and Development and Environmental Protection**

Good Governance Education project’s purpose is to enhance the knowledge of awareness of barangay officials on its importance and to comprehend its parameters that will be the measurement of their performances. Knowledge on good governance might enhance their performances as to how they will comply with the rule of law, effectiveness and efficiency, transparency, and even in encouraging their constituents to participate in their development program. In this case, a discussions through seminars will be conducted. Effect of this project will be assessed by a research activity. The College of Arts and Sciences with its Bachelor in Public Administration and Bachelor of Arts in Political Sciences Departments will spearhead this project





Governance operations and skill development on the other hand is intended to uplift their skill in legislations and other operations. With this an activities such as workshop on parliamentary rules and procedure, and in crafting resolutions and ordinances will be conducted. In these activities, recipient barangay officials will be trained in the proper conduct of meeting and sessions. Their gained knowledge in conducting meetings and sessions will not be as useful if it will not be reflected to the numbers and quality of resolutions and ordinances they will made. In this area of concern, recipients will also be trained in how to craft an ordinances and resolutions.

The third component project of this program is the advocacy on Gender and Development and Environmental Protection. On this part, the College of Arts and Sciences will extend its expertise the BS Biology Department, the knowledge through advocacy lecture in Environment same as the Department of Bachelor in Public Administration and Political Science the gender and development issues as a social science issue.

The outcome of the program expects increase in knowledge and skills in legislation and Operations, of barangay officials, increase in the number and quality of resolutions and ordinances, and the implementation of local policy on environment and other aspect of society.

A. Social Mobilization (coordination, courtesy calls, technical briefing)

The Extension program will be conducted in the municipality of Ferrol, Romblon, involving 120 the barangay official of the six (6) barangays of the municipality. Hence, it is important that there is a close coordination with the Department of Interior and Local Government (DILG) with its Municipal Local Government Officer (MLGOO). An informal discussion group will be conducted to explain the details of the project. It is important that the DILG be coordinated in requiring through the mandate of their office the attendance of the barangay officials. Another important point to be discussed and to be agreed is the determination of the counterpart allocation of the Barangay Local government units for the budget of the project. All the items being discussed and agreed upon shall be reflected in the Memorandum of Agreement (MOA) to be signed by and between the MLGOO and the University President.

Since the program targeted the elected and non-elected officials of the 6 barangay, their association through the Municipal Liga ng mga Barangay President should be coordinated. A courtesy call shall also be conducted with the Municipal Local Government Unit of Ferrol through the office of the Mayor. If possible, resource generation for funding of the project shall be discussed in these offices.

A personal invitation, courtesy call, and discussion with the Punong Barangay shall be conducted. Matters to be discussed with the Punong Barangays will be the scheduling of the activity and the counterpart allocation of budget for the project.

Lastly, a coordination with the Municipal Sangguniang Kabataan Federation President. The issues to be coordinated with the Municipal SK president will be the participation of the whole SK officials and the allocation of budget for the program.

Matrix showing the coordination scheme of the program (May, June, July, August)

Office	Coordination purpose				Key Person
	MOA signing	Budget allocation	Courtesy call	Invitation	

MLGOO	✓	✓	✓	✓	Project leader
Office of the Mayor	✓	✓	✓	✓	Project leader
SK Federation President		✓	✓	✓	Project leader
Liga ng mga Barangay			✓	✓	Project leader
Barangay Officials		✓	✓	✓	Project leader

B. Implementation (activities, modalities)

The extension program will be in a form of a series of seminars, trainings and workshop on Good Governance, operations and skills development, and Gender and Development and Environmental advocacy. The program was designed to be in series form to avoid a long disruption in the discharge of the recipient's functions in their respective barangays

Recipients also will be divided into two group such as the Barangay officials as the first group and the SK Officials in the second groups. These grouping will be done in complying with the health protocols against COVID of having a limited audience during gatherings.

As to the College of Arts Expertise, only selected faculty members will be involved in the implementations of each component project. Therefore, not all of the faculty members of the college shall join the implementation phase of the program. In this manner, the matrix below show the implementation phase of the program projecting the component projects.

Component Project	Activities	Dates of Implementation	Target Recipient	Modalities
Good Governance Education,	Seminar on Efficiency, Effectiveness, and Transparency	September 2 nd week for BOs September Last Week for SKOs	60 BOs and 60 SKOs	Lecture (face to face if possible, if not, via zoom)
	Seminar on the Rule of Law and Citizen's Participation	October 2 nd Week for BOs October Last Week for SKOs	60 BOs and 60 SKOs	Lecture (face to face if possible, if not, via zoom)
Governance Operations and Skills	Training Workshop on Parliamentary Rules and Procedure	November 3 rd Week for BOs December 1 st Week for SKOs	60 BOs and 60 SKOs	Workshop (face to face if possible, if not, via zoom)
	Training Workshop on crafting Resolutions and Ordinances	December 3 rd Week for BOs January 3 rd week for SKOs	60 BOs and 60 SKOs	Workshop (face to face if possible, if not, via zoom)
Advocacy on Gender and Development and Environmental protection	Seminar on Gender and Development	February 1 st week for BOs	60 BOs and	Lecture (face to face if possible, if not, via zoom)
		March 1 st Week for SKOs	60 SKOs	Lecture (face to face if possible, if not, via zoom)

Implementation of the component project 1 – Good Governance Education

Specific Project Objectives

The main objective of this extension project is to uplift the governance knowledge of barangay officials. Therefore, it will have the following specific objectives:

- This project wishes to provide knowledge in efficiency and effectiveness in barangay governance. Recipient's gained knowledge in this area of good governance will help them to be able to craft their financial capabilities and have a quality projects that will benefit their respective constituents. After the project, recipients are expected to improve their budget utilization with a tangible project proposal to be implemented in their respective barangay.
- Transparency. This is another area of good governance that that recipient will gain from the project. Knowledge in this area will give the recipient an appreciation on how to become open, and bold to all of their effort, thus, it will create an atmosphere of thrust and confidence among their constituents. The conduct of this project anticipate that they will come-up with a guidelines or strategies on how to become transparent as to finances and projects of their barangays.
- Knowledge in the Rule of Law will also be imparted to the recipient s of this project. In this area, recipients are projected to revisit national and local laws, rules and regulations to determine if their barangays is in compliance or such laws, rules and regulations are implementable in their respective barangays. This project also presume that the barangay official will be able to craft their own local ordinances in compliance to the national laws and local statutes.
- Citizens participation is an important aspect of good governance as the philosophy of the New Public Management taught that clients, stakeholders, or constituents should not only be a recipients of any government's effort but rather a partner in the development work of the government.

The extension activity will be in a form of a series of seminars on Good Governance. A face to face lecture will be conducted as modality of the project but if it will not be permitted due to COVID 19 – pandemic, a virtual lecture is an alternative. Since good governance is a broad issue, it will break down into four activities such as lectures or discussions in governance effectiveness, transparency, rule of law, and citizen's participation. Recipient of the project will be grouped into two (2) groups. The first group will be the elected Barangay Official including their respective Barangay Secretary and Barangay Treasurer. The second group of recipients will be the Barangay Sangguniang Kabataan Officialls

As to the College of Arts Expertise, An expert in the field of public administration especially the faculty members who were teaching local government administration and Good governance will be the resource speaker of the project: In this case, the following shows the project implementation matrix.

Date	Activity	Modality	Recipient	Number of recipient	Expert
Sept. 2 nd week	1. Lecture/discussion on governance	Face to face	Barangay Officials	60 BOs	Mr. Reinberg C. Gicole, Dr. Gagarin

	effectiveness and transparency	lecture or virtual			and Mr. John Roeder F. Lachica
Sept. last Week	2. Lecture/discussion on governance effectiveness and transparency	Face to face lecture or virtual	SK Official	60 SKOs	Mr. Reinberg C. Gicole, Dr. Gagarin and Mr. John Roeder F. Lachica
Oct. 2 nd week	3. Lecture on the rule of Law and Citizens' participation	Face to face lecture or virtual	Barangay Officials	60 BOs	Dr. Mark G. Calimbo
Oct. last Week	4. Lecture on the rule of Law and Citizens' participation	Face to face lecture or virtual	SK Officials	60 SKOs	Dr. Mark G. Calimbo
Nov. 1 st week	Evaluation of output				

Implementation of project Component 2 – Governance Operations and Skills Enhancement

Specific Project Objectives

The objective of this project is to develop the governance operations and skills of barangay officials. Hence, it will have the following specific objectives:

- This project wishes to develop the skills of barangay officials in **parliamentary rules and procedure**. Recipient's gained skill in parliamentary procedure might help them to conduct legal proceedings in their respective barangays. Their gained skills will help them in the harmonious and speedy transaction of business. Thus, will affect the quality and the number of programs or resolutions to be disposed.
- This activity expects that barangay officials through their gained skill in **crafting resolutions** should reflect in the number and quality of projects and programs they will do in their respective barangays.
- This project also aims to provide skills in **crafting ordinance**, ordinances are another product of a productive parliamentary proceedings and another expression of resolution. After the activity, tangible outcome of the crafted resolution should be manifested.

Component Activities

As reflected in the objectives of the project, it is therefore a part of this project to conduct the following component activities:

- Activity 1. Conduct training and workshop in parliamentary procedure for Barangay Officials
- Activity 2. Conduct training and workshop in parliamentary procedure for SK Officials
- Activity 3. Conduct workshop in crafting resolutions and ordinances for Barangay Officials
- Activity 4. Conduct Workshop in crafting resolutions and ordinances for SK Officials

The extension project will be in a form of a series of trainings and workshop in Parliamentary Rules and Procedures, crafting resolutions, and ordinances. Recipient of the project will be grouped into two (2) groups. The first group will be the sixty (60) elected Barangay Official including their respective Barangay Secretary and Barangay Treasurer. The second group of recipients will be the Sixty (60) Sangguniang Kabataan Officials in the municipality of Ferrol, Romblon. The modality of the activities to be conducted will be in a form of a face to face workshop but if not permitted due to COVID 19 pandemic a virtual workshop will be conducted.

Matrix of activities

Date	Activity	Modality	Number of Recipient	Expert
Nov. 3 rd week	1. training workshop in parliamentary Procedure	Face to face/virtual	60 Barangay Officials	Dr. Joemar F. manzo
Dec. 1 st week	2. Training workshop in Parliamentary procedure	Face to face/virtual	60 SK Officials	Dr. Joemar F. Manzo
Dec. 3 rd Week	3. Workshop in crafting resolution and ordinances	Face to face/virtual	60 Barangay Officials	Dr. mark G. Calimbo Mr. Kreisler I. Fontamillas Ms. Rachel Ll. Evangelista
Jan. 1 st week	4. Workshop I crafting ordinances and resolution	Face to face/virtual	60 SK Officials	Dr. Mark G. Calimbo Mr. Kreisler I. Fontamillas Ms. Rachel Ll. Evangelista
February 1 st week	Evaluation of output			

As to the College of Arts Expertise, An expert in the field of AB Political Science, Public Administration, and AB English especially the faculty members who were teaching the subject Parliamentary Rules and Procedure. And Policy Analysis. In this case, the following shows the project implementation matrix.

In activity 1 and 2 the training workshop will include lectures in the basic principles, procedures of conducting meeting and on the rules in every motions. After such lectures, an actual demonstration from the students and faculty members of the College of arts and Sciences will be conducted. The recipient/audience will also have their actual workshop or actual demonstration of meetings. The expert in parliamentary procedure will comment on the conducted demonstrations.

In conducting workshop in crafting ordinance and resolution an expert in Public Administration (DR. Mark Calimbo) will facilitate the discussion on the importance and functions of Resolutions and ordinance in their discharge of duties. On the other hand, Workshop on the technicalities of the resolution and ordinances such as the format, and language use will be facilitated by the CAS experts in language Such as Mr. Fontamillas and Ms Llorca.

It is also important that the management will invite resource persons from different sectors such as farmers, youths, women etc. This will enhance the barangay officials' awareness on the concerns of their respective sectors in doing legislations or policy making.

Implementation of Project Component 3 – Advocacy in Gender and Development and Environmental Protection

The objective or this project is to develop the awareness of barangay officials in Gender and Development and in Environmental Protection. Hence, it will have the following specific objectives:

- This project wishes to enhance the Gender awareness among the barangay Officials including the Sangguniang Kabataan officials. Being aware in might help the local official to be more gender sensitive. Thus might encourage their constituents including the LGBT sector.
- This activity also expect that barangay officials' gained knowledge in environmental awareness might reflect to the environment related resolutions or ordinances they will be crafting or implementing.

- An implementable environmental activity/project/or program of the LGU or in their respective barangays such as tree planting, clean up drive and the like is expected.

Component Activities

As reflected in the objectives of the project, it is therefore a part of this project to conduct the following component activities:

- Activity 1. Conduct Advocacy Awareness activity in Gender and Development and
- Activity 2. Conduct Environmental awareness activity through seminars

Matrix of activities

Date	Activity	Modality	Number of Recipient	Expert
Feb. 1 st week	1. Seminar on Gender and Development and environmental awareness for BOs	Face to face or a virtual lecture discussions	60 Barangay Officials	Ms. Carolyn Fetalver Ms. Rachell Llorca Alwin F. Maulion Ms. Mary Jane Fadri
March. 1 st week	2. Seminar Training workshop in Gender and Development and environmental awareness for SK	Face to face or a virtual lecture discussions	60 SK Officials	Ms. Carolyn Fetalver Ms. Rachell Llorca Alwin F. Maulion Ms. Mary Jane Fadri
April - May	Evaluation, monitoring, reporting			

The project phase of the program will be in a form of a series of seminars in gender and Development and environmental awareness. If possible a face to face discussions will be conducted if not, due to COVID – 19 pandemic, a virtual discussions will be conducted. Recipients of the project will be grouped into two (2) groups. The first group will be the sixty (60) elected Barangay Official including their respective Barangay Secretary and Barangay Treasurer. The second group of recipients will be the Sixty (60) Sangguniang Kabataan Officials in the municipality of Ferrol, Romblon

As to the College of Arts Expertise, An expert in the field of Social Sciences and BS biology will take charge in the transfer of knowledge in this area. The following shows the project implementation matrix.

As stated, the activity will be in a form of seminar. Their gained knowledge in seminar in gender advocacy and in environmental awareness should have a tangible outcome through resolution, ordinances, or a program/project proposal.

3. Post- Implementation (evaluation and monitoring)

Each activity will be evaluated based on the following criteria or parameters

- Preparation
- Coordination
- Accommodation
- Lectures and discussions flow
- Significance and gained knowledge

In monitoring of the project, a post activity or visitation in every offices or barangays will be done. Interviews will be conducted to measure the significant change or development in the said barangay. Visitation will also be conducted to ensure the sustainability of the project. It will also be evaluated if there is a need for follow up discussions workshops on the topic being discussed or in a need for another topic to be discussed.

Program Gender and Development component

Since this activity will be dealing with Barangay officials having different gender orientation, the working group of this activity will ensure gender sensitivity especially on topics dealing sexuality. The College of Arts and Sciences will have a close coordination with the University Gender and Development Office.

Program Sustainability Plan

This activity will be sustained by exploring other topics needed based from the evaluation conducted. Even after the project, continuous monitoring through field visitation will be conducted to verify the applicability of the learned knowledge to the actual discharge of their functions. If possible, this project shall be replicated in other municipalities.

Area to sustained	Actions to be taken
Link between the college and the recipient	To sustain the link that has been established during the conduct of the program, a continuous coordination with the recipient with the development or effect of the program with their localities.
	It is also an important aspect of coordination to come up with another partnership activity or project such as another extension project, livelihood program, research project and the same.
Skills and knowledge gained by recipients	It is not enough that the program will end after the conduct of the component's projects and activities. It is important that there is an actual visitation to evaluate the effectivity of the program in the actual discharge of the duties and functions of the recipient barangay officials, if possible, a follow-up activity if there is still a need to be developed in their skills and knowledge in the technicalities of governance.
The tangible outcome of the program (policies, ordinances, resolutions)	Tangible outcome of the program should be monitor if it is implemented, or needs improvement.
The program	It is important the program – BUGKOS will not perish after the conduct in the municipality of Ferrol, it is important that other municipalities be benefited also by this program by replicating it.

Program Expected Output

At the end of the program, it is expected to deliver the following outputs

For the University, it shall submit terminal report of the program

For the collaborating partners, it is expected that there will be an improvement in the conduct of sessions and meeting. A tangible outcome of implementable resolutions and ordinances is also expected. It is also projected that the recipients will come up to a program relating to environmental protection.

For the community of Ferrol, it is anticipated that the program will bring improvement to the service delivery they receive from their respected barangay officials.

This program expects research paper in the following area of public administration and governance such as:

- a. The effectiveness of the CAS Extension program
- b. Extent of compliance of the Barangay Local Government units in Good Governance
- c. Governance operations and skills assessment of BLGU Ferrol
- d. Extent of Implementation and compliance of BLGU to Gender Advocacy and Development and in environmental Protection

Preparation and signing of MOA/MOU	■	■											
Discussion of the activity with the cooperating agency	■	■											
Seeking BOR approval	■	■	■										
Project Component 1. Good Governance Education				■	■								
Project Component 2 Governance Operations and Skills enhancement						■	■	■					
Project Component 3 Advocacy on Gender and Development and Environmental Protection									■	■			
Post Implementation : Evaluation, monitoring, reporting						■	■	■	■	■	■	■	■

Prepared by

Noted By:

DR, MARK G. CALIMBO, DPA
Lead Proponent/Dean, College of Arts and Sciences

JOHN ROEDER F. LACHICA, MBA
Extension Coordinator, CAS

References:

Dalisay et.al., (2013) Tranparency and Accountability as Predictors of Good Governance of Barangay Officials in the Municipality of Odiongan, Romblon.

Galiga et.al., (2018) Leadership Management in the Public Offices in the Municipality of Odiongan: An Assessment. (Unpublished Thesis). College of Arts and Sciences, Romblon State University.

Libo – on, J. T. (2020). Predictors of Barangay Officials’ Parliamentary Rules and Procedure Knowledge and Skills. International Journal of Advance Study and Research Work (2581-5997)/ Volume 3/Issue12/December 2020

Manzo, J. F. (2014) Leadership Style, Skills and Performance of Barangay Officials in the Municipality of Odiongan, Romblon, Unpublished Master’s Thesis. Romblon State University, Odiongan, Romblon.

Manzo, J. F. and Manzo O. I. (2020). Teenage pregnancy: A Mother’s Perspective. Unpublished Research Romblon State University. Odiongan, Romblon

Riños, Ll. Et.al. (2012) Effectiveness of Anti – Red Tape Act of 2007 in the Local Government Units of Odiongan, Romblon (Unpublished Thesis), College of Arts and Sciences, Romblon State University

United Nation (2020). United Nations Economic and Social Commission for Asia and the Pacific, What is Good Governance. Retrieved From <https://www.unescap.org/sites/default/files/good-governance.pdf> on December, 2020

United Nation (2002). Good Governance in Sustainable Development. United Nation Sustainable Development Goals Partnership Platform. <https://sustainabledevelopment.un.org/partnership/?p=1545>

MEMORANDUM OF AGREEMENT

KNOW BY ALL MEN BY THESE PRESENTS:

This Memorandum of Agreement, made and entered into by and between the College of Arts and Sciences of Romblon State University, a state-funded university of the Republic of the Philippines, with principal office at Odiongan, Romblon represented in this agreement by its University President, **DR. MERIAN CATAJAY – MANI**, Hereinafter referred as the first party.

And

The Department of Interior and Local Government, Province of Romblon, located in Ferrol, Romblon, hereinafter represented by its **LGU**, _____, hereinafter referred to as the second party.

WITNESSETH:

Whereas, the Romblon State University has its vision statement as follows: “A research-based academic institution committed to excellence and service in nurturing globally competitive workforce towards sustainable development”.

Whereas, part of the university ten- point agenda is to pursue excellence in instruction research and extension.

Whereas, in relation to its extension function, shall implement and coordinate programs of the university which shall serve as an instrument of social responsibilities and agent of change to uplift the quality of life of partner communities for the development, shall expose its faculty, staff and students to social realities, develop a deep sense of social consciousness, volunteerism and community involvement.

Whereas, the Department of Interior and Local Government, agreed to collaborate with RSU. Its Municipal officer recognizes the role of the university and welcomes any programs/services brought by the university through its different units and colleges shall likewise provide necessary support and cooperation for the good of its constituencies.

NOW, THEREFORE, in consideration of the foregoing premises and of the covenants hereinafter set forth, the parties here to have agreed on the terms and references and working relationships, as follows.

I. PROGRAMS AND SERVICES

This undertaking shall be for the implementation of the College of Arts and Sciences Extension program and services in barangays where students of the college are residing

Program	Services
BUGKOS - Bringing and Upholding Good Governance through Knowledge, Operations, and Skills Enhancement Program	1. Conduct seminars on Good Governances as to efficient and effective governance, transparency, rule of Law and Citizen’s Participation 2. Conduct training Workshop in Parliamentary procedur3 3. Conduct seminar and training workshop in crafting resolutions and ordinances. 4. To conduct awareness advocacy on Gender and development. 5. To conduct seminar in environmental awareness and protection (River protection and mangrove forest protection and rehabilitation).

II. PROJECT OBJECTIVES

- To establish links between the University and its stakeholders particularly the Barangay Local Government Units,
- Conduct capacity building among Barangay official by enhancing their knowledge in Good Governance.
- To enhance the skills of Barangay Officials governance operations and skills as to Parliamentary Rules and Procedure,
- To enhance the skills of Barangay Officials in crafting resolutions and ordinances,
- To enhance the awareness of Barangay Officials in Gender and Development
- To enhance the officials knowledge in environmental protection and rehabilitation.

III. ROLE OF COOPERATING PARTIES

1. Role of the First Party: the Romblon State University
 - a. Deploy experts to do community studies, and identify needs, problems and issues related to the project;
 - b. Provide such services within the expertise of the College Arts and Sciences of the University and as expressed needed by the community; and
 - c. Make available the resources of the university needed for project implementation, monitoring and evaluation as well as those that could help create awareness on the status of the project to the general project.
2. Role of the Second Party: The DILG
 - a. Provide necessary assistance as needed;
 - b. Assist the Romblon State University faculty and staff while they are in the community conducting activities related to the undertaking; and
 - c. Assign/detail a contact person in the area, whom the University can go for the consultation regarding to the project.
 - d. Make available the resources of the Barangay LGU in the conduct of the activity.

IV. EFFECTIVITY

This agreement shall take effect upon approval of the parties herein from (date) to (date) and or may be revoked, on the grounds/reasons, by the parties upon thirty (30) day notice.

V. AMENDMENT

The parties hereto may, upon consent, amend or modify third agreement by or through an addendum signed by the parties.

IN WITNESS, WHEREOF, the parties hereto have caused these presents to be signed by their respective representative this _____ day of _____, 2021 in Odiongan, Romblon

College of Arts and Sciences

Local Government Unit

DR. MERIAN CATAJAY-MANI, CESE

Counterpart

University President

Position

Witness By:

DR. MARK G, CALIMBO
Dean, College of Arts and Science

Counterpart

ACKNOWLEDGMENT

REPUBLIC OF THE PHILIPPINES
Province of Romblon s.s

BEFORE ME, a notary public for and in the province of Romblon, this _____ day of _____, 2020, personally came and appeared **DR. MERIAN CATAJAY – MANI, CESE** with Community Tax Certificate No. _____ issued on _____ at Odiongan, Romblon; and **Counterpart**, with Community Tax Certificate No. _____ issued on _____ at _____ known to me to be the same person who executed the foregoing instruments which they acknowledge before me as their voluntary act and deed.

WITNESS MY HAD AND SEAL, this _____ day of _____, 2021 at Odiongan, Romblon Philippines.
Doc. No. _____
Page No. _____
Book No. _____
Series of _____

EVALUATION FORM

Direction: This is to evaluate the CAS Extension project (**BUGKOS**) Bringing and Upholding Good governance through **K**nowledge, **O**perations, and **S**kills enhancement program

Profile of Respondents

Name: _____ (Optional)
Position/ Occupation: _____

Please put a mark check (✓) on the space provided that signify your level of agreement base on the following scale and descriptive interpretation. *Pakimarkahan ng Check (✓) ang nakalaang ispasyo na nglalarawan ng inyong pagsang-ayon batay sa panukat at karampatang interpretasyon*

- 5 – Strongly Agree (*lubos na sumasang – ayon*)
- 4 – Agree (*Sumasang – ayon*)
- 3 – Neutral (*Nyutral*)
- 2 – Disagree (*Hindi Sumasang ayon*)
- 1 – Strongly Disagree (*Lubos na Hindi sumangasang – ayon*)

Impressions of the Recipient:

Indicators	5	4	3	2	1
1. There is a well coordination between SK Fed and the CAS					

<i>Mayroong maayos na koordinasyon and SK Fed at ang CAS</i>					
2. The CAS do their part well as stated in the agreement <i>Ginagawa ng CAS ang kanilang mga tungkulin ayon sa napagkasunduan</i>					
3. Barangay Officials partners do their part well <i>Ginawa ng maayos ng mga partner na barangay officials ang kanilang Gawain</i>					
4. The discussion during the activities was excellent <i>Maayos ang mga talakayan sa mga actitiies</i>					
5. The points of discussions were clear during the seminar <i>Malinaw ang mga punto sa talakayan sa seminar</i>					
6. Participant during the seminars were free to ask question <i>Malayang nakakapagtanong ang mga participant sa seminar</i>					
7. the topics being discussed were useful to the participants <i>Nakatulong sa mga kalahok ang mga paksa na tinalakay</i>					
8. There is an excellent use of multi-media as visual aid for the discussions <i>Mahusay ang paggamit ng multimedia bilang visual aid sa mga talakayan</i>					
9. Participants gains knowledge in the seminar <i>Maraming natutunan ang mga kalahok sa seminar</i>					
10. Expectations of the participants were met <i>Naabut ang mga inaasahang dapat mtutunan ng mga kalahok</i>					
11. Resource speakers were very good during seminar <i>Mahuhusay ang mga resource speaker sa seminar</i>					
12. There is a good accomodations for the participants of the activity <i>Mayroong mahusay na accommodations sa mga kalahok sa activity</i>					
13. The venue was conducive for learning <i>Ang pinagdausan ay mainam para matuto</i>					
14. There is a good food/snacks served during the session <i>Maayos ang pagkain/meryenda na isinerved</i>					
15. There is a well coordination with the IATF in conducting the gatherings <i>Mayroong maayos na koordinasyon sa IATF sa pagganap ng pagtitipon</i>					

Over-all Evaluation of the Project (Please rate the project base on the following ratings: 5 – Excellent, 4 – Very Good, 3 – Good, 2 – Fair, 1 – Poor)

Indicators	5	4	3	2	1
1. Coordination (<i>Koordinasyon</i>)					
2. Barangay Participation (<i>paglahok ng Barangay Officials</i>)					
3. Discussions during the seminar/workshops (<i>mga usapin sa seminar at Workshop</i>)					
4. Usefulness of the knowledge gained (<i>kahalagahan ng mga natutunan</i>)					

Communication Letters



UNIVERSITY LEGAL COUNSEL

Tel No.: (042) 567-5273 / Email: romblonstatecus@gmail.com

URL: romblon.edu.ph

UNIVERSITY LEGAL COUNSEL

10 December 2021

MERIAN P. CATAJAY – MANI, Ed.D., CESE
President
Romblon State University

Dear President Catajay-Mani:



Republic of the Philippines
ROMBLON STATE UNIVERSITY

COLLEGE OF ARTS AND SCIENCES

RSU Vision

A research-based academic
institute committed to excellence
and service in nurturing globally

November 18, 2021

ORFELINA INGCO-MANZO, Ed.D.



RSU Vision

A research-based academic institution committed to excellence and service in nurturing globally-competitive workforce towards sustainable development.

RSU Mission

RSU shall nurture an excellent environment that provides advanced education, higher technological and professional instruction and technical expertise in agriculture and forestry, forestry engineering and technology, education, humanities, sciences, and other relevant fields of study and collaborate with other institutions and communities through cooperative, research, and research-based extension services.

Quality Policy

The Rombion State University commits to provide higher education through quality instruction, research, and community extension services that meet or exceed the requirements and expectations of the University's stakeholders. It will comply with the international standards, applicable statutes and regulatory requirements and continually improve the Quality Management System's effectiveness through periodic monitoring and evaluation toward sustained remarkable outcomes.

Core Values

- BELONGSHIP
- COMPETENCE
- RESILIENCE
- INTEGRITY
- BALANCE
- EXCELLENCE
- SERVICE

These core values serve as the guiding principle in all efforts to make **ROMBLON STATE UNIVERSITY** a recognized **RED** in the region and beyond.

NOTICE TO PROCEED

20 September 2021

DR. MARK G. CALIMBO
 Dean, College of Arts and Sciences

Attention: **MR. JOEMAR F. MANZO**

Dear Dr. Calimbo:

Greetings!

This is to inform your good office that the proposal entitled **"Bringing and Upholding Good Governance through Knowledge, Operations, and Skills Enhancement Program (BUGKOSY)"** submitted by Mr. Joemar F. Manzo was approved by the President with concurrence of the RSU Board of Regents. The proponent can already conduct this as part of the extension services of the College of Arts and Sciences.

Please submit report and necessary documents one week after the conduct of the extension activity. Attached is the copy of the approved endorsement.

If you have any queries please contact the Research, Extension, Development and Innovation Office through telephone number 567-5580, or email us at rsu.rep@gmail.com.

Thank you.

Very truly yours,


BILSHAN F. SERVAÑEZ, Ph.D.
 VP RED





EXTENSION AND TECHNICAL ADVISORY SERVICES OFFICE

RSU Vision

A research-based academic institution committed to excellence and service in nurturing globally competitive workers towards sustainable development.

RSU Mission

RSU shall nurture an academic environment that provides advanced education, higher technological and professional instruction and technical expertise in agriculture and fishery, forestry, engineering and technology, education, humanities, sciences and other relevant fields of study and collaborate with other institutions and communities through inclusive, relevant and research-based extension services.

Quality Policy

The Romblon State University commits to provide higher education through quality instruction, research and community extension services that meet or exceed the requirements and expectations of the University's stakeholders. It will comply with the international standards, applicable statutory and regulatory requirements and continually improve the Quality Management System's effectiveness through periodic monitoring and evaluation toward sustained remarkable outcomes.

Core Values

- STEWARDSHIP
- COMPETENCE
- RESILIENCE
- INTEGRITY
- BALANCE
- EXCELLENCE
- SERVICE

These core values serve as the guiding principle in our efforts to make **ROMBLON STATE UNIVERSITY** a recognized HEI in the region and beyond.

09 December 2021


ATTY. GLENN NIÑO M. SARTILLO
 Chief Administrative Officer

Dear Atty. Sartillo,


Forwarding to you the proposed extension proposal of the College of Arts and Sciences titled: "BUGKOS: Bringing and Upholding Good Governance through Knowledge, Operations and Skills Enhancement Program."

Further, your office has already reviewed the Memorandum of Agreement, therefore, we respectfully request a certificate from the University Legal Counsel. Please see the attached files.
 Thank you.

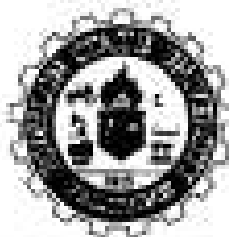
Sincerely yours,


ORFELINA INGCO-MANZO, Ed.D.
 Director, Extension and Technical Advisory Services Office

Noted by:


BILSHAN F. SERVANEZ, PH.D.
 Vice President for Research, Extension, Development and Innovation





Republic of the Philippines
ROMBLON STATE UNIVERSITY
Odiongan, Romblon
Tel No. (042) 567-5273

COLLEGE OF ARTS AND SCIENCES

RSU Vision

A research-based academic institution committed to excellence and service in nurturing globally competitive workforce towards sustainable development.

RSU Mission

RSU shall nurture an academic environment that provides advanced education, higher technological and professional instruction and technical expertise in agriculture and forestry, forestry, engineering and technology, education, humanities, sciences and other relevant fields of study and collaborate with other institutions and communities through responsive, relevant and research-based extension services.

Quality Policy

The Rombon State University commits to provide higher education through quality instruction, research and community extension services that meet or exceed the requirements and expectations of the University's stakeholders. It will comply with the international standards, applicable statutory and regulatory requirements and continually improve the Quality Management System's effectiveness through periodic monitoring and evaluation toward sustained remarkable outcomes.

Core Values

SYSTEMIC
COMMITMENT
RELEVANCE
INTegrity
BALANCE
EXCELLENCE

December 9, 2021

MERIAN P. CATAJAY-MANI, Ed.D., CESE
University President

Ma'am:

Rombon State University College of Arts and Sciences is continuously pursuing its efforts and excellence in our existing extension project in the municipality of Ferrol.

In line with this, may we request for a Travel Order, a service vehicle, and a driver for the signing of Memorandum of Agreement.

The scheduled travel is on December 10, 2021 at 8:00 am. The following faculty are requested to be included in the Travel Order:

JOHN ROEDER F. LACHICA, MBA
MARK G. CALIMBO, DPA
ORFELINA INGCO-MANZO, Ed.D.
REINBERG A. GICOLE, MPA
SHIENA JEANNE F. LLAGA
ELAIZEL F. FORMAL

Thank You and God Bless.

Prepared by:


MARK G. CALIMBO, DPA
Dean, College of Arts and Science

Noted by:


ORFELINA INGCO-MANZO, Ed.D.
Director, Extension and Technical Advisory services Office

Approved by:



Republic of the Philippines
ROMBLON STATE UNIVERSITY

COLLEGE OF ARTS AND SCIENCES

RSU Vision

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RSU Mission

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Core Values

**Ferrol Extension Project: Signing of MOA
Program Flow**

Part 1	
Prayer	Mr. John Roeder F. Lachica, MBA Extension Coordinator
National Anthem	Audio Visual
Opening Remarks	Mark G. Calimbo, DPA Dean, College of Arts and Sciences
Inspirational Message	Merian P. Catajay-Mani, Ed.D, CESE University President
	Hon. Jovencio L. Mayor, JR Municipal Mayor
Closing Remarks	Mr. Reinberg Gicole, MPA Chairman, Public Administration
Part 2	
Signing Proper	Partners and Witnesses
Photo Session and Documentation	Ms. Shiena Jeanne F. Liaga, Ms. Elaizel F. Forral Facilitator and Minuetes Staff

Prepared by:



Republic of the Philippines
ROMBLON STATE UNIVERSITY
Odiongan, Romblon
Tel No. (042) 567-5273

COLLEGE OF ARTS AND SCIENCES

RSU Vision

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RSU Mission

RSU shall nurture an academic environment that provides advanced education, higher technological and professional instruction and technical expertise in agriculture and fishery forestry, engineering and technology education, humanities, sciences and other relevant fields of study and collaborates with other institutions and consultants through responsive, relevant and research-based extension services.

Quality Policy

The Romblon State University commits to provide higher education through quality instruction, research, and community extension services that meet or exceed the requirements and expectations of the University's stakeholders. It will comply with the international standards, applicable statutory and regulatory requirements and continuously improve the Quality Management System's effectiveness through periodic monitoring and evaluation based on external

December 16, 2021

MERIAN P. CATAJAY-MANI, Ed.D., CESE
University President

Ma'am:

Romblon State University College of Arts and Sciences is continuously pursuing its efforts for excellence in our existing extension project in the municipality of Ferrol.

In line with this, may we request for a Travel Order, a service vehicle, and a driver for the Grand Launching of Ferrol Extension Project 1.

The scheduled travel is on **December 20, 2021 and December 21, 2021 at 6:00 am**. Attached is the list of the faculty to be included in the travel order.

Thank You and God Bless.

Prepared by:


MARK G. CALIMBO, DPA
Dean, College of Arts and Science

Noted by:



Republic of the Philippines
ROMBLON STATE UNIVERSITY
Odiongan, Romblon
Tel No. (042) 567-5273

COLLEGE OF ARTS AND SCIENCES

RSU Vision

A research-based academic institution committed to excellence and service in nurturing globally competitive graduates towards sustainable development.

RSU Mission

RSU shall pursue an academic environment that provides advanced education, higher technological and professional education and technical expertise in agriculture and fishery, forestry, engineering and technology education, humanities, sciences, and other relevant fields of study and collaborate with other institutions and communities through cooperative, consultative and research-based extension services.

Quality Policy

The Romblon State University commits to provide higher education through quality instruction, research and community extension services that meet or exceed the international standards.

List of Faculty to be included in the travel order:

1. ATTY. GLENN NIÑO M. SARTILLO
2. DR. MERIAN P. CATAJAY-MANI
3. DR. BILSHAN F. SERVAÑEZ
4. DR. ORFELINA INGCO-MANZO
5. DR. MARK G. CALIMBO
6. DR. ANDRES N. LUBID
7. MR. REINBERG A. GICOLE, MPA
8. MR. EMIL D. LIWANAG
9. MR. SALVADOR G. GASPAS
10. MR. GERALDO G. CANO, JR.
11. MR. EDMAR VENUS
12. MS. ALLEN JAMIO
13. MS. SHIENA JEANNE F. LLAGA
14. MS. SAVANNAH F. VERGARA
15. MS. JANE FERRANCULLO
16. MS. ANDREA D. FETALVER
17. MS. SHANE CASINTO
18. MS. SHIENA JEANNE LLAGA
19. MS. KLAIRE B. ESTILLOSO
20. MS. RHEA M. ARUCIO
21. MR. VANZ MOSHE FADERA
22. JAYVERD REY M. FEDERICO
23. MS. APRIL JOY FABELLA
24. MS. RACHEL LLORCA
25. MR. JOHN ROEDER F. LACHICA, MBA
26. MS. JACEL RUIZ MAGALLON FEGURASIN



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Odiongan, Romblon
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RSU Mission

RSU shall nurture an academic environment that provides advanced education, higher technological and professional education and technical expertise in agriculture and fishery, forestry, engineering and technology, education, humanities, sciences, and other relevant fields of study and collaborate with other institutions and communities through responsive, relevant and research-based extension services.

Quality Policy

The Rombion State University commits to provide higher education through quality instruction, research, and community extension services that meet or exceed the requirements and expectations of the

December 16, 2021

DR. BILSHAN F. SERVAÑEZ

VP for Research, Extension, Development and Innovation

Sir:

Warm Greetings!

Rombion State University College of Arts and Sciences is continuously pursuing its efforts with excellence in our existing extension project in the Municipality of Ferrol. This **BUGKOS** project represent the tie or the close bond between the academe, the Rombion State University and the Community. **BUGKOS** is an acronym given to the **B**ringing and **U**pholding **G**ood Governance through, **K**nowledge, **O**perations and **S**kills Enhancement program for barangay officials.

In line with this, we would like to invite you to give an inspirational message for the "Grand Launching of Ferrol Extension Project 1" scheduled this December 20-21, 2021. This grand launching aims to extend and materialize some of its faculty and student research findings.

We look forward for a positive response. Thank you and God bless you.



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ROMBLON STATE UNIVERSITY

Odiongan, Romblon
Tel No. (042) 567-5273

COLLEGE OF ARTS AND SCIENCES

RSU Vision

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RSU Mission

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Quality Policy

December 16, 2021

MERIAN P. CATAJAY-MANI, Ed.D., CESE
University President

Dear Madam President,

Warm Greetings!

Romblon State University College of Arts and Sciences is continuously pursuing its efforts with excellence in our existing extension project in the Municipality of Ferrol. This **BUGKOS** project represent the tie or the close bond between the academe, the Romblon State University and the Community. **BUGKOS** is an acronym given to the **B**ringing and **U**pholding **G**ood Governance through, **K**nowledge, **O**perations and **S**kills Enhancement program for barangay officials.

In line with this, we would like to invite you to give an inspirational message for the "Grand Launching of Ferrol Extension Project 1" scheduled this December 20-21, 2021. This grand launching aims to



Republic of the Philippines
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COLLEGE OF ARTS AND SCIENCES

RSU Vision

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RSU Mission

RSU shall nurture an academic environment that provides advanced education, higher technological and professional instruction and technical expertise in agriculture and fishery, forestry, engineering and technology, education, humanities, sciences, and other relevant fields of study and collaborate with other institutions and communities through research.

December 16, 2021

ATTY. GLENN NIÑO M. SARTILLO
Chief Administrative Officer

Sir:

Warm Greetings!

Romblon State University College of Arts and Sciences is continuously pursuing its efforts with excellence in our existing extension project in the Municipality of Ferrol. This **BUGKOS** project represent the tie or the close bond between the academia, the Romblon State University and the Community. **BUGKOS** is an acronym given to the **Bringing and Upholding Good Governance through Knowledge, Operations and Skills**.



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ROMBLON STATE UNIVERSITY
Odiongan, Romblon
Tel No. (042) 567-5273

COLLEGE OF ARTS AND SCIENCES

RSU Vision

A research-based academic institution committed to excellence and service in nurturing globally competitive workforce towards sustainable development.

RSU Mission

RSU shall nurture an academic environment that provides advanced education, higher technological and professional instruction and technical expertise in agriculture and fishery, forestry, engineering and technology, education, humanities, sciences and social sciences.

December 16, 2021

ANDRES N. LUBID, Ph.D.
Executive Assistant of the President
Romblon State University

Sir:

Warm Greetings!

Romblon State University - College of Arts and Sciences is continuously pursuing its efforts with excellence in our existing extension project in the Municipality of Ferrol. This **BUGKOB** project represents the tie or the close



Republic of the Philippines
ROMBLON STATE UNIVERSITY

COLLEGE OF ARTS AND SCIENCES

RSU Vision

A research-based academic
institute committed to excellence
and service in nurturing globally
competitive workforce - towards
sustainable development

November 18, 2021



Republic of the Philippines
ROMBLON STATE UNIVERSITY

COLLEGE OF ARTS AND SCIENCES

RSU Vision

A research-based academic

M. A. 19. 2021



Republic of the Philippines
ROMBLON STATE UNIVERSITY

COLLEGE OF ARTS AND SCIENCES

RSU Vision

A research-based academic institution committed to excellence and service in nurturing globally competitive workforce towards sustainable development.

RSU Mission

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Quality Policy

The Romblon State University commits to provide higher education through quality instruction, research, and community extension services that meet or exceed the requirements and expectations of the University's stakeholders. It will comply with the international standards, applicable statutory and regulatory requirements and continuously improve the Quality Management System's effectiveness through periodic monitoring and evaluation toward sustained remarkable outcomes.

Core Values

STEWARDSHIP
COMPETENCE
RESILIENCE
INTEGRITY
BALANCE
EXCCELLENCE
SERVICE

These core values serve as our guiding principle in our efforts to make **ROMBLON STATE**

November 19, 2021

HON. NOLI G. MUYARGAS

Municipal Planning and Development Coordinator

Sir:

Greetings of peace and prosperity!

The College of Arts and Science, Romblon State University is continuing to put in its best efforts and achieve excellence in our current extension project in your town. May we request a courtesy visit to your Municipal Office on November 24, 2021 at 2:00 p.m. for a presentation of our proposal and discussion of additional Ferrol LGU policies, partnerships, rules, and requirements?

Sir Reinberg C. Gicole, MPA, Chairman of the Public Administration, and Dr. Mark G. Calimbo, Dean of the College of Arts and Science, are accompanying me on this courtesy visit.

We're excited about the improvements we'll be able to make in your community with our partnership. Let us continue to serve the Lord and our People.

Thank You and God Bless.

Prepared by:

JOHN ROEDER F. LACHICA, MBA

Extension Coordinator, CAS

Romblon State University



Republic of the Philippines
ROMBLON STATE UNIVERSITY

COLLEGE OF ARTS AND SCIENCES

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Core Values

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C
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I
B
E
S

November 18, 2021

HON. ARTUR M. MUROS
Municipal Administrator

Sir:

Greetings of peace and prosperity!

The College of Arts and Science, Romblon State University is continuing to put in its best efforts and achieve excellence in our current extension project in your town. May we request a courtesy visit to your Municipal Office on November 19, 2021 at 9:00 a.m. for a presentation of our proposal and discussion of additional Ferrol LGU policies, partnerships, rules, and requirements?

Sir Reinberg C. Gicole, MPA, Chairman of the Public Administration, and Dr. Mark G. Calimbo, Dean of the College of Arts and Science, are accompanying me on this courtesy visit.

We're excited about the improvements we'll be able to make in your community with our partnership. Let us continue to serve the Lord and our People.

Thank You and God Bless.

Prepared by:

JOHN ROEDER F. LACHICA, MBA



Republic of the Philippines
ROMBLON STATE UNIVERSITY

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Core Values

Service

November 19, 2021

HON. NOLI G. MUYARGAS

Municipal Planning and Development Coordinator

Sir:

Greetings of peace and prosperity!

The College of Arts and Science, Romblon State University is continuing to put in its best efforts and achieve excellence in our current extension project in your town. May we request a courtesy visit to your Municipal Office on **November 24, 2021 at 2:00 p.m.** for a presentation of our proposal and discussion of additional Ferrol LGU policies, partnerships, rules, and requirements?

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Thank You and God Bless.



Republic of the Philippines
ROMBLON STATE UNIVERSITY

Odiongan, Romblon
Tel No. (042) 567-5273

COLLEGE OF ARTS AND SCIENCES

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A research-based academic institution committed to excellence and service in pursuing globally competitive workforce towards sustainable development.

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Core Values

Service
Competence
Resilience
Integrity
Balance
Excellence
Sincerity

These core values serve as our guiding principle in our efforts to make ROMBLON STATE UNIVERSITY a recognized HEI in the region and beyond.

April 21, 2022

JEOMAR F. MANZO, DPA

Director, St. Maria Campus
Romblon State University

Sir,

Greetings of peace and prosperity!

The College of Arts and Sciences, Romblon State University, continues to put in its best efforts to serve with honor and excellence. In fulfillment with our ongoing extension program, may we ask for your precious time and invite you to be one of our resource-speaker with regards to the program topic: "Parliamentary Procedure." We know that you can contribute significantly in this extension program.

This program will be implemented on April 25, 2022 at Ferrol Municipal Covered Court, Ferrol, Romblon. We are hoping for your kind cooperation. God bless you!

Respectfully yours,

JOHN ROEDER F. LACHICA, MBA
Extension Coordinator, College of Arts and Sciences

Noted by:

MARK G. CALIMBO, DPA
Dean, College of Arts and Sciences

Serving with Honor and Excellence!



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Core Values

Service
Commitment
Respect
Integrity
Balance
Excellence
Sincerity

These core values serve as our guiding principle in our efforts to make ROMBLON STATE UNIVERSITY a recognized HSI in the region and beyond.

April 21, 2022

CAROLYN D. FETALVER

Director, Gender and Development
Romblon State University

Madam,

Greetings of peace and prosperity!

The College of Arts and Sciences, Romblon State University, continues to put in its best efforts to serve our students with honor and excellence. In fulfillment with our ongoing extension program, may we ask for your precious time and invite you to be one of our resource speaker with regards to the program: "Gender and Development." We know that you can contribute significantly in this extension program, especially in raising gender awareness.

This program will be implemented on April 28, 2022 at Ferrol Municipal Covered Court, Ferrol, Romblon. We are hoping for your kind cooperation. God bless you!

Respectfully yours,

JOHN ROEDER F. LACHICA, MBA
Extension Coordinator, College of Arts and Sciences

Noted by:

MARK G. CALIMBO, DPA
Dean, College of Arts and Sciences

ROMBLON STATE UNIVERSITY
RECEIVED

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COLLEGE OF ARTS AND SCIENCES

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CONFERENCE
RESILIENCE
INTEGRITY
BALANCE
EXCELLENCE
SERVICE

These core values serve as our guiding principle in our efforts to make ROMBLON STATE UNIVERSITY a recognized HEI in the region and beyond.

April 21, 2022

JULIO R.T. CHAVEZ, Ph.D.

Dean, College of Agriculture, Fisheries and Forestry
Romblon State University

Sir,

Greetings of peace and prosperity!

The College of Arts and Sciences, Romblon State University, continues to put in its best efforts to serve our students with honor and excellence. In fulfillment with our ongoing extension program, may we ask for your precious time and invite you to be one of our resource speaker with regards to the program: **"Environmental Protection: Through Innovation and Development."** We know that you can contribute significantly in this extension program.

This program will be implemented on April 26, 2022 at Ferrol Municipal Covered Court, Ferrol, Romblon. We are hoping for your kind cooperation. God bless you!

Respectfully yours,

JOHN ROEDER F. LACHICA, MBA
Extension Coordinator, College of Arts and Sciences

Noted by:

MARK G. CALIMBO, DPA
Dean, College of Arts and Sciences





COLLEGE OF ARTS AND SCIENCES

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Core Values

- STEWARDSHIP
- COMPETENCE
- RESILIENCE
- LITERACY
- BALANCE
- EXCELLENCE
- SERVICE

These core values serve as our guiding principle in our efforts to make ROMBLON STATE UNIVERSITY a recognized HEI in the region and beyond.

April 18, 2022

MAXIMO C. LANDRITO, PENR
Officer, DENR PENRO Rombion
Tabin-Dagat, Odiongan, Rombion



Sir:

Greetings of peace and prosperity!

The College of Arts and Sciences, Rombion State University is continuing to put in its best efforts to serve our students with honor and excellence. In fulfillment with our ongoing extension program, may we ask your precious time and invite you to be one of our resource speaker with regards to the program: "Environmental Protection." We know that you can contribute significantly in this extension program, especially in the legal aspect in protecting our environment.

This program will be implemented on April 26, 2022 at Ferrol Municipal Covered Court, Ferrol, Rombion. We are hoping for your kind cooperation. God bless you!

Respectfully yours,

JOHN ROEDER F. LACHICA, MBA
Extension Coordinator,
College of Arts and Sciences
Rombion State University

Travel Orders



ROMBLON STATE UNIVERSITY

Odongon, Romblon

Tel No.: (042) 567-3273 / Email: romblonstateu@gmail.com

URL:

OFFICE OF THE UNIVERSITY PRESIDENT

TRAVEL ORDER

No. 302, s. 2021

TO : DR. MARK G. CALIMBO
MR. JOHN ROEDER F. LACHICA
MR. REINBERG A GICOLE
MR. RAF N. YAP
This University

DATE : November 22, 2021

You are hereby authorized to travel on **Official Business** to Ferrol, Romblon on **November 24, 2021** for the presentation of extension project and courtesy visit to the Local Chief Executive of the municipality of Ferrol, Hon. Jovencio L. Mayor, Jr.

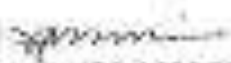
Mr. Raf N. Yap is assigned to drive the MITSUBISHI PAJERO-RED University service vehicle with Plate No. SFK573.

You are further advised to observe the safety precautionary measures of DOH such as proper social distancing and other hygienic measures while on transit.

Services of the driver beyond office hours will be compensated as overtime pay which shall be supported and justified by the corresponding Trip Ticket.

Expenses incident to this travel shall be charged against University funds subject to the usual accounting and auditing rules and regulations.

Please be guided accordingly.


MERIAN P. CATAJAY-MANI, Ed.D., CESE
University President



ROMBLON STATE UNIVERSITY

Olongan, Romblon

Tel No.: (042) 567-5273 / Email: romblonstatov@gmail.com

URL:

OFFICE OF THE UNIVERSITY PRESIDENT

TRAVEL ORDER

No. 339, s. 2021

TO : DR. MARK G. CALIMBO
MR. JOHN ROEDER F. LACHICA
MR. REINBERG A GICOLE
DR. ORFELINA I. MANZO
MS. SHIENA JEANNE F. LLAGA
MR. RAYMUND F. MANLIGUEZ
This University

DATE : December 9, 2021

In relation to the extension project of the College of Arts and Sciences (CAS) in the municipality of Ferrol, Romblon, you are hereby authorized to travel on **Official Business** to Ferrol, Romblon on **December 10, 2021 (Friday)** for the signing of Memorandum of Agreement (MOA).

Moreover, Mr. Raymund F. Manliguez is assigned to drive the TOYOTA REVO-GREEN University service vehicle with Plate No. SFG773.

You are further advised to observe the safety precautionary measures of DOH such as proper social distancing and other hygienic measures while on transit.

Services of the driver beyond office hours will be compensated as overtime pay which shall be supported and justified by the corresponding Trip Ticket.

Expenses incident to this travel shall be charged against **approved extension fund** subject to the usual accounting and auditing rules and regulations.

Please be guided accordingly.


MERIAN P. CATAJAY-MANI, Ed.D., CESE



ROMBLON STATE UNIVERSITY

Odiongan, Romblon

Tel No.: (042) 567-5273 / Email: romblonstateu@gmail.com

URL: www.rsu.edu.ph

OFFICE OF THE UNIVERSITY PRESIDENT

TRAVEL ORDER

No. 347, s. 2021

TO : ALL CONCERED CAS FACULTY MEMBERS (See attached list)
DR. ANDRES N. LUBID
MR. RAYMUND F. MANLIGUEZ
This University

DATE : December 18, 2021

You are hereby authorized to travel to the municipality of Ferrol, Romblon on December 20 – 21, 2021 for the Grand Launching of the Ferrol Extension Project 1.

Moreover, Mr. Raymund F. Manliguez is assigned to drive the TOYOTA REVO-GREEN University service vehicle with Plate No. SFG773.

You are further advised to observe the safety precautionary measures of DOH such as proper social distancing and other hygienic measures while on transit.

Services of the driver beyond office hours will be compensated as overtime pay which shall be supported and justified by the corresponding Trip Ticket.

Expenses incident to this travel shall be charged against approved extension fund subject to the usual accounting and auditing rules and regulations.

Please be guided accordingly.


MEDIANO CATAJAY MANIL Ed.D. CSE



ROMBLON STATE UNIVERSITY
Odiangan, Romblon



MOTORPOOL UNIT

VEHICLES REQUEST FORM

Date: April 22, 2022

Name: John Roeder F. Lachica

Unit / College / Institute: CAS

Date of Travel: April 25-26, 2022

Type/Kind of Vehicle Needed: _____

No. of Persons who will use the Vehicle: 38

Purpose of Travel: CAS Extension Program (Project 2 and 3)

REMARKS:

- APPROVED
- DISAPPROVED

Vehicle to use: JEEP-VFB 219 and TOYOTA SEVO-VFG 773

Name of Driver: EDGAR FERRANCULLO

NOTE: _____

^{M-D}
MICHAEL C. TAMAYO
Head, Motorpool

MTP-001-0

VRFNO.: _____



ROMBLON STATE UNIVERSITY
OFFICE OF THE UNIVERSITY PRESIDENT

2/F Admin Building, RSE Main Campus, Ilogong, Odiongan, Romblon 5501
Telephone: (042) 567 3273 or Teletax: (042) 567 3339
Email: romblonstateu@gmail.com
Website: rso.edu.ph



Management System
ISO 9001:2015



TRAVEL ORDER

No. 157, s. 2022

TO : **ALL CONCERNED** (See attached list)
This University


DATE : **April 22, 2022**

In relation to BUGKOS Extension Program in the municipality of Ferrol, Romblon of the College of Arts and Sciences (CAS), you are hereby authorized to travel to **Ferrol, Romblon** on **April 25 and 26, 2022 (Monday and Tuesday)** for the implementation of **Ferrol Extension Project 2 (Governance Operation and Skills Enhancement)** and **Ferrol Extension Project 3 (Advocacy on Gender and Development and Environmental Protection)** respectively.

You are further advised to observe the safety precautionary measures of DOH such as proper social distancing and other hygienic measures while on transit.

Expenses incident to this travel shall be charged against **approved extension fund** subject to the usual accounting and auditing rules and regulations.

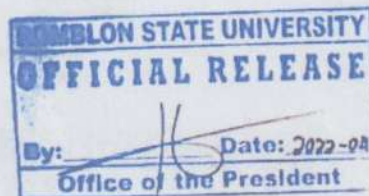
Please be guided accordingly.


MERIAN P. CATAJAY-MANI, Ed.D., CESE
University President

Copy furnished:

Chief Admin. Officer
Accountant
Budget Officer
Personnel Office
Resident Auditor
Records Officer
File

2022/OP/MPCM/hfd





TRAVEL ORDER

No. 158, s. 2022

TO : **MR. DIONE F. FERRANCULLO**
 Administrative Aide III/Driver

MR. EDGAR C. FERRANCULLO
 Staff, General Services
 This University

DATE : **April 22, 2022**

You are hereby authorized to drive the University service vehicle assigned to you on **April 25 and 26, 2022 (Monday and Tuesday)** for the faculty members and staff who will implement **BUGKOS Extension Program** of the College of Arts and Sciences (CAS) at **Ferrol, Romblon**.


DRIVER	ASSIGNED VEHICLE
Dione F. Ferrancullo	JEEP
Edgar C. Ferrancullo	TAMARAW FX-WHITE

You are further advised to observe the safety precautionary measures of DOH such as proper social distancing and other hygienic measures while on transit.

Services beyond office hours will be compensated as overtime pay which shall be supported and justified by the corresponding Trip Ticket.

Expenses incident to this travel shall be charged against University funds subject to the usual accounting and auditing rules and regulations.

Please be guided accordingly.



MERIAN P. CATAJAY-MANI, Ed.D., CESE
 University President

Copy furnished:

- Chief Admin. Officer
- Accountant
- Budget Officer
- Personnel Office
- Resident Auditor
- Records Officer
- File

2022/OPMPCM/hfd

ROMBLON STATE UNIVERSITY
OFFICIAL RELEASE

By:  Date: 2022-04-22



Republic of the Philippines
ROMBLON STATE UNIVERSITY
Odiongan, Romblon
Tel No. (042) 567-5273

COLLEGE OF ARTS AND SCIENCES

RSU Vision

A research-based academic institution committed to excellence and service in nurturing globally competitive workforce towards sustainable development.

RSU Mission

RSU shall nurture an academic environment that provides advanced education, higher technological and professional instruction and technical expertise in agriculture and fishery, forestry, engineering and technology, education, humanities, sciences, and other relevant fields of study and collaborate with other institutions and communities through responsive, relevant and research-based extension services.

Quality Policy

The Romblon State University commits to provide higher education through quality instruction, research, and community extension services that meet or exceed the requirements and expectations of the University's stakeholders. It will comply with the international standards, applicable statutory and regulatory requirements and continually improve the Quality Management System's effectiveness through periodic monitoring and evaluation toward sustained remarkable outcomes.

Core Values

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These core values serve as our guiding principle in our efforts to make ROMBLON STATE UNIVERSITY a recognized HEI in the region and beyond.

April 21, 2022

MERIAN P. CATAJAY-MANI, Ed.D., CESE
University President

Ma'am:

Warmest greetings from CAS!

In line with our **BUGKOS Extension Program** in the Municipality of Ferrol, may we request for a Travel Order, a service vehicle, and a driver for implementation of **Ferrol Extension Project 2 (Governance Operation and Skills Enhancement)** and **Ferrol Extension Project 3 (Advocacy on Gender and Development and Environmental Protection)** at Ferrol, Romblon.

Our scheduled activity is on April 25-26, 2022 and the following are the requested faculty members, Extension Personnel and selected students from AB Political Science to be included in the Travel Order:

PROJECT 2 (April 25, 2022)

1. JACEL RUZ F. GAN / ELAIZEL FORNAL
2. NICK MAGBANUA
3. JULYSESSE F. LLACER
4. JOHN ROEDER F. LACHICA, MBA
5. JOEMAR F. MANZO, DPA
6. REINBERG A. GICOLE, MPA
7. MARIEL M. GAGARIN, Ph.D
8. KLAIRE B. ESTILLOSO
9. EMIL D. LIWANAG
10. VANESA B. DUNGOG
11. RANALYN G. SALVADOR
12. JOHN LESTER F. MANGAO
13. WENADEL JOY M. ATILANO
14. WEDELYN FAITH M. ATILANO
15. SAVANNAH F. VERGARA
16. GERALDO G. CANO JR.
17. SHANE F. CASINTO
18. KAZHEL JOY M. TUMBOKON
19. SHAIRA CASSANDRA R. MARIVELES
20. RHEA M. ARUCIO
21. JAYVERD REY M. FEDERICO
22. ANECILYN F. OCAMPO
23. EDMAR VENUS JR.
24. DARIO GONZALES

Serving with Honor and Excellence!

Memorandum of Agreement

KNOW BY ALL MEN BY THESE PRESENTS:

This Memorandum of Agreement, made and entered into by and between the Romblon State University, a state-funded university of the Republic of the Philippines, with principal office at Liwanag, Odiongan, Romblon represented in this agreement by its University President, **MERIAN P. CATAJAY-MANI, Ed.D., CESE** hereinafter referred to as the "**FIRST PARTY**;"

-and-

The Municipal Government of Ferrol, Province of Romblon, located in Ferrol, Romblon, hereinafter represented by its Municipal Mayor, **HON. JOVENCIO L. MAYOR, JR.**, hereinafter referred to as the "**SECOND PARTY**."

WITNESSETH:

WHEREAS, the **FIRST PARTY** has its vision statement as follows: "A research-based academic institution committed to excellence and service in nurturing globally competitive workforce towards sustainable development;"

WHEREAS, part of the **FIRST PARTY**'s ten-point agenda is to pursue excellence in instruction, research, and extension;

WHEREAS, in relation to its extension function, the **FIRST PARTY** shall implement and coordinate programs of the University which shall serve as an instrument of social responsibilities and agent of change to uplift the quality of life of partner communities for the development, expose its faculty, staff and students to social realities, and develop a deep sense of social consciousness, voluntarism and community involvement.

WHEREAS, the **SECOND PARTY** agreed to collaborate with the **FIRST PARTY** recognizing the role of the University and welcomes any programs/services brought by the University through its different units and colleges.

WHEREAS, the **SECOND PARTY** is willing to provide necessary support and cooperation for the good of its constituencies.

NOW, THEREFORE, for and in consideration of the foregoing premises and of the covenants hereinafter set forth, the Parties here to have agreed on the terms and references and working relationships, as follows:

I. PROGRAMS AND SERVICES

This undertaking shall be for the implementation of the College of Arts and Sciences Extension program and services in barangays where students of the college are residing.

Program

Services

BUGKOS -
Bringing and Upholding Good Governance through Knowledge, Operations, and Skills Enhancement Program

1. Conduct seminars on good governance (efficient and effective governance, transparency, rule of law and citizen's participation);
2. Conduct training workshop in parliamentary procedure;
3. Conduct seminar and training workshop in crafting resolutions and ordinances;
4. Conduct awareness advocacy on gender and development; and
5. Conduct seminar in environmental awareness and protection (river protection and mangrove forest protection and rehabilitation).

II. PROJECT OBJECTIVES

- To establish links between the **FIRST PARTY** and its stakeholders especially the Local Government Units;
- Conduct capacity building by enhancing their knowledge in good governance;
- To enhance the skills of governance operations and skills as to parliamentary rules and procedures;
- To enhance the skills of Barangay Officials in crafting resolutions and ordinances;
- To enhance the awareness of Barangay Officials in gender and development; and
- To enhance the officials' knowledge in environmental protection and rehabilitation.

III. ROLE OF COOPERATING PARTIES

1. Role of the **FIRST PARTY**:

- a. After the conduct of the extension project will deploy experts to do community studies, and identify needs, problems and issues related to the project, for sustainability;
- b. Provide such services within the expertise of the College of Arts and Sciences of the University and as expressed and needed by the community;
- c. Make available the resources of the **FIRST PARTY** needed for project implementation, monitoring and evaluation as well as those that could help create awareness on the status of the project to the general project; and
- d. Ensure compliance with COVID-19 health protocols.

2. Role of the **SECOND PARTY**:

- a. Provide necessary assistance;
- b. Assist the Romblon State University faculty and staff while they are in the community conducting activities related to the undertaking;
- c. Assign/detail a contact person in the area, whom the University can go for the consultation regarding to the project;
- d. Make available the resources of the Barangay LGU in the conduct of the activity; and
- e. Ensure compliance with COVID-19 health protocols.

IV. EFFECTIVITY

This agreement shall take effect immediately upon signing and shall be terminated upon completion of this program unless otherwise sooner terminated upon mutual consent of both Parties.

V. DISPUTE RESOLUTION

The Parties agreed that any conflict, controversies, issues or disputes which may arise within or during the affectivity of this Agreement shall in their best efforts, try to settle the same among themselves.

VI. SEPARABILITY

If any provision or part of this Agreement shall be declared invalid or unenforceable by competent courts, the validity and enforceability of the other provisions or parts hereof shall not be affected or impaired.

In the event that any provision or part of this Agreement is declared invalid in accordance with the preceding paragraph above, the Parties shall meet in good faith to agree, to the fullest extent allowed by law, on a substitute provision that most closely approximates the intention contained in the invalid provisions, and amend this Agreement accordingly.

VII. AMENDMENT

The Parties hereto may, upon consent, amend or modify this agreement by or through an addendum signed by the Parties.

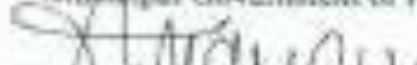
IN WITNESS, WHEREOF, the Parties hereto have caused these presents to be signed by their respective representative this _____ day of _____, 2021 in Odiongan, Romblon.

Romblon State University



**MERIAN P. CATAJAY - MANI, Ed.D.,
CSE**
University President

Municipal Government of Ferrol



HON. JOVENCIO E. MAYOR, JR.
Municipal Mayor, Ferrol Romblon

Witnessed By:



MARK G. CALIMBO, DPA
Dean, College of Arts and Sciences



HON. ARTURO M. MUROS
Municipal Administrator, Ferrol Romblon

ACKNOWLEDGMENT

REPUBLIC OF THE PHILIPPINES) s.s.
Province of Romblon)

BEFORE ME, Notary Public, for and in Odiongan, Romblon, this 10th day of December, 2021, personally appeared the following

I.D. No.

1. Merian P. Catajay-Mani, Ed.D, CESE _____
2. Hon. Jovencio L. Mayor Jr. _____ 001

known to me to be the same persons who executed the foregoing instrument and acknowledged to me that the same is their free act and voluntary deed.

WITNESS MY HAND AND SEAL on the day and at the place first above written.

Notary Public

Doc. No. 82
Page No. 15
Book No. 1
Series of 2021


ATTY. GLENN NIÑO S. SARMILLO
Notary Public, with jurisdiction over
the Province of Odiongan, Romblon
Commission No. 001199-001
Exp. 11 November 2022
OFFICE: CANTON DE JESU, 2015 Malabon, Odiongan,
Romblon, 5209, Philippines
Mobile: 0917-999-7911
E-mail: gnsarmillo@odiongan.gov.ph




Project 1 Attendance



Romblon State University
College of Arts and Sciences
Odiongan, Romblon



BUGKOS: RSU-CAS Extension Project 1 (Academe and LGU-Ferrol Partnership)

(December 21, 2021)

Attendance: Afternoon

Name	Address	Contact Details	Designation	Signature
1. Leonardo C. Campos	Bonsoran		BUPA/RES.	
2. Ruben B. Gagnus	Tubigon	09707030461	SK Sec	
3. JO-Ann R. Macaligang	Tubigon	09268921838	SK Chairperson	
4. Alicia A. Gregorio	Tubigon	095546178998	SK Kagawad	
5. AR-JAY A. ANDRES	Bonsoran	09073232452	SK Chairperson	
6. Hubert John Espino	Bonsoran	09126605215	SK Treasurer	
7. Lea Jean F. Joseph	Hinag-oman	09270180574	SK Secretary	
8. Rhodora D. Lucero	Hinag-oman	09063925563	SK Kagawad	
9. Maristella Kay Argon	Hinag-oman	0948140125	SK Treasurer	



Romblon State University
College of Arts and Sciences
Odiongan, Romblon



**BUGKOS: RSU-CAS Extension Project 1 (Academe and LGU-Ferrol
Partnership**

(December 20, 2021)

Attendance:

AM

Name	Address	Contact Details	Designation	Signature
① PRIMO G. SOLEDAD	AGROKURU		PRGY. KAGAWAL	
② Linares F. Mago	AGROKURU	0907994557	PRGY. KAGAWAL	
③ ALFREDO A. VILLORES	POBLACION	07380172011	PRGY. KAGAWAL	
④ Edurn Bulon	AGROKURU		PRGY. KAGAWAL	
⑤ Federico Vana Mastro	Odiongan	09060340768		
⑥ EMILY A. DELACRUZ	POBLACION	09389877859	PRGY. KAGAWAL	



Romblon State University
College of Arts and Sciences
Odiongan, Romblon



**BUGKOS: RSU-CAS Extension Project 1 (Academe and LGU-Ferrol
Partnership**

(December 20, 2021)

Attendance:

AM

Name	Address	Contact Details	Designation	Signature
1. Pilar T. Francisco	Brgy. Tubigon	09508784959	Brgy. Secretary	
2. ZOSIMO G. LLORCA	Brgy. Tubigon	09508784959	PUNONG BRGY	
3. BARRY G. CASTILLO	"		kagawad	
4. ERWIN S. LLORCA	"		"	



Romblon State University
College of Arts and Sciences
Odiongan, Romblon



BUGKOS: RSU-CAS Extension Project 1 (Academe and LGU-Ferrol Partnership)

(December 21, 2021)

Attendance: Afternoon

Name	Address	Contact Details	Designation	Signature
1. EDOMASEPO C. COMBAS	Poblacion		BUPA/RSU	[Signature]
2. [Handwritten Name]	Poblacion	09612217654	Techn. Field	[Signature]
3. Redm B. Gagnis	Tubigon	09767030461	SK Sec	[Signature]
4. JO-ANN R. Mardunang	Tubigon	09268921838	SK Chairperson	[Signature]
5. Alicia A. Gregorio	Tubigon	09554618998	SK Kagawad	[Signature]
6. AD-JAY A. ANDRES	[Handwritten]	09073232452	SK Chairperson	[Signature]
7. Hubert John [Handwritten]	Bungoran	09126605215	SK Treasurer	[Signature]
8. Lea Jean F. Joseph	Hinag-oman	09370189574	SK Secretary	[Signature]
9. Rhodora D. Lucero	Hinag-oman	09069925563	SK Kagawad	[Signature]
10. Maristella Kay Agan	Hinag-oman	0948140125	SK Treasurer	[Signature]
11. MIRASOL S. GADO	HINAG-OMAN	09122954920	SK CHAIRPERSON	[Signature]
12. CHRISTINE F. MEGUELLO	FEOTO	09153475636	SK TREASURER	[Signature]
13. Eron F. [Handwritten]	FEOTO	09275522913	SK Chairman	[Signature]
14. ARILUPO P. [Handwritten]	Poblacion	09661493603	SK CHAIRPERSON	[Signature]
15. Mark Eugene Royo	Poblacion	09636294293	SK Treasurer	[Signature]
16. John Albert Tan	Poblacion	09472480799	SK Kagawad	[Signature]
17. Ray Ann Paratnog	Poblacion	09801964195	SK Kagawad	[Signature]
18. Ma. Zemy Romero	Poblacion	09205593936	SK Kagawad	[Signature]
19. Jerome Gump	Tubigon	09201542126	SK Kagawad	[Signature]
20. Rachel E. Loren	CAS-RSU	09155451410	CAS	[Signature]
21. Melchor S. Pufon	RSU - ICJE	09608928083	Secretary	[Signature]
22. Raymond Mantiguer	RSU Driver	09994986467	Driver	[Signature]
23. RAF N YAP	RSU	09212435603	DRIVER	[Signature]
24. Andrea Leigh D. Fejafer	RSU		CAS	[Signature]
25. Edmar G. Venuz Jr.	RSU		CAS	[Signature]
26. Jao G. [Handwritten]	RSU	0990043269	CAS	[Signature]
27. [Handwritten Name]	RSU		CAS	[Signature]
28. FEDERICO J.R.	RSU		CAS	[Signature]
29. VANZ [Handwritten]	RSU		CAS	[Signature]
30. ALDWIN TANIAYO	DAPEWAN	09994726244	SCU	[Signature]



Romblon State University
College of Arts and Sciences
Odiongan, Romblon



BUGKOS: RSU-CAS Extension Project 1 (Academe and LGU-Ferrol Partnership)

(December 20, 2021)

Attendance:

PM

Name	Address	Contact Details	Designation	Signature
1. PANFILO F. PATNON, JR	AGUACANON	09126027722	P. B	[Signature]
2. SIDDO K. VICORIANO, JR	RECTOR	09263092414	HEADQUARTER	[Signature]
3. ERWIN G. LLORCA	TUBIGON		"	[Signature]
4. ZOSTHO G. HERERA II	TUBIGON	09950528113	P-B	[Signature]
5. POOL TO PANG	C.M. - Tubig		P-B	[Signature]
6. CHRISTINE LL. GERVACIO	TUBIGON	09074010015	KAGAWAD	[Signature]
7. MAUEL H. RAFAEL	"		"	[Signature]
8. EMILIO A. PATSICIO	HINAGANON	09196964159	Kagawad	[Signature]
9. MERLINDA C. GALARDO	BUNSORAN	09387200924	BRG. SECRETARY	[Signature]
10. VICENTA A. SABILLO	BUNSORAN	09095394279	KAGAWAD	[Signature]
11. MAYORIE F. GODO	BUNSORAN	09706604100	Brgy Kag.	[Signature]
12. LUNINGNING C. MGHINA	BUNSORAN	09508076799	Treasurer	[Signature]
13. AURORA L. FONTANILLAS	C.M. PECTO	09275534413	Brgy. Kagawad	[Signature]
14. MICHAEL I. SANCHEZ	C.M. PECTO	09288673148	Brgy. Kagawad	[Signature]
15. DICKY S. FARRAJIBA	C.M. PECTO		Brgy. Kagawad	[Signature]
16. EMILY A. DELA CRUZ	POBLACION	09389877859	Brgy. Kagawad	[Signature]
17. TEODORO R. GELINDA	POBLACION	09302484847	Brgy. Kagawad	[Signature]
18. PILGRIM D. DOMINANT	POBLACION	0951144792	KAGAWAD	[Signature]
19. LARRY R. TAMAYO	AGUACANON	09503607771	Kagawad	[Signature]
20. JASMIN G. MONTEDALON	AGUACANON	09511939315	Kagawad	[Signature]
21. PRIMO G. SOLERAO II	AGUACANON		BRGY. KAGAWAD	[Signature]
22. ROGER M. MONTANO	BUNSORAN		PLWD PLWD FEDERATION	[Signature]
23. PANFILO F. PATNON, JR	AGUACANON	09126027722	P.B B664	[Signature]
24. JENNIFER CONTRA	AGUACANON	091807136298	BRG. SEC	[Signature]
25. EDWIN G. BULAN	AGUACANON	091958200215	Brgy Kagawad	[Signature]
26. ANZELITO H. CONTRA	AGUACANON	09126613573	Brgy Kagawad	[Signature]
27. WILSON G. GARCIA II	AGUACANON	0950216692	CL. CHAIRMAN	[Signature]
28. LINO F. TOYLO	RECTOR	09387263192	Kagawad	[Signature]
29. M. CHITMAN	BUNSORAN		RMU-CAS	[Signature]
30. NOLIE MURRAY	BUNSORAN	0965374742	MSO/MSO	[Signature]
31. RHEA M. ANIJO	CAS	09506087182	CAS Lecturer	[Signature]
32. ANDREA LEIGH FETAWEL	CAS	0915300164	LECTURER	[Signature]
33. EDMAR VENUS JR.	CAS	096-	CAS	[Signature]
34. CLAIRE ESTILLOS	P. Este	09364500264	CAS	[Signature]
35. SALVADOR GASPAR	TUBIGON	09079237453	LECTURER	[Signature]
36. FADWA VAN MACHE	BUNSORAN	09860340768	Lecturer	[Signature]
37. FERERCO, JUAN PABLO	PATAGON	09182927912	LECTURER	[Signature]
38. SARAHAN VERGARA	CAS		CAS UT	[Signature]

**Project 2 and 3:
Attendance of Beneficiaries**



BUGKOS: RSU-CAS Extension Project 2 (Academe and LGU-Ferrol Partnership)

(April 25, 2021)

Attendance: *Nearing*

	Name	Address	Contact Details	Designation	Signature
1.	<i>Eduardo Francisco</i>	<i>Tubigon</i>		<i>Brgy. Sec.</i>	<i>[Signature]</i>
2.	<i>FRANK G. SOLEDAD II</i>	<i>ACACEX POC</i>		<i>BKGY. KAGAWAD</i>	<i>[Signature]</i>
3.	<i>PIGER JAMILENTE</i>			<i>Brgy. Kagawad</i>	<i>[Signature]</i>
4.	<i>ALFREDO VILLONIS</i>			<i>Brgy. Kagawad</i>	<i>[Signature]</i>
5.	<i>LOKIE B. MEZA</i>	<i>Poblacion</i>	<i>0926906673</i>	<i>Brgy. Treasurer</i>	<i>[Signature]</i>
6.	<i>DAVID S. PRADO</i>			<i>Brgy. Kagawad</i>	<i>[Signature]</i>
7.	<i>Jay G. Tamayo</i>	<i>Agroanoc</i>		<i>Brgy. Kagawad</i>	<i>[Signature]</i>
8.	<i>Margie C. Franch</i>	<i>C.M. Recto</i>	<i>09187726152</i>	<i>Brgy. Secretary</i>	<i>[Signature]</i>
9.	<i>EMILY A. DRA CRUZ</i>	<i>POBLACION</i>	<i>09389877859</i>	<i>Brgy. Kagawad</i>	<i>[Signature]</i>
10.	<i>Lino F. Poyco</i>	<i>Recto</i>	<i>09387263192</i>	<i>Brgy. Kagawad</i>	<i>[Signature]</i>
11.	<i>Pablo S. Inuach</i>	<i>Poblacion</i>		<i>Brgy. Kagawad</i>	<i>[Signature]</i>
12.	<i>Teddif R. Galinde</i>	<i>Poblacion</i>		<i>Brgy. Kagawad</i>	<i>[Signature]</i>
13.	<i>MICHAEL I. SANCHEZ</i>	<i>RECTO</i>	<i>09288673148</i>	<i>Brgy. Kagawad</i>	<i>[Signature]</i>
14.	<i>PILAR T. FRANCISCO</i>	<i>TUBIGON</i>	<i>09508784957</i>	<i>Brgy. Secretary</i>	<i>[Signature]</i>
15.	<i>MIRASOL C. GADU</i>	<i>HINAGUMAN</i>	<i>09127751920</i>	<i>SK Chairman</i>	<i>[Signature]</i>
16.	<i>SHIELA A. GLOSA</i>	<i>HINAGUMAN</i>	<i>09215025771</i>	<i>Brgy. Sec.</i>	<i>[Signature]</i>
17.	<i>ROVEL TENOSO</i>	<i>HINAGUMAN</i>	<i>09444339606</i>	<i>Brgy. SEC</i>	<i>[Signature]</i>
18.	<i>LORETO B. PENILIAR</i>	<i>POBLACION</i>	<i>09061303956</i>	<i>KAGAWAD</i>	<i>[Signature]</i>
19.	<i>LOUIE P. ANIGAN</i>	<i>HINAG-UMAN</i>	<i>09104278577</i>	<i>KAGAWAD</i>	<i>[Signature]</i>
20.	<i>Josman G. Montalvan</i>	<i>Agro-anoc</i>	<i>09511339315</i>	<i>Kagawad</i>	<i>[Signature]</i>
21.	<i>Orlando D. Prado</i>	<i>Pub.</i>	<i>09272421149</i>	<i>Brgy. Sec</i>	<i>[Signature]</i>
22.	<i>Mahe C. Muefi</i>	<i>Tubigon</i>	<i>09997726096</i>	<i>Brgy. Sec</i>	<i>[Signature]</i>
23.	<i>FLORENCIA L. GLA</i>	<i>HINAG-UMAN</i>	<i>09203114917</i>	<i>Brgy. Kagawad</i>	<i>[Signature]</i>
24.	<i>Eric S. Patucio</i>	<i>HINAG-UMAN</i>	<i>09196961159</i>	<i>Brgy. Kagawad</i>	<i>[Signature]</i>
25.	<i>Emmanuel O. Cava</i>	<i>Agro-anoc</i>	<i>09209936298</i>	<i>Brgy. Sec</i>	<i>[Signature]</i>
26.	<i>Angelito A. Cava</i>	<i>Agro-anoc</i>	<i>09126613177</i>	<i>Brgy. Kagawad</i>	<i>[Signature]</i>
27.	<i>ADOLPHO P. JARAN</i>	<i>POBLACION</i>	<i>0906443603</i>	<i>SK CHAIRMAN</i>	<i>[Signature]</i>
28.	<i>LYRON J. CLAUD</i>	<i>HINAG-UMAN</i>	<i>09282670241</i>	<i>BKGY. KAGAWAD</i>	<i>[Signature]</i>
29.	<i>Edwin Sulan</i>	<i>Agro-anoc</i>	<i>09958200215</i>	<i>BKGY. Kagawad</i>	<i>[Signature]</i>
30.	<i>JULIE FF WREGORAN</i>	<i>POBLACION</i>	<i>09472081010</i>	<i>SK SECRETARY</i>	<i>[Signature]</i>
31.	<i>Liam F. Mayo</i>	<i>Agro-anoc</i>	<i>09079675550</i>	<i>Brgy. Kagawad</i>	<i>[Signature]</i>
32.	<i>ARMANDO M. MURAN</i>	<i>LSH</i>	<i>09784433649</i>	<i>Adminstrator</i>	<i>[Signature]</i>
33.	<i>LEONH O. DELA TORRE</i>	<i>HINAG-UMAN</i>	<i>09105051276</i>	<i>BKGY. KAGAWAD</i>	<i>[Signature]</i>
34.	<i>Augusto G. Solino</i>	<i>HINAG-UMAN</i>	<i>09789571804</i>	<i>BKGY. KAGAWAD</i>	<i>[Signature]</i>
35.	<i>Edmundo G. May Jr</i>	<i>Stenocon</i>	<i>09750216682</i>	<i>SK CHAIRMAN</i>	<i>[Signature]</i>
36.	<i>Salvador G. Amore</i>	<i>II</i>		<i>KAG.</i>	<i>[Signature]</i>
37.	<i>PATRON PAMILLA JR</i>	<i>Agro-anoc</i>		<i>P.B</i>	<i>[Signature]</i>
38.	<i>Arnel F. Ortales Jr</i>	<i>Agro-anoc</i>	<i>0924262933</i>	<i>KAGAWAD</i>	<i>[Signature]</i>
39.	<i>Francis M. Reyes</i>	<i>Tubigon</i>		<i>Kagawad</i>	<i>[Signature]</i>



Rombion State University
College of Arts and Sciences
Odiongan, Romblon



BUGKOS: RSU-CAS Extension Project 3 (Academe and LGU-Ferrol Partnership)

(April 26, 2021)

Attendance: Morning

Name	Address	Contact Details	Designation	Signature
Elaine S. Patricia	Hinaganman	09196969154	Brig. Kagawad	[Signature]
FLORENCIA A. GARA	HINAGANMAN	09203114917	BRGY. KAGAWAD	[Signature]
Lino F. Tolosa	C.M. Recto	09387263192	Brig. Kagawad	[Signature]
Felipe P. Jamanti	POBLACION		BRGY KGWAD	[Signature]
ALFREDO Z. JACONES	POBLACION		BRGY KGWAD	[Signature]
PABLO S. JUMADON	POBLACION		BRGY KGWAD	[Signature]
RODOLFO P. JAYAN	POBLACION	0	ORCHAIRPERSON	[Signature]
Carla F. Macalindog	Kabogon		Kagawad	[Signature]
Angelito O. Gara	Agrochoc		Kagawad	[Signature]
Jeanfer G. Gara	Agrochoc		Secretary	[Signature]
ARTURO F. DELAPEKI JR	TUBIGON	09272663933	KAGAWAD	[Signature]
Margie G. Fronda	C.M. Recto		Brig. Secretary	[Signature]
MICHAEL I. SANCHEZ	C.M. RECTO		Brig. Kagawad	[Signature]
LORETO B. PENILAR	POBLACION	09061303956	BRGY. KAGAWAD	[Signature]
JONATHAN G. GOMIZ	RECTO		BRGY POLICE	[Signature]
WILIE P. ZUELA	Poblacion		BRGY. POLICE	[Signature]
Dave Fronda			Kagawad	[Signature]
Aurora L. Fontanilla	C.M. Recto		Kagawad	[Signature]
Jania G. Galina	C.M. Recto		Kagawad	[Signature]
EMILY A. DELA CRUZ	POBLACION		Kagawad	[Signature]
Morito C. Nuto	Tubigon	099	Brig. Treas.	[Signature]
ZOSIMO G. NUTERA II	TUBIGON	09156528119	B - B	[Signature]
Jelyn D. Nuto	Pub.		Brig. Sec	[Signature]
Facet Ann G. Nuto				[Signature]
LEON Y O. DELA TORRE	HINAG-OMAN	09105051298	BRGY. KAGAWAD	[Signature]
APRILIA A. SELSA	HINAG-OMAN		B-Treas	[Signature]
LOUIE P. ANIGAN	HINAG-OMAN		B-KAGAWAD	[Signature]
PILAR T. FRANCISCO	TUBIGON	09602764957	Brig. Sec.	[Signature]
JONEL V. TENOCO	HINAG-OMAN	09094339606	BRGY-SEC	[Signature]
Myra A. Cloud	Hinaganman	09201670944	Kagawad	[Signature]
Jean				[Signature]
PRIMO G. SOLEDAD	AGROCHOC		KAGAWAD	[Signature]
CHRISTINE LI. GERVAO	TUBIGON	091874210015	"	[Signature]

**Project 2 and 3:
Attendance of Faculty**



ATTENDANCE SHEET

Unit: CAS

Title of Activity: Bubkas

Date of Activity: April 25, 2022 Time of Activity: 8:00 am - 5:00 pm

Data Privacy Statement				
<small>Romblon State University respects your right to privacy and is committed to protecting the confidentiality of your personal information. By filling out this form, you are consenting to the collection, processing, and use of the information in accordance with this privacy notice. The information you have provided is used for any or all of the following: access provision, attendance, monitoring, evaluation, documentation, and communication purposes. The University shall only retain the said personal information until it serves its purpose, after which it shall be securely disposed of. Should you have concerns and queries on Data Privacy, email dp@rsu.edu.ph. Rest assured that we will respect and protect the confidentiality and privacy of these data and information as required by the Data Privacy Act of 2012 (RA 10173).</small>				
No.	Name	Contact Number	Sex	Signature
1	Darin Cometas Jr.	0930 830 8833	M	
2	Jenevie M. Filartas	09561720670	F	
3	Lea I. Gatara	09353328597	F	
4	Lovely Jane M. Ibabao	09458342114	F	
5	JELA BENTON	09908609936	M	
6				
7				
8				
9				
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QAO-01-0022

Creation Date: 2021-02-14

Revision Date: 2022-01-24

AT No. _____



Republic of the Philippines
ROMBLON STATE UNIVERSITY
 Romblon, Philippines



Management System
 ISO 9001:2015
 www.tuv.com
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ATTENDANCE SHEET

Unit: CAS

Title of Activity: BUBKOS

Date of Activity: April 26, 2022 Time of Activity: 8:00 am - 5:00 pm

Data Privacy Statement

Romon State University respects your right to privacy and is committed to protecting the confidentiality of your personal information. By filling out this form, you are consenting to the collection, processing, and use of the information in accordance with this privacy notice. The information you have provided is used for any or all of the following: access provision, attendance, monitoring, evaluation, documentation, and communication purposes. The University shall only retain the said personal information until it serves its purpose, after which it shall be securely disposed of. Suppose you have concerns and queries on Data Privacy, email dpo@rsu.edu.ph. Rest assured that we will respect and protect the confidentiality and privacy of these data and information as required by the Data Privacy Act of 2012 (RA 10173).

No.	Name	Contact Number	Sex	Signature
1	Jacel Ryn F. Giam	0910 8108717b	F	
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				

ATTENDANCE SHEET

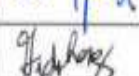
Unit: CAS

Title of Activity: BUBKOS

Date of Activity: April 26, 2022 Time of Activity: 8:00 am - 5:00 pm

Data Privacy Statement

Rambon State University respects your right to privacy and is committed to protecting the confidentiality of your personal information. By filling out this form, you are consenting to the collection, processing, and use of the information in accordance with this privacy notice. The information you have provided is used for any or all of the following: access provision, attendance, monitoring, evaluation, documentation, and communication purposes. The University shall only retain the said personal information until it serves its purpose, after which it shall be securely disposed of. Should you have concerns and queries on Data Privacy, email dpo@rsu.edu.ph. Rest assured that we will respect and protect the confidentiality and privacy of these data and information as required by the Data Privacy Act of 2012 (RA 10173).

No.	Name	Contact Number	Sex	Signature
1	Klaire B. Estilloso	0976 850 264	F	
2	Wendlyn Faith Atlaro	09387125866	F	
3	John Roeder F. Lachica	09154864050	M	
4	Salvador, Ranaologo B.	0912 049 9661	F	
5	Savannah Vergara	09483494022	F	
6	Reinberg A. Gricole	0919 0177972	M	
7	Elaizel I. Fornal	09986470802	F	
8	Allen Dominique M. Jamio	09384290696	F	
9	Emil D. Liwanag	09528500867	M	
10	SALVADOR G. GASPARI	09079258953	M	
11	GERALDO G. CANO JR.	09484644785	M	
12	John F. Agosto	09617941746	F	
13	FREDERICO, J.R.	09182921792	M	
14				
15				
16				
17				
18				
19				



ATTENDANCE SHEET

Unit: CAS

Title of Activity: BUBKOS (Bringing & Upholding Good Governance through Knowledge, Operation and skills Enhancement Program)

Date of Activity: April 25, 2022

Time of Activity: 9:00 - 5:00 pm

Data Privacy Statement
 Romblon State University respects your right to privacy and is committed to protecting the confidentiality of your personal information. By filling out this form, you are consenting to the collection, processing, and use of the information in accordance with this privacy notice. The information you have provided is used for any or all of the following: access provision, attendance, monitoring, evaluation, documentation, and communication purposes. The University shall only retain the said personal information until it serves its purpose, after which it shall be securely disposed of. Suppose you have concerns and queries on Data Privacy, email dpo@rsu.edu.ph. Rest assured that we will respect and protect the confidentiality and privacy of those data and information as required by the Data Privacy Act of 2012 (RA 10173).

No.	Name	Contact Number	Sex	Signature
1	Reinberg A. Gisale	09190097972	M	
2	GERALDO G. CANO JR.	09484644788	M	
3	Wenadel by Atland	09707935222	F	
4	Wendlyn Faith Atland	7937125466	F	
5	Klaire B. Estillero	09704570264	F	
6	Elaizel Fornal	09486470202	F	
7	Ranahyn Sabador	0912 048 9661	F	
8	Rhea M. Ardo	09506089167	F	
9	Andica Leigh D. Fetalver	09984547830	F	
10	Edmar G. Venus Jr. - <i>speaker</i>		M	
11	John Lester Mangao	0948 186 6524	M	
12	Fail D. Liwang	09508 500867	M	
13	Mape F. Ocampo	09012341746	F	
14	Shaina Cacarina Maribelo	09097811008	F	
15	Kathel Jay M. Tumbokon	09504574703	F	
16	Aneilyn F. Ocampo	09463215381	F	
17	Savannah F. Vagaran	0945 399 4022	F	
18	Jama Mang - <i>speaker</i>	6969376555	M	
19	Vanessa Dumagay	0930-445-2466	F	
20	M. Cabalero - <i>speaker</i>	09197840006	F	
21	FEDERICO J. II	09182921792	M	
22	John Roeder F. Zochiro			
23	Mark Casparin			
24				
25				

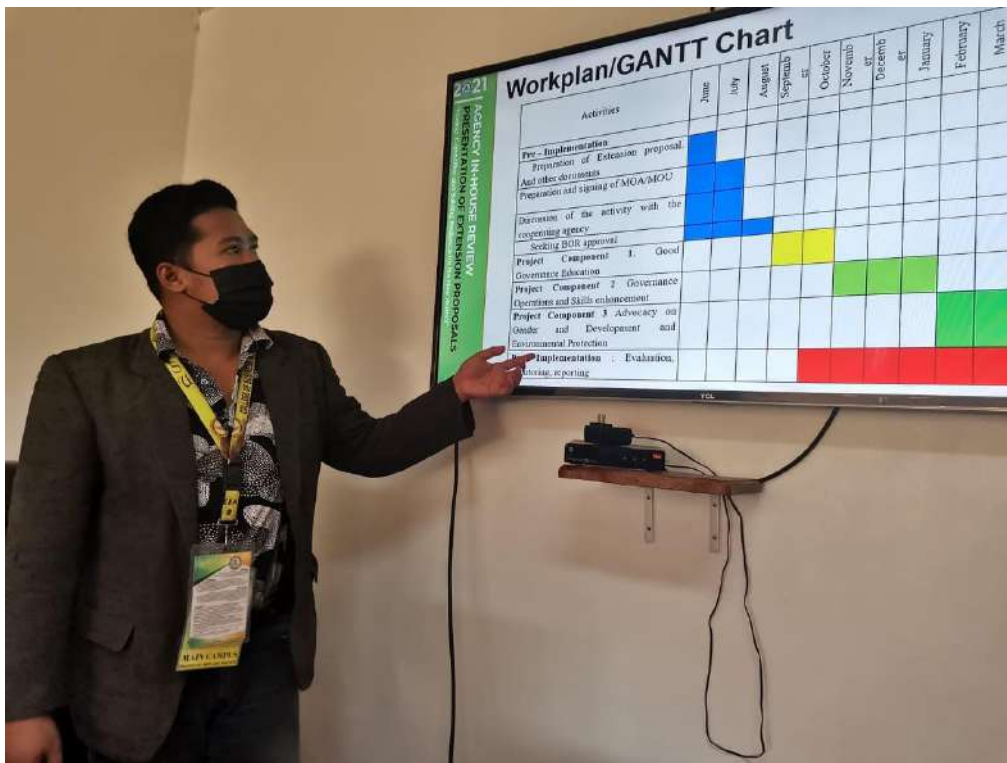
QAO-01-0022

Creation Date: 2021-02-14

Revision Date: 2022-01-24

AT No. _____

Photo Documentation per Activity



Actual Presentation
November 24, 2021



The Courtesy Visit
November 24, 2021



The Signing of MOA

December 10, 2021



Preparation of Forms, and documents needed for the Implementation of the BUGKOS Project

December 13-14, 2021





Good Governance Education (Barangay Official)Topic: Transparent Governance
December 21, 2021



Good Governance Education (Barangay Official)Topic: Rule of Law
December 21, 2021



Good Governance Education (Barangay Official)Topic: Citizen Participation
December 21, 2021



Insights from College Dean
December 21, 2021



Good Governance Education (Barangay Official)Topic: Efficiency and Effectiveness
December 21, 2021



Dance Contest
December 21, 2021





Dance Contest

December 21, 2021



Photo Opportunity End of Day 1

December 21, 2021



Registration Day 1

December 22, 2021



Singing of National Anthem by Sir Vhon Federico Day 1
December 22, 2021

**Photo Documentation
per Activity Project 2
and 3**



Registration Day 2
December 22, 2021



Question and Answer with the SK Officials

December 22, 2021



Question and Answer with the SK Officials

December 22, 2021



Individual Evaluation

December 22, 2021



Registration Day 3

December 22, 2021



Panneling of Parliamentary Procedure and Ordinance

December 22, 2021



Parliamentary Procedure and Ordinance Cell Grouping
April 25, 2022



Giving of price
April 25, 2022



Simulation of Parliamentary Procedure Per Barangay

April 25, 2022



Discussion of the topic Parliamentary Procedure and Ordinance with Doctor Joemar Manzo

April 25, 2022



Crafting of the Ordinance

April 25, 2022



Gender and Development Discussion with Ma'am Gianinna Elaine Labicane

April 26, 2022



Gender and Development Discussion with Ma'am Carolyn Fetalver

Apr

Request Letter



Republic of the Philippines
Province of Romblon
MUNICIPALITY OF FERROL

-o0o-

OFFICE OF THE MAYOR

December 8, 2021

Dr. Mark G. Calimbo

College of Arts and Science
Romblon State University
Liwanag, Odiongan, Romblon, 5505

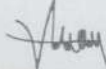
Sir:

Greetings of peace and prosperity!

I am writing this letter to formally invite you for a signing of MOA here in our Municipal Office on December 10, 2021.

We are so thankful of the project that you had presented us entitled "BUGKOS". We believe that this project will help the Barangay Official's governance operations and skills in performing their duties and responsibilities, and will enhance their knowledge in parliamentary rules and procedures which will bring progress in communities and constituents of our municipality.

We are glad to be in partnership with you and see you in the signing of MOA. God bless you!


JOVENCIO L. MAYOR JR.
Municipal Mayor

RSU



Republic of the Philippines
Province of Romblon
MUNICIPALITY OF FERROL
-o0o-

OFFICE OF THE SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE 45TH REGULAR SESSION OF THE SANGGUNIANG BAYAN OF FERROL, ROMBLON FOR THE CALENDAR YEAR 2021 HELD AT THE LEGISLATIVE SESSION HALL ON DECEMBER 6, 2021 AT 9:50 IN THE MORNING.

PRESENT:

Vice Mayor Antonio F. Compas	Presiding Officer
Councilor Christian Ll. Gervacio	Member
Councilor Elma C. Fampo	Member
Councilor Pedro F. Gelindon	Member
Councilor Edgar G. Forcadas	Member
Councilor Faith S. Lota	Member
Councilor Gezanne C. Fabila	Member
Councilor Redante C. Prado	Member
Councilor Leonora A. Compas	Member
Councilor Victor C. Rufon	Member, Ex-Officio, ABC Pres.
Councilor Apolinario P. Jayan	Member, Ex-Officio, SK Fed. Pres.

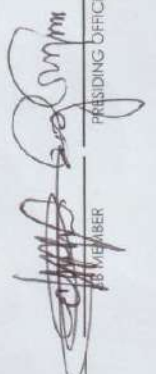







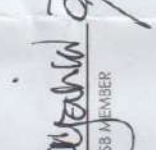
ABSENT:

None

RESOLUTION NO.101 S'2021

GRANTING LEGISLATIVE AUTHORITY TO MUNICIPAL MAYOR HON. JOVENCIO LL. MAYOR, JR., REPRESENTING THE MUNICIPALITY OF FERROL, ROMBLON TO ENTER INTO MEMORANDUM OF AGREEMENT WITH THE COLLEGE OF ARTS AND SCIENCES OF ROMBLON STATE UNIVERSITY WITH PRINCIPAL OFFICE AT ODIONGAN, ROMBLON, REPRESENTED BY ITS UNIVERSITY PRESIDENT DR. MERIAN CATAJAY – MANI, CESE

WHEREAS, matter presented before the body is the need to authorize the Municipal Mayor of Ferrol, Romblon Hon. Jovencio Ll. Mayor, Jr. to enter into Memorandum of Agreement with the College of Arts and Sciences of Romblon

 PRESIDING OFFICER
 MEMBER
 MEMBER
 MEMBER
 MEMBER
 MEMBER
 MEMBER
 MEMBER
 MEMBER

NOW THEREFORE:

Premises considered upon motion of the Chairperson of the Committee on Education Hon. Faith S. Lota, unanimously seconded by all the members present, the Body has –

RESOLVED, as it is hereby resolved to grant legislative authority to Municipal Mayor Hon. Jovencio Ll. Mayor, Jr. representing the municipality of Ferrol, Romblon to enter into Memorandum of Agreement (MOA) with the College of Arts and Sciences of Romblon State University with principal office at Odiongan, Romblon, represented by its University President Dr. Merian Catajay – Mani, CESE.

RESOLVED FURTHER, to let a copy of this resolution be furnished the Municipal Mayor Hon. Jovencio Ll. Mayor, Jr.; RSU President Dr. Merian C. Mani, CESE; and all other concerned for their information, referral, and record purposes.

UNANIMOUSLY CARRIED"

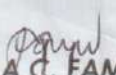
I HEREBY CERTIFY, to the correctness of the foregoing resolution.



JOAN GRACE C. BLASURCA
Secretary to the Sangguniang Bayan

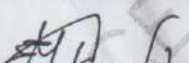
ATTESTED:


ANTONIO F. COMPAS
Presiding Officer/Vice Mayor

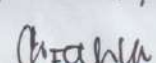

CHRISTIAN LL. GERVACIO
SB Member


ELMA C. FAMPO
SB Member


PEDRO F. GELINDON
SB Member







Individual Evaluation per Participants



BUGKOS: RSU-CAS Extension Project 1
 (Academe and Ferrol LGU Partnership)

“Citizen’s Participation”

Ms. Rhea M. Arucio

Participant’s Name (Optional): Glen

Date: Dec 21, 2021

Designation: _____

Punan ng “√” ang puwang na kumakatawan ng iyong marka para sa mga sumusunod na katangian.

(Please mark a “√” in the space that best represents your evaluation of each of the following characteristics of the lecture.)

	Napakagaling (Excellent) 5	Lubos na kasiya-siya (Very Satisfactory) 4	Kasiya-siya (Satisfactory) 3	Kailangan pang hubugin (Needs Improvement) 2	Mahina (Poor) 1
Paksa (Topic)					
Nagtataguyod ng mapanuring pag-iisip. (Promotes critical thinking.)	/				
Ang paksa ay may kaugnayan sa aking larangan. (The topic is relevant to my field.)		/			
Kalinawan (Clarity)					
Malinaw na naililiwanag ang bawat konsepto. (Explains concepts clearly.)	/				
Gumagamit ng mga konkretong halimbawa tungkol sa konseptong tinalakay. (Uses concrete examples of concepts.)		/			
Nakapagbibigay ng maraming halimbawa (Provides multiple examples)	/				
Natatalakay ang mga praktikal na aplikasyon. (Points out practical applications.)		/			
Binibigyang-diin ang mga mahahalagang konsepto. (Stresses important concepts.)	/				
Interaksyon (Interaction)					
Hinihikayat ang pagtatanong at pagbibigay ng komento. (Encourages questions and comments.)	/				
Nasasagot ang mga tanong nang tumpak/wasto. (Answers questions clearly/correctly.)	/				



Pinapadali ang talakayan sa panahon ng lecture. (Facilitates discussion during lecture.)					
Organisasyon (Organization)					
Nagbibigay ng paunang pangkalahatang-ideya tungkol sa paksa. (Gives preliminary overview of lecture.)					
iniayus ang pagkakaugnay-ugnay ng bawat paksa. (Signals transition to new topic.)					
Ipinaliliwanag kung papaano magkakaugnay ang bawat paksa. (Explains how each topic fits in.)					
Presentasyon (Presentation)					
Nagpapakita ng kumpiyansa sa sarili. (Projects confidence)					
Nagpapakita ng kahusayan hinggil sa paksa. (Have full mastery about the topic being discussed.)					
Malinaw at nababasa ang powerpoint presentation. (Presentation is visible and readable.)					
Ang boses ay malakas at malinaw na naririnig. (The voice is loud and audible.)					

Adapted from Murray, H. (1985). Classroom teaching behaviors related to college teaching effectiveness. In J. Donald & A. Sullivan (Eds.), *Using research to improve teaching*, p. 25. San Francisco: Jossey-Bass.

Anong bahagi ng talakayan ang pinaka gusto mo?
(What part of the topic do you like the most?)

I like the topic in the part of reflectiveness and efficiency

Mga Mungkahi/Rekomendasyon:
(Suggestions/Recommendations :)



BUGKOS: RSU-CAS Extension Project 1
 (Academe and Ferrol LGU Partnership)

“PROJECT 1: GOOD OVERNANCE EDUCATION”

Participant's Name (Optional): Fulgur D. Samuella Date: 12-28-21
 Designation: BRAC KAWI-JOB TRAINING

Punan ng “√” ang puwang na kumakatawan ng iyong marka para sa mga sumusunod na katangian.

(Please put a “√” on the space provided that best represents your evaluation for each of the following characteristics of the lecture.)

	Napakagaling (Excellent) 5	Lubos na kasiya-siya (Very Satisfactory) 4	Kasiya-siya (Satisfactory) 3	Kailangan pang hubugin (Needs Improvement) 2	Mahina (Poor) 1
Mga Paksa (Topics)					
Nagtataguyod ng mapanuring pag-iisip. (Promotes critical thinking.)		✓			
Ang paksa ay may kaugnayan sa aking larangan. (The topic is relevant to my field.)	✓				
Ang mga paksa ay Kawili-wili (Topics are Interesting)		✓			
Kalinawan (Clarity)					
Malinaw na naililiwanag ang bawat konsepto. (Explains concepts clearly.)	✓				
Gumagamit ng mga konkretong halimbawa tungkol sa konseptong tinalakay. (Uses concrete examples of concepts.)		✓			
Nakapagbibigay ng maraming halimbawa. (Provides multiple examples)	✓				
Natatalakay ang mga praktikal na aplikasyon. (Points out practical applications.)		✓			
Binibigyang-diin ang mga mahahalagang konsepto. (Stresses important concepts.)	✓				
Interaksyon (Interaction)					
Hinihikayat ang pagtatanong at pagbibigay ng komento. (Encourages questions and comments.)		✓			
Nasasagot ang mga tanong nang tumpak/wasto. (Answers questions clearly/correctly.)	✓				



Pinapadali ang talakayan sa panahon ng lecture. (Facilitates discussion during lecture.)	✓			
Organisasyon (Organization)				
Nagbibigay ng paunang pangkalahatang-ideya tungkol sa paksa. (Gives preliminary overview of lecture.)		✓		
Maayos ang pagkakasunod-sunod ng bawat paksa. (Signals transition to new topic.)	✓			
Iपालiliwanag kung papaano magkakaugnay ang bawat paksa. (Explains how each topic fits in.)		✓		
Presentasyon (Presentation)				
Nagpapakita ng kumpiyansa sa sarili. (Projects confidence)	✓			
Nagpapakita ng kahusayan hinggil sa paksang tinatalakay. (Have full mastery about the topic being discussed.)		✓		
Malinaw at nababasa ang powerpoint presentation. (Presentation is visible and readable.)	✓			
Ang boses ay malakas at malinaw na naririnig. (The voice is loud and audible.)		✓		
Kalidad ng Serbisyo (Service Quality)				
Magalang at madaling lapitan ang mga staff. (The staff are polite and approachable.)	✓			
Paggamit ng angkop na terminolohiya (Uses Accurate Language/Terminology.)		✓		
Ang mga serbisyo ng proyekto na ito ay malaking pakinabang sa pag-unlad ng aming bayan. (The service of this project is a great benefit to the development of our Town.)		✓		
Pagkain (Food)				
Ang pagkain ay naibigay sa tamang oras. (The Food is Served on Time)	✓			
Ang pagkain ay masarap, masustansiya at sapat para sa lahat ng kalahok (The food is delicious, healthy and enough for all participants)		✓		

Adapted from Murray, H. (1985). Classroom teaching behaviors related to college teaching effectiveness. In J. Donald & A. Sullivan (Eds.), *Using research to improve teaching*, p. 25. San Francisco: Jossey-Bass.



Republic of the Philippines
ROMBLON STATE UNIVERSITY
College of Arts and Sciences
Odiongan, Romblon



Anong bahagi ng talakayan ang pinaka gusto mo?
(What part of the topic do you like the most?)

About efficiency & effectiveness

Mga Mungkahi/Rekomendasyon:
(Suggestions/Recommendations :)

SAWA, manat sa ang summer na ito



BUGKOS: RSU-CAS Extension Project 1
 (Academe and Ferrol LGU Partnership)

“PROJECT 1: GOOD OVERNANCE EDUCATION”

Participant's Name (Optional): Jelyn D. Proko
 Designation: Parang Secretary

Date: Dec 20, 2021

Punan ng “√” ang puwang na kumakatawan ng iyong marka para sa mga sumusunod na katangian.

(Please put a “√” on the space provided that best represents your evaluation for each of the following characteristics of the lecture.)

	Napakagaling (Excellent) 5	Lubos na kasiya-siya (Very Satisfactory) 4	Kasiya-siya (Satisfactory) 3	Kailangan pang hubugin (Needs Improvement) 2	Mahina (Poor) 1
Mga Paksa (Topics)					
Nagtataguyod ng mapanuring pag-iisip. (Promotes critical thinking.)	/				
Ang paksa ay may kaugnayan sa aking larangan. (The topic is relevant to my field.)	/				
Ang mga paksa ay Kawili-wili (Topics are Interesting)	/				
Kalinawan (Clarity)					
Malinaw na naililiwanag ang bawat konsepto. (Explains concepts clearly.)	/				
Gumagamit ng mga konkretong halimbawa tungkol sa konseptong tinalakay. (Uses concrete examples of concepts.)	/				
Nakapagbibigay ng maraming halimbawa. (Provides multiple examples)	/				
Natatalakay ang mga praktikal na aplikasyon. (Points out practical applications.)	/				
Binibigyang-diin ang mga mahahalagang konsepto. (Stresses important concepts.)	/				
Interaksyon (Interaction)					
Hinihikayat ang pagtatanong at pagbibigay ng komento. (Encourages questions and comments.)	/				
Nasasagot ang mga tanong nang tumpak/wasto.	/				



Pinapadali ang talakayan sa panahon ng lecture. (Facilitates discussion during lecture.)	/				
Organisasyon (Organization)					
Nagbibigay ng paunang pangkalahatang-ideya tungkol sa paksa. (Gives preliminary overview of lecture.)	/				
Maayos ang pagkakasunod-sunod ng bawat paksa. (Signals transition to new topic.)	/				
Ipinaliliwanag kung papaano magkakaugnay ang bawat paksa. (Explains how each topic fits in.)	/				
Presentasyon (Presentation)					
Nagpapakita ng kumpiyansa sa sarili. (Projects confidence)	/				
Nagpapakita ng kahusayan hinggil sa paksang tinatalakay. (Have full mastery about the topic being discussed.)	/				
Malinaw at nababasa ang powerpoint presentation. (Presentation is visible and readable.)	/				
Ang boses ay malakas at malinaw na naririnig. (The voice is loud and audible.)	/				
Kalidad ng Serbisyo (Service Quality)					
Magalang at madaling lapitan ang mga staff. (The staff are polite and approachable.)	/				
Paggamit ng angkop na terminolohiya (Uses Accurate Language/Terminology.)	/				
Ang mga serbisyo ng proyekto na ito ay malaking pakinabang sa pag-unlad ng aming bayan. (The service of this project is a great benefit to the development of our Town.)	/				
Pagkain (Food)					
Ang pagkain ay naibigay sa tamang oras. (The Food is Served on Time)	/				
Ang pagkain ay masarap, masustansiya at sapat para sa lahat ng kalahok (The food is delicious, healthy and enough for all participants)	/				

Adapted from Murray, H. (1985). Classroom teaching behaviors related to college teaching effectiveness. In J. Donald & A. Sullivan (Eds.), *Using research to improve teaching*, p. 25. San Francisco: Jossey-Bass.



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Anong bahagi ng talakayan ang pinaka gusto mo?
(What part of the topic do you like the most?)

Rule of Law

Mga Mungkahi/Rekomendasyon:
(Suggestions/Recommendations :)

To learn more knowledge using paper



BUGKOS: RSU-CAS Extension Project 1
 (Academe and Ferrol LGU Partnership)

“PROJECT 1: GOOD OVERNANCE EDUCATION”

Participant's Name (Optional): Jacob R. Galindo
 Designation: Brgy - Poblacion

Date: 12-20-2021

Punan ng “√” ang puwang na kumakatawan ng iyong marka para sa mga sumusunod na katangian.

(Please put a “√” on the space provided that best represents your evaluation for each of the following characteristics of the lecture.)

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Mga Paksa (Topics)					
Nagtataguyod ng mapanuring pag-iisip. (Promotes critical thinking.)		✓			
Ang paksa ay may kaugnayan sa aking larangan. (The topic is relevant to my field.)	✓				
Ang mga paksa ay Kawili-wili (Topics are Interesting)		✓			
Kalinawan (Clarity)					
Malinaw na naililiwanag ang bawat konsepto. (Explains concepts clearly.)	✓				
Gumagamit ng mga konkretong halimbawa tungkol sa konseptong tinalakay. (Uses concrete examples of concepts.)		✓			
Nakapagbibigay ng maraming halimbawa. (Provides multiple examples)	✓				
Natatalakay ang mga praktikal na aplikasyon. (Points out practical applications.)	✓				
Binibigyang-diin ang mga mahahalagang konsepto. (Stresses important concepts.)		✓			
Interaksyon (Interaction)					
Hinihikayat ang pagtatanong at pagbibigay ng komento. (Encourages questions and comments.)	✓				
Nasasagot ang mga tanong nang tumpak/wasto. (Answers questions clearly/correctly.)		✓			



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 College of Arts and Sciences
 Odiongan, Romblon



Pinapadali ang talakayan sa panahon ng lecture. (Facilitates discussion during lecture.)	✓			
Organisasyon (Organization)				
Nagbibigay ng paunang pangkalahatang-ideya tungkol sa paksa. (Gives preliminary overview of lecture.)	✓			
Maayos ang pagkakasunod-sunod ng bawat paksa. (Signals transition to new topic.)		✓		
Ipinaliliwanag kung papaano magkakaugnay ang bawat paksa. (Explains how each topic fits in.)			✓	
Presentasyon (Presentation)				
Nagpapakita ng kumpiyansa sa sarili. (Projects confidence)			✓	
Nagpapakita ng kahusayan hinggil sa paksang tinatalakay. (Have full mastery about the topic being discussed.)		✓		
Malinaw at nababasa ang powerpoint presentation. (Presentation is visible and readable.)		✓		
Ang boses ay malakas at malinaw na naririnig. (The voice is loud and audible.)			✓	
Kalidad ng Serbisyo (Service Quality)				
Magalang at madaling lapitan ang mga staff. (The staff are polite and approachable.)		✓		
Paggamit ng angkop na terminolohiya (Uses Accurate Language/Terminology.)			✓	
Ang mga serbisyo ng proyekto na ito ay malaking pakinabang sa pag-unlad ng aming bayan. (The service of this project is a great benefit to the development of our Town.)		✓		
Pagkain (Food)				
Ang pagkain ay naibigay sa tamang oras. (The Food is Served on Time)			✓	
Ang pagkain ay masarap, masustansiya at sapat para sa lahat ng kalahok (The food is delicious, healthy and enough for all participants)		✓		

Adapted from Murray, H. (1985). Classroom teaching behaviors related to college teaching effectiveness. In J. Donald & A. Sullivan (Eds.), *Using research to improve teaching*, p. 25. San Francisco: Jossey-Bass.



Anong bahagi ng talakayan ang pinaka gusto mo?
(What part of the topic do you like the most?)

Kami po nang pasalawol sa inyong pagtotoo
para dagdag kaalaman sa arin.
Duna palagay may business para maraming kaalaman

Mga Mungkahi/Rekomendasyon:
(Suggestions/Recommendations :)



BUGKOS: RSU-CAS Extension Project 1
 (Academe and Ferrol LGU Partnership)

“Transparent Governance”
 Mark G. Calimbo, DPA

Participant's Name (Optional): _____

Date: _____

Designation:

TREASURER

Punan ng “√” ang puwang na kumakatawan ng iyong marka para sa mga sumusunod na katangian.

(Please mark a “√” in the space that best represents your evaluation of each of the following characteristics of the lecture.)

	Napakagaling (Excellent) 5	Lubos na kasiya-siya (Very Satisfactory) 4	Kasiya-siya (Satisfactory) 3	Kailangan pang hubugin (Needs Improvement) 2	Mahina (Poor) 1
Paksa (Topic)					
Nagtataguyod ng mapanuring pag-iisip. (Promotes critical thinking.)	✓				
Ang paksa ay may kaugnayan sa aking larangan. (The topic is relevant to my field.)		✓			
Kalinawan (Clarity)					
Malinaw na naililiwanag ang bawat konsepto. (Explains concepts clearly.)	✓				
Gumagamit ng mga konkretong halimbawa tungkol sa konseptong tinalakay. (Uses concrete examples of concepts.)	✓				
Nakapagbibigay ng maraming halimbawa (Provides multiple examples)	✓				
Natatalakay ang mga praktikal na aplikasyon. (Points out practical applications.)	✓				
Binibigyang-diin ang mga mahahalagang konsepto. (Stresses important concepts.)	✓				
Interaksyon (Interaction)					
Hinihikayat ang pagtatanong at pagbibigay ng komento. (Encourages questions and comments.)	✓				
Nasasagot ang mga tanong nang tumpak/wasto. (Answers questions clearly/correctly.)	✓				



Pinapadali ang talakayan sa panahon ng lecture. (Facilitates discussion during lecture.)	/				
Organisasyon (Organization)					
Nagbibigay ng paunang pangkalahatang-ideya tungkol sa paksa. (Gives preliminary overview of lecture.)	/				
Iviaayos ang pagkakasunod-sunod ng bawat paksa. (Signals transition to new topic.)	/				
Ipinahiliwanag kung papaano magkakaugnay ang bawat paksa. (Explains how each topic fits in.)	/				
Presentasyon (Presentation)					
Nagpapakita ng kumpiyansa sa sarili. (Projects confidence)	/				
Nagpapakita ng kahusayan hinggil sa paksa ng tinatalakay. (Have full mastery about the topic being discussed.)	/				
Malinaw at nababasa ang powerpoint presentation. (Presentation is visible and readable.)	/				
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Adapted from Murray, H. (1985). Classroom teaching behaviors related to college teaching effectiveness. In J. Donald & A. Sullivan (Eds.), *Using research to improve teaching*, p. 25. San Francisco: Jossey-Bass.

Anong bahagi ng talakayan ang pinaka gusto mo?
 (What part of the topic do you like the most?)

Excellence beyond excellence..

Mga Mungkahi/Rekomendasyon:
 (Suggestions/Recommendations :)



BUGKOS: RSU-CAS Extension Project 1
 (Academe and Ferrol LGU Partnership)

“Transparent Governance”
 Mark G. Calimbo, DPA

Participant’s Name (Optional): MICHAEL I. SANCHEZ

Date: _____

Designation: Koordinador

Punan ng “√” ang puwang na kumakatawan ng iyong marka para sa mga sumusunod na katangian.

(Please mark a “√” in the space that best represents your evaluation of each of the following characteristics of the lecture.)

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Paksa (Topic)					
Nagtataguyod ng mapanuring pag-iisip. (Promotes critical thinking.)	/				
Ang paksa ay may kaugnayan sa aking larangan. (The topic is relevant to my field.)	/				
Kalinawan (Clarity)					
Malinaw na naililiwanag ang bawat konsepto. (Explains concepts clearly.)	/				
Gumagamit ng mga konkretong halimbawa tungkol sa konseptong tinalakay. (Uses concrete examples of concepts.)	/				
Nakapagbibigay ng maraming halimbawa (Provides multiple examples)	/				
Natatalakay ang mga praktikal na aplikasyon. (Points out practical applications.)	/				
Rinihiyang-diin ang mga mahahalagang konsepto. (Stresses important concepts.)		/			
Interaksyon (Interaction)					
Hinihikayat ang pagtatanong at pagbibigay ng komento. (Encourages questions and comments.)		/			
Nasasagot ang mga tanong nang tumpak/wasto. (Answers questions clearly/correctly.)	/				



Pinapadali ang talakayan sa panahon ng lecture. (Facilitates discussion during lecture.)	✓				
Organisasyon (Organization)					
Nagbibigay ng paunang pangkalahatang-ideya tungkol sa paksa. (Gives preliminary overview of lecture.)		✓			
iniayayus ang pagkakaayos-sunod ng bawat paksa. (Signals transition to new topic.)			✓		
Ipinaliliwanag kung papaano magkakaugnay ang bawat paksa. (Explains how each topic fits in.)		✓			
Presentasyon (Presentation)					
Nagpapakita ng kumpiyansa sa sarili. (Projects confidence)		✓			
Nagpapakita ng kahusayan hinggil sa paksaang tinatalakay. (Have full mastery about the topic being discussed.)		✓			
Malinaw at nababasa ang powerpoint presentation. (Presentation is visible and readable.)			✓		
Ang boses ay malakas at malinaw na naririnig. (The voice is loud and audible.)		✓			

Adapted from Murray, H. (1985). Classroom teaching behaviors related to college teaching effectiveness. In J. Donald & A. Sullivan (Eds.), *Using research to improve teaching*, p. 25. San Francisco: Jossey-Bass.

Anong bahagi ng talakayan ang pinaka gusto mo?
(What part of the topic do you like the most?)

LAST nang Topic ang nagustuhan ko

Mga Mungkahi/Rekomendasyon:
(Suggestions/Recommendations :)



BUGKOS: RSU-CAS Extension Project 1
 (Academe and Ferrol LGU Partnership)

“Transparent Governance”

Mark G. Calimbo, DPA

Participant's Name (Optional): Figuer D. Samson Date: 12, 20, 21
 Designation: BRGY KGWG. POBLACION

Punan ng “√” ang puwang na kumakatawan ng iyong marka para sa mga sumusunod na katangian.

(Please mark a “√” in the space that best represents your evaluation of each of the following characteristics of the lecture.)

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Paksa (Topic)					
Nagtataguyod ng mapanuring pag-iisip. (Promotes critical thinking.)	✓				
Ang paksa ay may kaugnayan sa aking larangan. (The topic is relevant to my field.)	✓				
Kalinawan (Clarity)					
Malinaw na naililiwanag ang bawat konsepto. (Explains concepts clearly.)	✓				
Gumagamit ng mga konkretong halimbawa tungkol sa konseptong tinalakay. (Uses concrete examples of concepts.)	✓				
Nakaraghibigay ng maraming halimbawa. (Provides multiple examples)	✓				
Natatalakay ang mga praktikal na aplikasyon. (Points out practical applications.)	✓				
Binihiyang-diin ang mga mahahalagang konsepto. (Stresses important concepts.)	✓				
Interaksyon (Interaction)					
Hinihikayat ang pagtatanong at pagbibigay ng komento. (Encourages questions and comments.)	✓				
Nasasagot ang mga tanong nang tumpak/wasto. (Answers questions clearly/correctly.)	✓				



Pinapadali ang talakayan sa panahon ng lecture. (Facilitates discussion during lecture.)	✓			
Organisasyon (Organization)				
Nagbibigay ng paunang pangkalahatang-ideya tungkol sa paksa. (Gives preliminary overview of lecture.)	✓			
Iviyaayos ang pagkakaasimula-sunod ng bawat paksa. (Signals transition to new topic.)	✓			
Ipinaliliwanag kung papaano magkakaugnay ang bawat paksa. (Explains how each topic fits in.)	✓			
Presentasyon (Presentation)				
Nagpapakita ng kumpiyansa sa sarili. (Projects confidence)	✓			
Nagpapakita ng kahusayan hinggil sa paksa ng tinatalakay. (Have full mastery about the topic being discussed.)	✓			
Malinaw at nababasa ang powerpoint presentation. (Presentation is visible and readable.)	✓			
Ang boses ay malakas at malinaw na naririnig. (The voice is loud and audible.)	✓			

Adapted from Murray, H. (1985). Classroom teaching behaviors related to college teaching effectiveness. In J. Donald & A. Sullivan (Eds.), *Using research to improve teaching*, p. 25. San Francisco: Jossey-Bass.

Anong bahagi ng talakayan ang pinaka gusto mo?
(What part of the topic do you like the most?)

Regarding transparency

Mga Mungkahi/Rekomendasyon:
(Suggestions/Recommendations :)

Palakasin ang agriculture



BUGKOS: RSU-CAS Extension Project 1
 (Academe and Ferrol LGU Partnership)

“Transparent Governance”

Mark G. Calimbo, DPA

Participant's Name (Optional): Frigerio, Sammieat

Date: 12.20.21

Designation: BRGY KGWG. POBLACION

Punan ng “√” ang puwang na kumakatawan ng iyong marka para sa mga sumusunod na katangian.

(Please mark a “√” in the space that best represents your evaluation of each of the following characteristics of the lecture.)

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Paksa (Topic)					
Nagtataguyod ng mapanuring pag-iisip. (Promotes critical thinking.)	✓				
Ang paksa ay may kaugnayan sa aking larangan. (The topic is relevant to my field.)	✓				
Kalinawan (Clarity)					
Malinaw na naililiwanag ang bawat konsepto. (Explains concepts clearly.)	✓				
Gumagamit ng mga konkretong halimbawa tungkol sa konseptong tinalakay. (Uses concrete examples of concepts.)	✓				
Nakapagbibigay ng maraming halimbawa (Provides multiple examples)	✓				
Natatalakay ang mga praktikal na aplikasyon. (Points out practical applications.)	✓				
Rinibigyang-diin ang mga mahahalagang konsepto. (Stresses important concepts.)	✓				
Interaksyon (Interaction)					
Hinihikayat ang pagtatanong at nagbibigay ng komento. (Encourages questions and comments.)	✓				
Nasasagot ang mga tanong nang tumpak/wasto. (Answers questions clearly/correctly.)	✓				



Pinapadali ang talakayan sa panahon ng lecture. (Facilitates discussion during lecture.)	✓			
Organisasyon (Organization)				
Nagbibigay ng paunang pangkalahatang-ideya tungkol sa paksa. (Gives preliminary overview of lecture.)		✓		
iniiaayos ang pagkakaasimula-sunod ng bawat paksa. (Signals transition to new topic.)		✓		
Ipinaliliwanag kung papaano magkakaugnay ang bawat paksa. (Explains how each topic fits in.)		✓		
Presentasyon (Presentation)				
Nagpapakita ng kumpiyansa sa sarili. (Projects confidence)		✓		
Nagpapakita ng kahusayan hinggil sa paksa ng tinatalakay. (Have full mastery about the topic being discussed.)		✓		
Malinaw at nababasa ang powerpoint presentation. (Presentation is visible and readable.)		✓		
Ang boses ay malakas at malinaw na naririnig. (The voice is loud and audible.)		✓		

Adapted from Murray, H. (1985). Classroom teaching behaviors related to college teaching effectiveness. In J. Donald & A. Sullivan (Eds.), *Using research to improve teaching*, p. 25. San Francisco: Jossey-Bass.

Anong bahagi ng talakayan ang pinaka gusto mo?
 (What part of the topic do you like the most?)

Mga Mungkahi/Rekomendasyon:

(Suggestions/Recommendations :)

More seminars regarding duties & functions of barangay officials.



BUGKOS: RSU-CAS Extension Project 1
 (Academe and Ferrol LGU Partnership)

“Transparent Governance”
 Mark G. Calimbo, DPA

Participant’s Name (Optional): _____ Date: _____

Designation: _____

Punan ng “√” ang puwang na kumakatawan ng iyong marka para sa mga sumusunod na katangian.

(Please mark a “√” in the space that best represents your evaluation of each of the following characteristics of the lecture.)

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Paksa (Topic)					
Nagtataguyod ng mapanuring pag-iisip. (Promotes critical thinking.)		✓			
Ang paksa ay may kaugnayan sa aking larangan. (The topic is relevant to my field.)	✓	✓			
Kalinawan (Clarity)					
Malinaw na naililiwanag ang bawat konsepto. (Explains concepts clearly.)		✓			
Gumagamit ng mga konkretong halimbawa tungkol sa konseptong tinalakay. (Uses concrete examples of concepts.)		✓			
Nakapagbibigay ng maraming halimbawa (Provides multiple examples)		✓			
Natatalakay ang mga praktikal na aplikasyon. (Points out practical applications.)		✓			
Rinihiyang-diin ang mga mahahalagang konsepto. (Stresses important concepts.)		✓			
Interaksyon (Interaction)					
Hinihikayat ang pagtatanong at pagbibigay ng komento. (Encourages questions and comments.)		✓			
Nasasagot ang mga tanong nang tumpak/wasto. (Answers questions clearly/correctly.)		✓			



Pinapadali ang talakayan sa panahon ng lecture. (Facilitates discussion during lecture.)	✓			
Organisasyon (Organization)				
Nagbibigay ng paunang pangkalahatang-ideya tungkol sa paksa. (Gives preliminary overview of lecture.)		✓		
iniayay ang pagkaka-sumud-sumud ng bawat paksa. (Signals transition to new topic.)		✓		
Ipinaliliwanag kung papaano magkakaugnay ang bawat paksa. (Explains how each topic fits in.)		✓		
Presentasyon (Presentation)				
Nagpapakita ng kumpiyansa sa sarili. (Projects confidence)		✓		
Nagpapakita ng kahusayan hinggil sa paksa ng tinatalakay. (Have full mastery about the topic being discussed.)		✓		
Malinaw at nababasa ang powerpoint presentation. (Presentation is visible and readable.)		✓		
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Adapted from Murray, H. (1985). Classroom teaching behaviors related to college teaching effectiveness. In J. Donald & A. Sullivan (Eds.), *Using research to improve teaching*, p. 25. San Francisco: Jossey-Bass.

Anong bahagi ng talakayan ang pinaka gusto mo?
 (What part of the topic do you like the most?)

Mga Mungkahi/Rekomendasyon:

(Suggestions/Recommendations :)

More seminars regarding duties & functions of barangay officials.



BUGKOS: RSU-CAS Extension Project 1
 (Academe and Ferrol LGU Partnership)

“Citizen’s Participation”

Ms. Rhea M. Arucio

Participant’s Name (Optional): _____

Date: 12-21-2021

Designation: _____

Punan ng “√” ang puwang na kumakatawan ng iyong marka para sa mga sumusunod na katangian.

(Please mark a “√” in the space that best represents your evaluation of each of the following characteristics of the lecture.)

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Paksa (Topic)					
Nagtataguyod ng mapanuring pag-iisip. (Promotes critical thinking.)	✓				
Ang paksa ay may kaugnayan sa aking larangan. (The topic is relevant to my field.)	✓				
Kalinawan (Clarity)					
Malinaw na naililiwanag ang bawat konsepto. (Explains concepts clearly.)	✓				
Gumagamit ng mga konkretong halimbawa tungkol sa konseptong tinalakay. (Uses concrete examples of concepts.)	✓				
Nakapaghigay ng maraming halimbawa (Provides multiple examples)	✓				
Natatalakay ang mga praktikal na aplikasyon. (Points out practical applications.)	✓				
Binibigyang-diin ang mga mahahalagang konsepto. (Stresses important concepts.)	✓				
Interaksyon (Interaction)					
Hinihikayat ang pagtatanong at pagbibigay ng komento. (Encourages questions and comments.)	✓				
Nasasagot ang mga tanong nang tumpak/wasto. (Answers questions clearly/correctly.)	✓				



Pinapadali ang talakayan sa panahon ng lecture. (Facilitates discussion during lecture.)	✓			
Organisasyon (Organization)				
Nagbibigay ng paunang pangkalahatang-ideya tungkol sa paksa. (Gives preliminary overview of lecture.)	✓			
Iviyaayos ang pagkakasunod-sunod ng bawat paksa. (Signals transition to new topic.)	✓			
Ipinaliliwanag kung papaano magkakaugnay ang bawat paksa. (Explains how each topic fits in.)	✓			
Presentasyon (Presentation)				
Nagpapakita ng kumpiyansa sa sarili. (Projects confidence)	✓			
Nagpapakita ng kahusayan hinggil sa paksa. (Have full mastery about the topic being discussed.)	✓			
Malinaw at nababasa ang powerpoint presentation. (Presentation is visible and readable.)	✓			
Ang boses ay malakas at malinaw na naririnig. (The voice is loud and audible.)	✓			

Adapted from Murray, H. (1985). Classroom teaching behaviors related to college teaching effectiveness. In J. Donald & A. Sullivan (Eds.), *Using research to improve teaching*, p. 25. San Francisco: Jossey-Bass.

Anong bahagi ng talakayan ang pinaka gusto mo?
 (What part of the topic do you like the most?)

I like the part about how she discuss the citizen participation.
 We can make a productive project and activity if the competitors/peers are participating.

Mga Mungkahi/Rekomendasyon:
 (Suggestions/Recommendations :)

God bless m you journey!



BUGKOS: RSU-CAS Extension Project 1
 (Academe and Ferrol LGU Partnership)

“Citizen’s Participation”

Ms. Rhea M. Arucio

Participant’s Name (Optional): AARONA L. FONTAMILLAS

Date: 12/20/21

Designation:

Punan ng “√” ang puwang na kumakatawan ng iyong marka para sa mga sumusunod na katangian.

(Please mark a “√” in the space that best represents your evaluation of each of the following characteristics of the lecture.)

	Napakagaling (Excellent) 5	Lubos na kasiya-siya (Very Satisfactory) 4	Kasiya-siya (Satisfactory) 3	Kailangan pang hubugin (Needs Improvement) 2	Mahina (Poor) 1
Paksa (Topic)					
Nagtataguyod ng mapanuring pag-iisip. (Promotes critical thinking.)	✓				
Ang paksa ay may kaugnayan sa aking larangan. (The topic is relevant to my field.)	✓				
Kalinawan (Clarity)					
Malinaw na naililiwanag ang bawat konsepto. (Explains concepts clearly.)	✓				
Gumagamit ng mga konkretong halimbawa tungkol sa konseptong tinalakay. (Uses concrete examples of concepts.)	✓				
Nakapagbibigay ng maraming halimbawa (Provides multiple examples)	✓				
Natatalakay ang mga praktikal na aplikasyon. (Points out practical applications.)	✓				
Binibigyang-diin ang mga mahahalagang konsepto. (Stresses important concepts.)		✓			
Interaksyon (Interaction)					
Hinihikayat ang pagtatanong at naebibigay ng komento. (Encourages questions and comments.)			✓		
Nasasagot ang mga tanong nang tumpak/wasto. (Answers questions clearly/correctly.)			✓		



Pinapadali ang talakayan sa panahon ng lecture. (Facilitates discussion during lecture.)					
Organisasyon (Organization)					
Nagbibigay ng paunang pangkalahatang-ideya tungkol sa paksa. (Gives preliminary overview of lecture.)					
Iviaayos ang pagkakasunod-sunod ng bawat paksa. (Signals transition to new topic.)					
Ipinaliliwanag kung papaano magkakaugnay ang bawat paksa. (Explains how each topic fits in.)					
Presentasyon (Presentation)					
Nagpapakita ng kumpiyansa sa sarili. (Projects confidence)					
Nagpapakita ng kahusayan hinggil sa paksaang tinatalakay. (Have full mastery about the topic being discussed.)					
Malinaw at nababasa ang powerpoint presentation. (Presentation is visible and readable.)					
Ang boses ay malakas at malinaw na naririnig. (The voice is loud and audible.)					

Adapted from Murray, H. (1985). Classroom teaching behaviors related to college teaching effectiveness. In J. Donald & A. Sullivan (Eds.), *Using research to improve teaching*, p. 25. San Francisco: Jossey-Bass.

Anong bahagi ng talakayan ang pinaka gusto mo?
(What part of the topic do you like the most?)

lahat

Mga Mungkahi/Rekomendasyon:

(Suggestions/Recommendations :)

note. Questions to Barangay officials

**Individual Evaluation per
Participants
Project 2 and 3**

EVALUATION FORM
(Project 2: Good Operations and Skills Enhancement)

This is to evaluate the CAS Extension project (BUGKOS) Bringing and Upholding Good governance through Knowledge, Operations, and Skills enhancement program

Profile of Respondents

Name (Optional): _____

Position/ Occupation: _____

Directions: Please put a mark check (✓) on the space provided that signify your level of agreement base on the following scale and descriptive interpretation.

Panuto: Paliwanagan ng Check (✓) ang malaking tapos sa paglalarawan ng inyong pagpapang-ayon base sa puntad at kumangang Interpretasyon

- 5 - Strongly Agree (*Labos na sumasang - ayon*)
- 4 - Agree (*Sumasang - ayon*)
- 3 - Neutral (*Ayural*)
- 2 - Disagree (*Ilalil Sumasang ayon*)
- 1 - Strongly Disagree (*Labos na ilalil sumasang - ayon*)

Impressions of the Recipient:

Indicators	5	4	3	2	1
1. There is a well coordination between SK, Tol and the CAS <i>Mayroong maayos na koordinasyon and SK, Tol at ang CAS</i>	✓				
2. The CAS do their part well as stated in the agreement <i>Gitagapin ng CAS ang kanilang mga tungkulin ayon sa nagpakatambon</i>	✓				
3. Barangay Officials partners do their part well <i>Gitawag ng mga partner ng Barangay officials ang kanilang Gawain</i>		✓			
4. The discussion during the activities was excellent <i>Maayos ang mga talakayan sa mga sesiyon</i>		✓			
5. The points of discussions were clear during the seminar <i>Maliwanag ang mga punto sa talakayan sa seminar</i>		✓			
6. Participant during the seminars were free to ask questions <i>Malayong makikipagtanong ang mga participant sa seminar</i>		✓			
7. The topics being discussed were useful to the participants <i>Yakapang sa mga kahalok ang mga paksa sa sesiyon</i>		✓			
8. There is an excellent use of multi-media as visual aid for the discussions <i>Malayag ang paggamit ng multimedia bilang visual aid sa mga talakayan</i>			✓		
9. Participants gain knowledge at the seminar <i>Marunong nanaman ang mga kahalok sa seminar</i>		✓			
10. Expectations of the participants were met <i>Nasabi ang mga inaasahang ibang aspeto ng mga kahalok</i>		✓			
11. Resource speakers were very good during seminar <i>Makabuluag ang mga resource speaker sa seminar</i>		✓			
12. There is a good accommodations for the participants of the activity <i>Matatag na mayroong na accommodations sa mga kahalok sa activity</i>			✓		
13. The venue was conducive for learning <i>Ang pisaglaban ay maayos para manat</i>		✓			
14. There is a good food/snacks served during the session <i>Maayos ang paglala/merienda sa ibang sesyon</i>			✓		
15. There is a well coordination with the IATF in conducting the gatherings <i>Mayroong maayos na koordinasyon sa IATF sa pagpapag ng pagtatipon</i>	✓				

Over-all Evaluation of the Project

(Please rate the project base on the following ratings: 5 - Excellent, 4 - Very Good, 3 - Good, 2 - Fair, 1 - Poor)

Indicators	5	4	3	2	1
1. Coordination (<i>Koordinasyon</i>)	✓				
2. Barangay Participation (<i>paglahok ng Barangay Officials</i>)	✓				
3. Discussions during the seminar/workshops (<i>ang usapin sa seminar at Workshop</i>)	✓				
4. Usefulness of the knowledge gained (<i>kakalagahan ng mga naratanap</i>)	✓				

(Project 2: Good Operations and Skills Enhancement)

This is to evaluate the CAS Extension project (BUGKOS) Bringing and Upholding Good governance through Knowledge, Operations, and Skills enhancement program

Profile of Respondents

Name (Optional): Jelyn G. Rode

Position/Occupation: HRG Secretary

Directions: Please put a mark check (✓) on the space provided that signify your level of agreement base on the following scale and descriptive interpretation.

Putang/Patunayan ng Check (✓) ang nakalathang espasyo sa nagsabuwang ng inyong pagtugon-sagot base sa pamamagat ng katingapang Interpretasyon

- 5 – Strongly Agree (Ibabaw na ramangang - aram)
4 – Agree (Ramangang - aram)
3 – Neutral (Nutral)
2 – Disagree (Ibabaw na ramangang aram)
1 – Strongly Disagree (Ibabaw na Ibabaw ramangang - aram)

Impression of the Recipient:

Indicators	5	4	3	2	1
1. There is a well coordination between SK Fed and the CAS <i>Alinang ang kasapangan sa koordinasyon ng SK Fed at ang CAS</i>		✓			
2. The CAS do their part well as stated in the agreement <i>Ginagana ng CAS ang bahaging mga tungkulin ayon sa kasapangan</i>		✓			
3. Barangay Officials partners do their part well <i>Ginaganang ang bahaging mga tungkulin ng barangay officials ang kasapangan</i>		✓			
4. The discussion during the activities was excellent <i>Alinang ang mga talakayan sa mga aktibidad</i>		✓			
5. The points of discussions were clear during the seminar <i>Alinang ang mga punto sa talakayan sa seminar</i>		✓			
6. Participant during the seminars were free to ask question <i>Alinang nakikipagtanong ang mga participant sa seminar</i>		✓			
7. The topics being discussed were useful to the participants <i>Nakalathang sa mga kalakal ang mga punto sa talakayan</i>			✓		
8. There is an excellent use of multi-media as visual aid for the discussions <i>Alinang ang paggamit ng multi-media bilang visual aid sa mga talakayan</i>					
9. Participants gain knowledge in the seminar <i>Alinang nanatili ang mga kalakal sa seminar</i>		✓			
10. Expectations of the participants were met <i>Sagot ang mga inaasapang aspeto seminar ng mga kalakal</i>		✓			
11. Resource speakers were very good during seminar <i>Alinang ang mga resource speaker sa seminar</i>			✓		
12. There is a good accommodations for the participants of the activity <i>Alinang nakapagpapaligay sa mga kalakal sa aktibidad</i>			✓		
13. The venue was conducive for learning <i>Alinang pangalamanan sa maayos para maunlad</i>			✓		
14. There is a good food/snacks served during the session <i>Alinang ang paglathay sa pagkain sa ibang mga</i>			✓		
15. There is a well coordination with the LATH in conducting the gatherings <i>Alinang kasapangan sa koordinasyon sa LATH sa pagpapaligay ng paglathay</i>			✓		

Over-all Evaluation of the Project

(Please rate the project base on the following ratings: 5 – Excellent, 4 – Very Good, 3 – Good, 2 – Fair, 1 – Poor)

Indicators	5	4	3	2	1
1. Coordination (Kasapangan)					
2. Barangay Participation (paglathay ng Barangay Officials)					
3. Discussions during the seminar/workshops (mga talakayan sa seminar at workshop)					
4. Usefulness of the knowledge gained (katingapang ng mga natutunan)					

EVALUATION FORM
(Project 2: Good Operations and Skills Enhancement)

This is to evaluate the CAS Extension project (BUGKOS) Bringing and Upholding Good governance through Knowledge, Operations, and Skills enhancement program

Profile of Respondents

Name (Optional): ALFREDO A. VILLONIS
Position/Occupation: RAGANID

Directions: Please put a mark check (✓) on the space provided that signify your level of agreement base on the following scale and descriptive interpretation.

Panuto: Pabalantayan ng Check (✓) ang nakalalarang apatayo na agulalarawan ng inyong pagiging wala hangay na puntal at karangatang interpretasyon

- 5 - Strongly Agree (Labis na sumangay - ayon)
- 4 - Agree (Sumangay - ayon)
- 3 - Neutral (Neutral)
- 2 - Disagree (Hindi sumangay ayon)
- 1 - Strongly Disagree (Labis na Hindi sumangay - ayon)

Impressions of the Recipient:

Indicators	5	4	3	2	1
1. There is a well coordination between SK Fed and the CAS <i>Maraming maayos na koordinasyon ang SK Fed at ang CAS</i>		✓			
2. The CAS do their part well as stated in the agreement <i>Giuganaw ng CAS ang kanilang mga tungkulin ayon sa nagsangayng bahay</i>		✓			
3. Barangay Officials/partners do their part well <i>Giuganaw ng maayos ng mga partner na Barangay officials ang kanilang tungkulin</i>		✓			
4. The discussion during the activities was excellent <i>Mabait ang mga talakayan sa mga aralin</i>		✓			
5. The points of discussions were clear during the seminar <i>Mabait ang mga punto sa talakayan sa seminar</i>		✓			
6. Participant during the seminars were free to ask question <i>Mabait ang nakikipagtanong ang mga participant sa seminar</i>		✓			
7. The topics being discussed were useful to the participants <i>Natutulong sa mga kalahok ang mga paksa na itinakas</i>		✓			
8. There is an excellent use of multi-media as visual aid for the discussions <i>Mabait ang paggamit ng multimedia bilang visual aid sa mga talakayan</i>		✓			
9. Participants gain knowledge in the seminar <i>Maraming natutunan ang mga kalahok sa seminar</i>		✓			
10. Expectations of the participants were met <i>Natupay ang mga inaasahang aspeto natutunan ng mga kalahok</i>		✓			
11. Resource speakers were very good during seminar <i>Mabait ang mga resource speaker sa seminar</i>		✓			
12. There is a good accommodations for the participants of the activity <i>Maraming mabait na accommodation sa mga kalahok sa activity</i>		✓			
13. The venue was conducive for learning <i>Ang pangalagaan ay mabait para matuto</i>		✓			
14. There is a good food/snacks served during the sessite <i>Mabait ang pagkain/meryenda sa talakayan</i>		✓			
15. There is a well coordination with the IATF in conducting the gatherings <i>Maraming maayos na koordinasyon sa IATF sa pagganap ng pagtitipon</i>		✓			

Overall Evaluation of the Project

(Please rate the project base on the following ratings: 5 - Excellent, 4 - Very Good, 3 - Good, 2 - Fair, 1 - Poor)

Indicators	5	4	3	2	1
1. Coordination (Koordinasyon)		✓			
2. Barangay Participation (paglahok ng Barangay Officials)		✓			
3. Discussions during the seminar/workshops (mga isapin sa seminar at Workshop)		✓			
4. Conduciveness of the beneficiaries toward check/evaluation on their participation		✓			

(Project 2: Good Operations and Skills Enhancement)

This is to evaluate the CAS Extension project (BUGKOS) Bringing and Upholding Good governance through Knowledge, Operations, and Skills enhancement program

Profile of Respondent

Name (Optional): DELA

Position/Occupation: SK (BAGONG LUPAT)

Directions: Please put a mark check (✓) in the space provided that signify your level of agreement base on the following scale and descriptive interpretation.

Paunang-Panunaw: Patalinghagan ng Check (✓) ang nakalathang (space) sa ngalan ng mga bilang-pagpipitayon base sa pamamagitan ng kumapitang interpretasyon.

- 5 - Strongly Agree (Labis na sumasang - ayon)
- 4 - Agree (Sumasang - ayon)
- 3 - Neutral (Nayral)
- 2 - Disagree (Hindi Sumasang - ayon)
- 1 - Strongly Disagree (Labis na Hindi sumasang - ayon)

Impressions of the Recipient:

Indicators	5	4	3	2	1
1. There is a well coordination between SK Fed and the CAS Maging maayos na koordinasyon ang SK Fed at ang CAS	/				
2. The CAS do their part well as stated in the agreement Ginagawa ng CAS ang kanilang mga tungkulin ayon sa nagpakikatawan		/			
3. Barangay Officials partners do their part well Ginawa ng mayon ng mga partner na barangay officials ang kanilang Gansin		/			
4. The discussion during the activities was excellent Mabisa ang mga talakayan sa mga aktibidad		/			
5. The points of discussions were clear during the seminar Malinaw ang mga punto sa talakayan sa seminar		/			
6. Participant during the seminars were free to ask questions Malayang nakalathang ang mga participant sa seminar		/			
7. The topics being discussed were useful to the participants Nalathang sa mga talakayan ang mga punto sa talakayan	/				
8. There is an excellent use of multi-media as visual aid for the discussions Mabisa ang paggamit ng multimedia bilang visual aid sa mga talakayan		/			
9. Participants gain knowledge in the seminar Maraming natutuhan ang mga talakayan sa seminar		/			
10. Expectations of the participants were met Nalathang ang mga inaasahang aspeto ng mga talakayan		/			
11. Resource speakers were very good during seminar Mabisa ang mga resource speaker sa seminar		/			
12. There is a good accommodations for the participants of the activity Maging maayos na accommodations sa mga talakayan sa aktibidad		/			
13. The venue was conducive for learning Ang paglalathang sa seminar para mabisa		/			
14. There is a good food/snacks served during the session Maging maayos ang paglathang sa mga aktibidad	/				
15. There is a well coordination with the LUPAT in conducting the gathering Maging maayos na koordinasyon sa LUPAT sa paggamit ng paglalathang		/			

Over-all Evaluation of the Project

(Please rate the project base on the following ratings: 5 - Excellent, 4 - Very Good, 3 - Good, 2 - Fair, 1 - Poor)

Indicators	5	4	3	2	1
1. Coordination (Koordinasyon)	/				
2. Barangay Participation (paglalathang ng Barangay Officials)	/				
3. Discussions during the seminar/workshops (mga aspeto sa seminar at Workshop)	/				
4. Venue (Pangkalahatan)	/				

EVALUATION FORM
(Project 2: Good Operations and Skills Enhancement)

This is to evaluate the CAS Extension project (BUGKOS) Bringing and Upholding Good governance through Knowledge, Operations, and Skills enhancement program

Profile of Respondent

Name (Optional): Jorge A. Zuela
 Position/Occupation: Mayor, Tapanan

Directions: Please put a check (✓) on the space provided that signify your level of agreement base on the following scale and descriptive interpretation.

Panuto: Palarinlahan ng Check (✓) ang nakalathang opisyo na naglalaman ng ibang pagpapaliwanag batay sa pinalat at karagatang interpretasyon

- 5 - Strongly Agree (Tibay na sumangay - ayon)
- 4 - Agree (Sumangay - ayon)
- 3 - Neutral (Niyaya)
- 2 - Disagree (Hindi Sumangay ayon)
- 1 - Strongly Disagree (Labis na Hindi sumangay - ayon)

Impressions of the Recipient:

Indicators	5	4	3	2	1
1. There is a well coordination between SK Fed and the CAS <i>Maging maayos na koordinasyon ang SK Fed at ang CAS</i>		✓			
2. The CAS do their part well as stated in the agreement <i>Giingat ng CAS ang kanilang mga bahagi ayon sa nagpapatunayan</i>		✓			
3. Barangay Officials partners do their part well <i>Giingat ng mayors ng mga partner na barangay officials ang kanilang Gawain</i>		✓			
4. The discussion during the activities was excellent <i>Maging ang mga talabuhay sa mga activities</i>		✓			
5. The points of discussions were clear during the seminar <i>Maging ang mga punto sa talabuhay sa seminar</i>		✓			
6. Participant during the seminars were free to ask question <i>Maging nakakapagtanong ang mga participants sa seminar</i>		✓			
7. The topics being discussed were useful to the participants <i>Nakapagkatulong sa mga talabuhay ang mga punto sa talabuhay</i>		✓			
8. There is an excellent use of multi-media as visual aid for the discussions <i>Maging ang paggamit ng multimedia bilang visual aid sa mga talabuhay</i>		✓			
9. Participants gain knowledge in the seminar <i>Maraming natutunan ang mga talabuhay sa seminar</i>		✓			
10. Expectations of the participants were met <i>Nacabat ang mga inaasapang aspeto matatagpuan ng mga talabuhay</i>		✓			
11. Resource speakers were very good during seminar <i>Mabuhay ang mga resource speaker sa seminar</i>		✓			
12. There is a good accommodations for the participants of the activity <i>Maging maayos na accommodations sa mga talabuhay sa activity</i>		✓			
13. The venue was conducive for learning <i>Ang pagpapaliwanag ay maayos para maging</i>		✓			
14. There is a good food/snacks served during the session <i>Maging ang pagkain/meyenda na inilathala</i>		✓			
15. There is a well coordination with the (LAP) in conducting the gatherings <i>Maging maayos na koordinasyon sa LAP sa pagpapalit ng pagtatagpuan</i>		✓			

Over-all Evaluation of the Project

(Please rate the project base on the following ratings: 5 – Excellent, 4 – Very Good, 3 – Good, 2 – Fair, 1 – Poor)

Indicators	5	4	3	2	1
1. Coordination (Koordinasyon)		✓			
2. Barangay Participation (paglibak ng Barangay Officials)		✓			
3. Discussions during the seminar/workshops (mga aspeto sa seminar at		✓			

EVALUATION FORM
(Project 2: Good Operations and Skills Enhancement)

This is to evaluate the CAS Extension project (BUGKOS) Bringing and Upholding Good governance through Knowledge, Operations, and Skills enhancement programs

Profile of Respondents

Name (Optional): Julie Fe Gregorio
Position/Occupation: SK SECRETARY

Directions: Please put a mark check (✓) on the space provided that signify your level of agreement base on the following scale and descriptive interpretation.

Panuto: Pabalantohan ng (Check ✓) ang kahulagang ipayaya sa ngkaharman ng ibang pagtatagapay ayon sa puntad sa karangyong interpretation

- 5 - Strongly Agree (Labas na sumangay - ayon)
- 4 - Agree (Sumangay - ayon)
- 3 - Neutral (Niyutral)
- 2 - Disagree (Hindi Sumangay ayon)
- 1 - Strongly Disagree (Labas na hindi sumangay - ayon)

Impressions of the Recipient:

Indicators	5	4	3	2	1
1. There is a well coordination between SK Fed and the CAS <i>Maging maayos na koordinasyon ang SK Fed at ang CAS</i>	✓				
2. The CAS do their part well as stated in the agreement <i>Guarano ng CAS ang kanilang mga tungkulin ayon sa nagpagkamatihan</i>	✓				
3. Barangay Officials partners do their part well <i>Govano ng mgaos ng mga partner sa barangay officials ang kanilang Gawala</i>	✓				
4. The discussion during the activities was excellent <i>Maging ang mga talakayan sa mga aktibidad</i>	✓				
5. The points of discussions were clear during the seminar <i>Malino ang mga punto sa talakayan sa seminar</i>	✓				
6. Participants during the seminars were free to ask question <i>Malayang nakatutugon ang mga participant sa seminar</i>	✓				
7. The topics being discussed were useful to the participants <i>Nakatalag na mga kahulag ang mga punto sa talakayan</i>	✓				
8. There is an excellent use of multi-media as visual aid for the discussions <i>Maluso ang paggamit ng multi-media bilang visual aid sa mga talakayan</i>	✓				
9. Participants gain knowledge in the seminar <i>Maraming natutunan ang mga kahulag sa seminar</i>	✓				
10. Expectations of the participants were met <i>Naisip ang mga inaasahang aspeto ng mga kahulag</i>	✓				
11. Resource speakers were very good during seminar <i>Malinhon ang mga resource speaker sa seminar</i>	✓				
12. There is a good accommodations for the participants of the activity <i>Maging maayos na accommodations sa mga kahulag sa activity</i>	✓				
13. The venue was conducive for learning <i>Ang pagtatagapay ay maayos para matuto</i>	✓				
14. There is a good food/snacks served during the session <i>Maging ang pagkain/meryenda na ibinerehal</i>	✓				
15. There is a well coordination with the LGU in conducting the gatherings <i>Maraming maayos na koordinasyon sa LGU sa pagtatagapay ng pagtatagapay</i>	✓				

Overall Evaluation of the Project

(Please rate the project base on the following ratings: 5 - Excellent, 4 - Very Good, 3 - Good, 2 - Fair, 1 - Poor)

Indicators	5	4	3	2	1
1. Coordination (Koordinasyon)	✓				
2. Barangay Participation (paglahok ng Barangay Officials)	✓				
3. Discussions during the seminar/workshops (mga usap sa seminar at Workshop)	✓				
4. Usefulness of the knowledge gained (kahulagahan ng mga natutunan)	✓				

EVALUATION FORM
(Project 2: Good Operations and Skills Enhancement)

This is to evaluate the CAS Extension project (BUCKOS) Bringing and Upholding Good governance through Knowledge, Operations, and Skills enhancement program

Profile of Respondents

Name (Optional): _____

Position/ Occupation: _____

Directions: Please put a mark check (✓) on the space provided that signify your level of agreement base on the following scale and descriptive interpretation.

Panuto/Pakomarkahan ng Check (✓) ang nababaitang apatayo na regularidad ng inyong pagpang-aayon batay sa puntad at katumpayang interpretasyon.

- 5 – Strongly Agree (Lubos na sumasangayon - ayon)
- 4 – Agree (Sumasangayon - ayon)
- 3 – Neutral (Nayarin)
- 2 – Disagree (Hindi Sumasangayon - ayon)
- 1 – Strongly Disagree (Lubos na Hindi sumasangayon - ayon)

Impressions of the Recipient:

Indicators	5	4	3	2	1
1. There is a well coordination between SK Fed and the CAS Mabuting maayos na koordinasyon and SK Fed at ang CAS	✓				
2. The CAS do their part well as stated in the agreement Ginagawa ng CAS ang kanilang mga tungkulin ayon sa nagpapalitan		✓			
3. Barangay Officials partners do their part well Ginawa ng estado ng mga partner na barangay officials ang kanilang ginawa		✓			
4. The discussion during the activities was excellent Mabait ang mga talakayan sa mga aktibidad	✓				
5. The points of discussions were clear during the seminar Mabait ang mga punto sa talakayan sa seminar	✓				
6. Participant during the seminars were free to ask question Mabait ang pakikipag-ugnayan ang mga participant sa seminar	✓				
7. The topics being discussed were useful to the participants Natalakay sa mga talakay ang mga paksa na mahalaga					
8. There is an excellent use of multi-media as visual aid for the discussion Mabait ang paggamit ng multimedia bilang visual aid sa mga talakayan		✓			
9. Participants gain knowledge in the seminar Maraming natutuhan ang mga talakay sa seminar	✓				
10. Expectations of the participants were met Nabatay ang mga inaasahang aspeto ng mga talakay	✓				
11. Resource speakers were very good during seminar Mabait ang mga resource speaker sa seminar	✓				
12. There is a good accommodations for the participants of the activity Mabait ang mabait na accommodations sa mga talakay sa aktibidad		✓			
13. The venue was conducive for learning Ang lugar para sa mga talakay ay mabait para sa talakay	✓				
14. There is a good food/snacks served during the seminar Mabait ang paglalarang serbisyo sa seminar	✓				
15. There is a well coordination with the IATF in conducting the gathering Mabait ang maayos na koordinasyon sa IATF sa pagpapang-aayon ng pagtatagpuan	✓				

Over-all Evaluation of the Project

(Please rate the project base on the following ratings: 5 - Excellent, 4 - Very Good, 3 - Good, 2 - Fair, 1 - Poor)

Indicators	5	4	3	2	1
1. Coordination (Kordinasyon)	✓				
2. Barangay Participation (Paglahok ng Barangay Officials)	✓				
3. Discussions during the seminar/workshops (Mga talakay sa seminar at workshop)	✓				

EVALUATION FORM
(Project 2: Good Operations and Skills Enhancement)

This is to evaluate the CAS Extension project (BUGKOS) Bringing and Upholding Good governance through Knowledge, Operations, and Skills enhancement program

Profile of Respondents

Name (Optional): Jay P. Ponce
Position/Occupation: City Engineer

Directions: Please put a mark check (✓) on the space provided that signify your level of agreement base on the following scale and descriptive interpretation.

Panuto/Pakiusap na Check (✓) ang nababawag ng mga na nglalarawan ng inyong pagkaka-ayon batay sa pabalat at karampatang interpretasyon

- 5 - Strongly Agree (Lubus na sumangay - ayon)
- 4 - Agree (Sumangay - ayon)
- 3 - Neutral (Niyutral)
- 2 - Disagree (Hindi sumangay ayon)
- 1 - Strongly Disagree (Lubus na Hindi sumangay - ayon)

Impressions of the Recipient:

Indicators	5	4	3	2	1
1. There is a well coordination between SK Fed and the CAS <i>Maging maayos na koordinasyon ang SK Fed at ang CAS</i>		✓			
2. The CAS do their part well as stated in the agreement <i>Ginagawa ng CAS ang kanilang mga tungkulin ayon sa nagagawang</i>		✓			
3. Barangay Officials partners do their part well <i>Ginawa ng mga partner na barangay officials ang kanilang Gawa</i>	✓				
4. The discussion during the activities was excellent <i>Mabuti ang mga talakayan sa mga aktibidad</i>	✓				
5. The points of discussions were clear during the seminar <i>Mabuti ang mga punto sa talakayan sa seminar</i>	✓				
6. Participant during the seminars were free to ask question <i>Mabuting nakalalagay ang mga participant sa seminar</i>		✓			
7. the topics being discussed were useful to the participants <i>Alakal ang mga talakayan ang mga paksa sa talakayan</i>		✓			
8. There is an excellent use of multi-media as visual aid in the discussion <i>Mabuti ang paggamit ng multimedia bilang visual aid sa mga talakayan</i>		✓			
9. Participants gain knowledge in the seminar <i>Maraming natutunan ang mga talakayan sa seminar</i>		✓			
10. Expectations of the participants were met <i>Isaibot ang mga inaasapang aspeto natutunan ng mga talakayan</i>		✓			
11. Resource speakers were very good during seminar <i>Mabuti ang mga resource speaker sa seminar</i>	✓				
12. There is a good accommodations for the participants of the activity <i>Maging maayos na accommodation sa mga talakayan sa aktibidad</i>			✓		
13. The venue was conducive for learning <i>Ang pangalagaan ay maayos para natutunan</i>		✓			
14. There is a good food/snacks served during the session <i>Mabuti ang pagkain/merienda sa inirang</i>	✓				
15. There is a well coordination with the INTF in conducting the gatherings <i>Maging maayos na koordinasyon sa INTF sa pagganap ng pagtatagpuan</i>			✓		

Over-all Evaluation of the Project

(Please rate the project base on the following ratings: 5 - Excellent, 4 - Very Good, 3 - Good, 2 - Fair, 1 - Poor)

Indicators	5	4	3	2	1
1. Coordination (Koordnasyon)		✓			
2. Barangay Participation (paglahok ng Barangay Officials)		✓			
3. Discussions during the seminar/workshops (mga usap sa seminar at Workshop)		✓			
4. Usefulness of the knowledge gained (alakal/iguhap ng mga talakayan)		✓			

EV EVALUATION FORM
(Project 2: Good Operations and Skills Enhancement)

This is to evaluate the CAS Extension project (BUGKOS) Bringing and Upholding Good governance through Knowledge, Operations, and Skills enhancement program

Profile of Respondents

Name (Optional): Filmer P. Samicista

Position/Occupation: BRG/KGWP

Directions: Please put a mark check (✓) on the space provided that signify your level of agreement base on the following scale and descriptive interpretation.

Panata: Palamang-kahulugan ng Check (✓) ang nakalalang titik sa paglalarawan ng bawat pangang-ayon batay sa paraan ng karangalang interpretation

- 5 – Strongly Agree (Lubos na sumasang – ayon)
- 4 – Agree (Sumasang – ayon)
- 3 – Neutral (Niyental)
- 2 – Disagree (Hindi Sumasang ayon)
- 1 – Strongly Disagree (Lubos na Hindi sumasang – ayon)

Impressions of the Recipient:

Indicators	5	4	3	2	1
1. There is a well coordination between SK Fed and the CAS <i>Maging maayos na koordinasyon ang SK Fed at ang CAS</i>		✓			
2. The CAS do their part well as stated in the agreement <i>Ginagawa ng CAS ang kanilang mga tungkulin ayon sa nagsaguhang-akda</i>		✓			
3. Barangay Officials partners do their part well <i>Ginawa ng mga tagapartner na barangay officials ang kanilang Gawin</i>	✓				
4. The discussion during the activities was excellent <i>Mabisa ang mga talakayan sa mga aktibidad</i>	✓				
5. The points of discussions were clear during the seminar <i>Mabisa ang mga punto sa talakayan sa seminar</i>	✓				
6. Participant during the seminars were free to ask questions <i>Mabiyang nangalapagustong ang mga partisipante sa seminar</i>	✓				
7. The topics being discussed were useful to the participants <i>Natutulong sa mga kalahok ang mga punto sa talakayan</i>	✓				
8. There is an excellent use of multi-media as visual aid for the discussions <i>Mabisa ang paggamit ng multimedia bilang visual aid sa mga talakayan</i>	✓				
9. Participants gain knowledge in the seminar <i>Maraming natutunan ang mga kalahok sa seminar</i>		✓			
10. Expectations of the participants were met <i>Nasabuhay ang mga inaasahang alagat natutunan ng mga kalahok</i>		✓			
11. Resource speakers were very good during seminar <i>Mababait ang mga resource speaker sa seminar</i>		✓			
12. There is a good accommodations for the participants of the activity <i>Maging maayos na accommodations sa mga kalahok sa activity</i>	✓				
13. The venue was conducive for learning <i>Ang pangalagaan ay maayos para matutun</i>		✓			
14. There is a good food/snacks served during the session <i>Mabisa ang pagkain/meryenda sa istasyon</i>		✓			
15. There is a well coordination with the LGU in conducting the gathering <i>Maging maayos na koordinasyon sa LGU sa pagganap ng pagtitipon</i>	✓				

Over-all Evaluation of the Project

(Please rate the project base on the following ratings: 5 – Excellent, 4 – Very Good, 3 – Good, 2 – Fair, 1 – Poor)

Indicators	5	4	3	2	1
1. Coordination (Koordinasyon)		✓			
2. Barangay Participation (paglahok ng Barangay Officials)		✓			
3. Discussions during the seminar/workshops (mga usapin sa seminar at Workshop)		✓			
4. Usefulness of the knowledge gained (kahalagahan ng mga natutunan)		✓			

This is to evaluate the CAS Extension project (BUGKOS) Bringing and Upbuilding Good governance through Knowledge, Operations, and Skills-enhancement program.

Profile of Respondents

Name (Optional): Levy P. Regal
 Position/Occupation: Mayor, Pangasinan

Directions: Please put a mark check (✓) on the space provided that signify your level of agreement based on the following scale and descriptive interpretation.

Panatilihin ang Check (✓) ang nababang sagot na ngilalarawan ng inyong pagkag-iyon batay sa puntal at karampatang interpretasyon

- 5 - Strongly Agree (Ito ay sumasag - ayon)
 4 - Agree (Sumasag - ayon)
 3 - Neutral (Neutral)
 2 - Disagree (Hindi Sumasag ayon)
 1 - Strongly Disagree (Labis na Hindi sumasag - ayon)

Impressions of the Recipients:

Indicators	5	4	3	2	1
1. There is a well coordination between SK, Fed and the CAS <i>Mabuting maayos na koordinasyon ang SK, Fed at ang CAS</i>		✓			
2. The CAS do their part well as stated in the agreement <i>Ginagawa ng CAS ang kanilang mga tungkulin ayon sa mga pagkakatambag</i>		✓			
3. Barangay Officials partners do their part well <i>Ginagawa ng mga opisal ng mga partner na barangay officials ang kanilang Gawain</i>	✓	✓			
4. The discussions during the activities was excellent <i>Mabisa ang mga talakayan sa mga aktibidad</i>		✓			
5. The points of discussions were clear during the seminar <i>Mabisa ang mga punto sa talakayan sa seminar</i>		✓			
6. Participants during the seminars were free to ask questions <i>Mabisa ang talakayang mga mga participant sa seminar</i>		✓			
7. The topics being discussed were useful to the participants <i>Natuturing sa mga talakay ang mga paksa na tinatalakay</i>		✓			
8. There is an excellent use of multi-media as visual aid for the discussions <i>Mabisa ang paggamit ng multimedia bilang visual aid sa mga talakayan</i>		✓			
9. Participants gain knowledge in the seminar <i>Maraming natutunan ang mga talakay sa seminar</i>		✓			
10. Expectations of the participants were met <i>Nabatay ang mga inaasahang aspeto niinatang ng mga talakay</i>		✓			
11. Resource speakers were very good during seminar <i>Mabisa ang mga resource speaker sa seminar</i>		✓			
12. There is a good accommodations for the participants of the activity <i>Mabisa ang mga accommodation sa mga talakay sa activity</i>		✓			
13. The venue was conducive for learning <i>Ang pagkakatambag ay mabisa para matalo</i>		✓			
14. There is a good food/snacks served during the session <i>Mabisa ang pagkakatambag na iniserve</i>		✓			
15. There is a well coordination with the IATF in conducting the gathering <i>Mabisa ang mga na koordinasyon sa IATF sa pagganap ng pagtatagpuan</i>	✓				

Over-all Evaluation of the Project

(Please rate the project base on the following ratings: 5 - Excellent, 4 - Very Good, 3 - Good, 2 - Fair, 1 - Poor)

Indicators	5	4	3	2	1
1. Coordination (Koordinasyon)		✓			
2. Barangay Participation (paglalak ng Barangay Officials)	✓				
3. Discussions during the seminar/workshops (mga talakay sa seminar at workshop)		✓			
4. Usefulness of the knowledge gained (kalahugihan ng mga natutunan)	✓				

EVALUATION FORM
(Project 3: Advocacy on Gender Development and Environmental Protection)

This is to evaluate the CAS Extension project (BUGKOS) Bringing and Upholding Good governance through Knowledge, Operations, and Skills enhancement program

Profile of Respondents

Name (Optional): _____

Position/ Occupation: _____

Directions: Please put a mark check (✓) on the space provided that signify your level of agreement base on the following scale and descriptive interpretation.

Panuto: Pakimarkahan ng Check (✓) ang nakalaang ispasyo na nglalarawan ng inyong pagsang-ayon batay sa panukat at karampatang interpretasyon

- 5 – Strongly Agree (*lubos na sumasang – ayon*)
- 4 – Agree (*Sumasang – ayon*)
- 3 – Neutral (*Nyutral*)
- 2 – Disagree (*Hindi Sumasang ayon*)
- 1 – Strongly Disagree (*Lubos na Hindi sumangasang – ayon*)

Impressions of the Recipient:

Indicators	Speaker 1					Speaker 2					Speaker 3					Speaker 4					Over-all Project		
	5	4	3	2	1	5	4	3	2	1	5	4	3	2	1	5	4	3	2	1	5	4	3
1. There is a well coordination between SK Fed and the CAS <i>Mayroong maayos na koordinasyon and SK Fed at ang CAS</i>		✓				✓																	
2. The CAS do their part well as stated in the agreement <i>Ginagawa ng CAS ang kanilang mga tungkulin ayon sa napagkasunduan</i>		✓				✓																	
3. Barangay Officials partners do their part well <i>Ginawa ng maayos ng mga partner na barangay officials ang kanilang Gawain</i>		✓				✓																	
4. The discussion during the activities was excellent <i>Maayos ang mga talakayan sa mga actitiies</i>	✓					✓																	
5. The points of discussions were clear during the seminar <i>Malinaw ang mga punto sa talakayan sa seminar</i>		✓				✓																	
6. Participant during the seminars were free to ask question <i>Malayang nakakapagtanong ang mga participant sa</i>		✓					✓																

EVALUATION FORM
(Project 3: Advocacy on Gender Development and Environmental Protection)

This is to evaluate the CAS Extension project (BUGKOS) Bringing and Upholding Good governance through Knowledge, Operations, and Skills enhancement program

Profile of Respondents

Name (Optional): Filger D. Samuino
Position/Occupation: PRG RW

Directions: Please put a mark check (✓) on the space provided that signify your level of agreement base on the following scale and descriptive interpretation.

Panuto: Pakimarkahan ng Check (✓) ang nakalaang ispasyo na nglalarawan ng inyong pagsang-ayon batay sa panukat at karampatang interpretasyon

- 5 - Strongly Agree (Lubos na sumasang - ayon)
- 4 - Agree (Sumasang - ayon)
- 3 - Neutral (Nyutral)
- 2 - Disagree (Hindi Sumasang ayon)
- 1 - Strongly Disagree (Lubos na Hindi sumangsang - ayon)

Impressions of the Recipient:

Indicators	Speaker 1					Speaker 2					Speaker 3					Speaker 4					Over-all Project		
	5	4	3	2	1	5	4	3	2	1	5	4	3	2	1	5	4	3	2	1	5	4	3
1. There is a well coordination between SK Fed and the CAS <i>Mayroong maayos na koordinasyon and SK Fed at ang CAS</i>	✓					✓																	
2. The CAS do their part well as stated in the agreement <i>Ginagawa ng CAS ang kaniang mga tungkulin ayon sa napagkasunduan</i>	✓					✓																	
3. Barangay Officials partners do their part well <i>Ginawa ng maayos ng mga partner na barangay officials ang kaniang Gawain</i>	✓					✓																	
4. The discussion during the activities was excellent <i>Maayos ang mga talakayan sa mga activities</i>	✓					✓																	
5. The points of discussions were clear during the seminar <i>Malinaw ang mga punto sa talakayan sa seminar</i>	✓					✓																	
6. Participant during the seminars were free to ask question <i>Malayang nakakapagtanong ang mga participant sa</i>	✓					✓																	

7. the topics being discussed were useful to the participants <i>Nakatulong sa mga kalahok ang mga paksa na tinalakay</i>	✓					✓																	
8. There is an excellent use of multi-media as visual aid for the discussions <i>Mahusay ang paggamit ng multimedia bilang visual aid sa mga talakayan</i>			✓					✓															
9. Participants gains knowledge in the seminar <i>Maraming natutunan ang mga kalahok sa seminar</i>			✓					✓															
10. Expectations of the participants were met <i>Naabul ang mga inaasahang dapat mitutunan ng mga kalahok</i>			✓					✓															
11. Resource speakers were very good during seminar <i>Mahuhusay ang mga resource speaker sa seminar</i>	✓					✓																	
12. There is a good accommodations for the participants of the activity <i>Mayroong mahusay na accommodations sa mga kalahok sa activity</i>			✓					✓															
13. The venue was conducive for learning <i>Ang pinagdausan ay mainam para matuto</i>			✓					✓															
14. There is a good food/snacks served during the session <i>Maayos ang pagkain/meryenda na isinerved</i>	✓					✓																	
15. There is a well coordination with the IATF in conducting the gatherings <i>Mayroong maayos na koordinasyon sa IATF sa pagganap ng pagtitipon</i>				✓					✓														

Over-all Evaluation of the Project

(Please rate the project base on the following ratings: 5 - Excellent, 4 - Very Good, 3 - Good, 2 - Fair, 1 - Poor)

Indicators	5	4	3	2	1
1. Coordination (<i>Koordinasyon</i>)		✓			
2. Barangay Participation (<i>paglahok ng Barangay Officials</i>)		✓			
3. Discussions during the seminar/workshops (<i>mga usapin sa seminar at Workshop</i>)			✓		
4. Usefulness of the knowledge gained (<i>kahalagahan ng mga natutunan</i>)			✓		

EVALUATION FORM
(Project 3: Advocacy on Gender Development and Environmental Protection)

This is to evaluate the CAS Extension project (BUGKOS) Bringing and Upholding Good governance through Knowledge, Operations, and Skills enhancement program

Profile of Respondents

Name (Optional): _____
Position/ Occupation: _____

Directions: Please put a mark check (✓) on the space provided that signify your level of agreement base on the following scale and descriptive interpretation.

Panuto: Pakimarkahan ng Check (✓) ang nakalaang ispasyo na nglalarawan ng inyong pagsang-ayon batay sa pamukat at karampatang interpretasyon

- 5 – Strongly Agree (Lubos na sumasang – ayon)
- 4 – Agree (Sumasang – ayon)
- 3 – Neutral (Nyutral)
- 2 – Disagree (Hindi Sumasang ayon)
- 1 – Strongly Disagree (Lubos na Hindi sumangasang – ayon)

Impressions of the Recipient:

Indicators	Speaker 1					Speaker 2					Speaker 3					Speaker 4					Over-all Project				
	5	4	3	2	1	5	4	3	2	1	5	4	3	2	1	5	4	3	2	1	5	4	3		
1. There is a well coordination between SK Fed and the CAS <i>Mayroong maayos na koordinasyon and SK Fed at ang CAS</i>			✓					✓																	
2. The CAS do their part well as stated in the agreement <i>Ginagawa ng CAS ang kamilang mga tungkulin ayon sa napagkasunduan</i>		✓					✓																		
3. Barangay Officials partners do their part well <i>Ginawa ng maayos ng mga partner na barangay officials ang kamilang Gawain</i>		✓					✓																		
4. The discussion during the activities was excellent <i>Maayos ang mga talakayan sa mga activities</i>																									
5. The points of discussions were clear during the seminar <i>Malinaw ang mga punto sa talakayan sa seminar</i>		✓					✓																		
6. Participant during the seminars were free to ask question <i>Malayang nakakapagtanong ang mga participant sa</i>	✓					✓																			

7. the topics being discussed were useful to the participants <i>Nakatalong sa mga kalahok ang mga paksa na tinalakay</i>		✓					✓																
8. There is an excellent use of multi-media as visual aid for the discussions <i>Mahusay ang paggamit ng multimedia bilang visual aid sa mga talakayan</i>		✓					✓																
9. Participants gains knowledge in the seminar <i>Maraming natutunan ang mga kalahok sa seminar</i>		✓					✓																
10. Expectations of the participants were met <i>Naabot ang mga inaasahang dapat mtutunan ng mga kalahok</i>		✓					✓																
11. Resource speakers were very good during seminar <i>Mahuusay ang mga resource speaker sa seminar</i>		✓					✓																
12. There is a good accommodations for the participants of the activity <i>Mayroong mahusay na accommodations sa mga kalahok sa activity</i>		✓					✓																
13. The venue was conducive for learning <i>Ang pinagdanasan ay mainam para matuto</i>		✓					✓																
14. There is a good food/snacks served during the session <i>Maayos ang pagkain/meryenda na isinerved</i>		✓					✓																
15. There is a well coordination with the IATF in conducting the gatherings <i>Mayroong maayos na koordinasyon sa IATF sa paggamap ng pagtitipon</i>		✓					✓																

Over-all Evaluation of the Project

(Please rate the project base on the following ratings: 5 – Excellent, 4 - Very Good, 3 – Good, 2 – Fair, 1 – Poor)

Indicators	5	4	3	2	1
1. Coordination (<i>Koordinasyon</i>)		✓			
2. Barangay Participation (<i>paglahok ng Barangay Officials</i>)		✓			
3. Discussions during the seminar/workshops (<i>mga usapin sa seminar at Workshop</i>)		✓			
4. Usefulness of the knowledge gained (<i>kahalagahan ng mga natutunan</i>)		✓			

EVALUATION FORM
(Project 3: Advocacy on Gender Development and Environmental Protection)

This is to evaluate the CAS Extension project (BUGKOS) Bringing and Upholding Good governance through Knowledge, Operations, and Skills enhancement program

Profile of Respondents

Name (Optional): _____
Position/ Occupation: _____

Directions: Please put a mark check (✓) on the space provided that signify your level of agreement base on the following scale and descriptive interpretation.

Panuto: Pakimarkahan ng Check (✓) ang nakalalang isipayo na nglalarawan ng inyong pagsang-ayon batay sa panukat at karampatang interpretasyon

- 5 – Strongly Agree (*tubos na sumasang – ayon*)
- 4 – Agree (*Sumasang – ayon*)
- 3 – Neutral (*Nyutral*)
- 2 – Disagree (*Hindi Sumasang ayon*)
- 1 – Strongly Disagree (*Lubos na Hindi sumangasang – ayon*)

Impressions of the Recipient:

Indicators	Speaker 1					Speaker 2					Speaker 3					Speaker 4					Over-all Project		
	5	4	3	2	1	5	4	3	2	1	5	4	3	2	1	5	4	3	2	1	5	4	3
1. There is a well coordination between SK Fed and the CAS <i>Mayroong maayos na koordinasyon and SK Fed at ang CAS</i>		✓					✓																
2. The CAS do their part well as stated in the agreement <i>Ginagawa ng CAS ang kanilang mga tungkulin ayon sa napagkasunduan</i>		✓					✓																
3. Barangay Officials partners do their part well <i>Ginawa ng maayos ng mga partner na barangay officials ang kanilang Gawain</i>		✓					✓																
4. The discussion during the activities was excellent <i>Maayos ang mga talakayan sa mga activities</i>		✓					✓																
5. The points of discussions were clear during the seminar <i>Malinaw ang mga punto sa talakayan sa seminar</i>		✓					✓																
6. Participant during the seminars were free to ask question <i>Malayang nakakapagitanong ang mga participant sa</i>		✓					✓																

7. the topics being discussed were useful to the participants <i>Nakanulong sa mga kalahok ang mga paksa na tinalakay</i>		✓					✓																
8. There is an excellent use of multi-media as visual aid for the discussions <i>Mahusay ang paggamit ng multimedia bilang visual aid sa mga talakayan</i>		✓					✓																
9. Participants gains knowledge in the seminar <i>Maraming natutunan ang mga kalahok sa seminar</i>		✓					✓																
10. Expectations of the participants were met <i>Naabot ang mga inaasahang dapat mtutunan ng mga kalahok</i>		✓					✓																
11. Resource speakers were very good during seminar <i>Mahuhusay ang mga resource speaker sa seminar</i>		✓					✓																
12. There is a good accommodations for the participants of the activity <i>Mayroong mahusay na accommodations sa mga kalahok sa activity</i>		✓					✓																
13. The venue was conducive for learning <i>Ang pinagdausan ay mainam para matuto</i>		✓					✓																
14. There is a good food/snacks served during the session <i>Maayos ang pagkain/meryenda na isinerved</i>		✓					✓																
15. There is a well coordination with the IATF in conducting the gatherings <i>Mayroong maayos na koordinasyon sa IATF sa pagganap ng pagtitipon</i>		✓					✓																

Over-all Evaluation of the Project

(Please rate the project base on the following ratings: 5 – Excellent, 4 - Very Good, 3 – Good, 2 – Fair, 1 – Poor)

Indicators	5	4	3	2	1
1. Coordination (<i>Koordinasyon</i>)		✓			
2. Barangay Participation (<i>paglahok ng Barangay Officials</i>)		✓			
3. Discussions during the seminar/workshops (<i>mga usapin sa seminar at Workshop</i>)		✓			
4. Usefulness of the knowledge gained (<i>kahalagahan ng mga natutunan</i>)		✓			

EVALUATION FORM
(Project 3: Advocacy on Gender Development and Environmental Protection)

This is to evaluate the CAS Extension project (BUGKOS) Bringing and Upholding Good governance through Knowledge, Operations, and Skills enhancement program

Profile of Respondents

Name (Optional): _____
Position/ Occupation: _____

Directions: Please put a mark check (✓) on the space provided that signify your level of agreement base on the following scale and descriptive interpretation.

Panuto: Pakimarkahan ng Check (✓) ang nakalaang isipasyo na nglalarawan ng inyong pagsang-ayon batay sa panukat at karampatang interpretasyon

- 5 – Strongly Agree (*lubos na sumasang – ayon*)
- 4 – Agree (*Sumasang – ayon*)
- 3 – Neutral (*Nyutral*)
- 2 – Disagree (*Hindi Sumasang ayon*)
- 1 – Strongly Disagree (*Lubos na Hindi sumangasang – ayon*)

Impressions of the Recipient:

Indicators	Speaker 1					Speaker 2					Speaker 3					Speaker 4					Over-all Project		
	5	4	3	2	1	5	4	3	2	1	5	4	3	2	1	5	4	3	2	1	5	4	3
1. There is a well coordination between SK Fed and the CAS <i>Mayroong maayos na koordinasyon and SK Fed at ang CAS</i>		✓					✓																
2. The CAS do their part well as stated in the agreement <i>Ginagawa ng CAS ang kanilang mga tungkulin ayon sa napagkasunduan</i>			✓					✓															
3. Barangay Officials partners do their part well <i>Ginawa ng maayos ng mga partner na barangay officials ang kanilang Gawain</i>			✓					✓															
4. The discussion during the activities was excellent <i>Maayos ang mga talakayan sa mga activities</i>		✓					✓																
5. The points of discussions were clear during the seminar <i>Malinaw ang mga punto sa talakayan sa seminar</i>		✓					✓																
6. Participant during the seminars were free to ask question <i>Malayang nakakapagtanong ang mga participant sa</i>		✓					✓																

7. the topics being discussed were useful to the participants <i>Nakatulong sa mga kalahok ang mga paksa na tinalakay</i>		✓					✓																
8. There is an excellent use of multi-media as visual aid for the discussions <i>Mahusay ang paggamit ng multimedia bilang visual aid sa mga talakayan</i>			✓					✓															
9. Participants gains knowledge in the seminar <i>Maraming natutunan ang mga kalahok sa seminar</i>			✓					✓															
10. Expectations of the participants were met <i>Naabuh ang mga inaasahang dapat mtutunan ng mga kalahok</i>			✓					✓															
11. Resource speakers were very good during seminar <i>Mahuhusay ang mga resource speaker sa seminar</i>			✓					✓															
12. There is a good accommodations for the participants of the activity <i>Mayroong mahusay na accommodations sa mga kalahok sa activity</i>			✓					✓															
13. The venue was conducive for learning <i>Ang pinagdanasan ay mainam para matuto</i>			✓					✓															
14. There is a good food/snacks served during the session <i>Maayos ang pagkain/merienda na isinerve</i>			✓					✓															
15. There is a well coordination with the IATF in conducting the gatherings <i>Mayroong maayos na koordinasyon sa IATF sa paggamap ng pagtitipon</i>			✓					✓															

Over-all Evaluation of the Project
(Please rate the project base on the following ratings: 5 – Excellent, 4 - Very Good, 3 – Good, 2 – Fair, 1 – Poor)

Indicators	5	4	3	2	1
1. Coordination (<i>Koordinasyon</i>)	✓				
2. Barangay Participation (<i>paglahok ng Barangay Officials</i>)	✓				
3. Discussions during the seminar/workshops (<i>mga usapin sa seminar at Workshop</i>)	✓				
4. Usefulness of the knowledge gained (<i>kahalagahan ng mga natutunan</i>)	✓				

EVALUATION FORM
(Project 3: Advocacy on Gender Development and Environmental Protection)

This is to evaluate the CAS Extension project (BUGKOS) Bringing and Upholding Good governance through Knowledge, Operations, and Skills enhancement program

Profile of Respondents

Name (Optional): _____
Position/ Occupation: _____

Directions: Please put a mark check (✓) on the space provided that signify your level of agreement base on the following scale and descriptive interpretation.

Panuto: Pakimarkahan ng Check (✓) ang nakalaang ispasyo na nglalarawan ng inyong pagsang-ayon batay sa pamukat at karampatang interpretasyon

- 5 – Strongly Agree (*lubos na sumasang – ayon*)
- 4 – Agree (*Sumasang – ayon*)
- 3 – Neutral (*Nyutral*)
- 2 – Disagree (*Hindi Sumasang ayon*)
- 1 – Strongly Disagree (*Lubos na Hindi sumangasang – ayon*)

Impressions of the Recipient:

Indicators	Speaker 1					Speaker 2					Speaker 3					Speaker 4					Over-all Project		
	5	4	3	2	1	5	4	3	2	1	5	4	3	2	1	5	4	3	2	1	5	4	3
1. There is a well coordination between SK Fed and the CAS <i>Mayroong maayos na koordinasyon and SK Fed at ang CAS</i>	✓						✓				✓					✓						✓	
2. The CAS do their part well as stated in the agreement <i>Ginagawa ng CAS ang kanilang mga tungkulin ayon sa napagkasunduan</i>	✓						✓				✓						✓					✓	
3. Barangay Officials partners do their part well <i>Ginawa ng maayos ng mga partner na barangay officials ang kanilang Gawain</i>	✓						✓				✓					✓						✓	
4. The discussion during the activities was excellent <i>Maayos ang mga talakayan sa mga actitiies</i>		✓					✓					✓					✓					✓	
5. The points of discussions were clear during the seminar <i>Malinaw ang mga punto sa talakayan sa seminar</i>	✓						✓					✓					✓					✓	
6. Participant during the seminars were free to ask question <i>Malayang nakakapogtanong ang mga participant sa</i>	✓						✓				✓					✓						✓	

7. the topics being discussed were useful to the participants <i>Nakatulong sa mga kalahok ang mga paksa na tinalakay</i>	✓						✓																
8. There is an excellent use of multi-media as visual aid for the discussions <i>Mahusay ang paggamit ng multimedia bilang visual aid sa mga talakayan</i>		✓					✓																
9. Participants gains knowledge in the seminar <i>Maraming natutunan ang mga kalahok sa seminar</i>		✓					✓																
10. Expectations of the participants were met <i>Naabuh ang mga inaasahang dapat mitutunan ng mga kalahok</i>		✓					✓																
11. Resource speakers were very good during seminar <i>Mahuhusay ang mga resource speaker sa seminar</i>	✓						✓																
12. There is a good accommodations for the participants of the activity <i>Mayroong mahusay na accommodations sa mga kalahok sa activity</i>		✓	✓				✓																
13. The venue was conducive for learning <i>Ang pinagdanasan ay mainam para matuto</i>			✓				✓																
14. There is a good food/snacks served during the session <i>Maayos ang pagkain/merienda na isinerved</i>		✓					✓																
15. There is a well coordination with the IATF in conducting the gatherings <i>Mayroong maayos na koordinasyon sa IATF sa pagganap ng pagtitipon</i>			✓				✓																

Over-all Evaluation of the Project

(Please rate the project base on the following ratings: 5 – Excellent, 4 - Very Good, 3 – Good, 2 – Fair, 1 – Poor)

Indicators	5	4	3	2	1
1. Coordination (<i>Koordinasyon</i>)					
2. Barangay Participation (<i>paglahok ng Barangay Officials</i>)					
3. Discussions during the seminar/workshops (<i>mga usapin sa seminar at Workshop</i>)					
4. Usefulness of the knowledge gained (<i>kahalagahan ng mga natutunan</i>)					

Summary of Evaluation

**College of Arts and Science
BUGKOS Extension Project**

A. TOPIC	Mean	Interpretation
Promotes critical thinking.	4.43	Very Satisfactory
The topic is relevant to my field.	4.46	Very Satisfactory
Topics are interesting	4.40	Excellent
Mean Rating	4.43	Very Satisfactory
B. CLARITY		
Explains concepts clearly.	4.57	Excellent
Uses concrete examples of concepts.	4.40	Very Satisfactory
Provides multiple examples.	4.46	Very Satisfactory
Points out practical applications.	4.51	Very Satisfactory
Stresses important concepts.	4.4	Very Satisfactory
Mean Rating	4.47	Very Satisfactory
C. INTERACTION		
Encourages questions and comments.	4.49	Very Satisfactory
Answers questions clearly/correctly.	4.51	Excellent
Facilitates discussion during lecture.	4.31	Very Satisfactory
Mean Rating	4.44	Very Satisfactory
D. ORGANIZATION		
Gives preliminary overview of lecture.	4.49	Very Satisfactory
Signals transition to new topic.	4.46	Very Satisfactory
Explains how each topic fits in.	4.40	Very Satisfactory
Mean Rating	4.45	Very Satisfactory
E. PRESENTATION		
Projects confidence.	4.54	Excellent
Have full mastery about the topic being discussed.	4.51	Excellent
Presentation is visible and readable.	4.43	Very Satisfactory
The voice is loud and audible.	4.51	Excellent
Mean Rating	4.50	Excellent
F. SERVICE QUALITY		
The staff are polite and approachable.	4.49	Very Satisfactory

Uses accurate language/terminology.	4.40	Very Satisfactory
The service of this project is a great benefit to the development of our town.	4.51	Excellent
Mean Rating	4.47	Very Satisfactory
G. FOOD		
The Food is served on time.	4.49	Very Satisfactory
The food is delicious, healthy and enough for all participants.	4.49	Very Satisfactory
Mean Rating	4.49	Very Satisfactory
Summary		
A. TOPIC	4.43	Very Satisfactory
B. CLARITY	4.47	Very Satisfactory
C. INTERACTION	4.44	Very Satisfactory
D. ORGANIZATION	4.45	Very Satisfactory
E. PRESENTATION	4.50	Excellent
F. SERVICE QUALITY	4.47	Very Satisfactory
G. FOOD	4.49	Very Satisfactory
General Mean	4.46	Very Satisfactory

**Other proof-
programs, certificate,
printed PPT
presentation**

Program: Day 1



Activity 4: Efficiency and Effectiveness

Mr. Reinberg A. Gicole, MPA
Department Chairperson,
Public Administration

Evaluation:
Evaluation Committee

Closing Remarks:
Mr. John Reoder F. Lachica, MBA
Extension Coordinator



FERROL EXTENSION PROJECT 1 GRAND LAUNCHING

Program: Day 2



Activity 4: Efficiency and Effectiveness

Mr. Reinberg A. Gicole, MPA
Department Chairperson,
Public Administration

Evaluation:
Evaluation Committee

Closing Remarks:
Mr. John Reoder F. Lachica, MBA
Extension Coordinator



F E R R O L
EXTENSION
PROJECT 1
GRAND LAUNCHING

Program Content: Day 1 and 2



Part I: Registration (7:00am - 8:00am)

Mr. Edmar Venus,
Ms. Andrea D. Fetalver
CAS Facilitators

Part II: Opening Ceremony

(8:00am - 9:30am)

Prayer:

Mr. Salvador G. Gaspar
Lecturer, CAS

National Anthem:

Mr. Emil D. Liwanag
Lecturer, CAS

Opening Remarks:

Dr. Mark G. Calimbo
Dean, College of Arts and Sciences

Inspirational Message:



Intermission:

CAS Faculty Dancers

Message:

Hon. Artur M. Muros
Municipal Administrator

Hon. Noli G. Mayurgas
Municipal Planning and
Development Coordinator

Photo Session:

Ms. Shiena Jeanne
Ms. Elaizel F. Fornal
Documentation and Minutes Staff

Part III: Good Governance Education

Morning Session (10:30am - 12:00pm)

Activity 1: Citizen's Participation

Ms. Rhea M. Arucio

PHILIPPINE GOVERNMENT

April 25, 2022

LIFE CHANGER

FERROL EXTENSION
PROJECT 2

GOVERNANCE
OPERATION AND
SKILLS
ENHANCEMENT

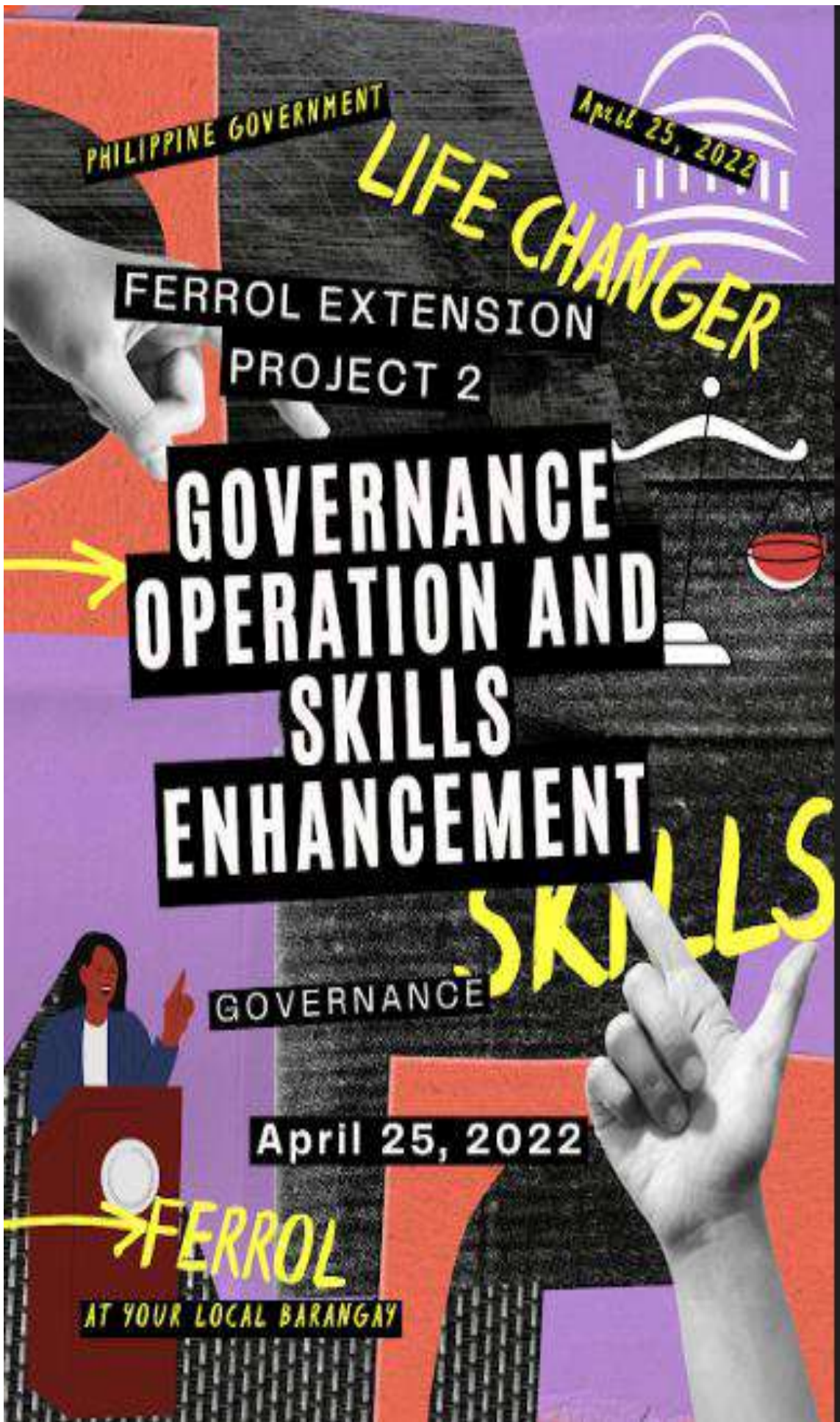
SKILLS

GOVERNANCE

April 25, 2022

→ FERROL

AT YOUR LOCAL BARANGAY



**FERROL EXTENSION PROJECT 2
GOVERNANCE OPERATION AND SKILLS
ENHANCEMENT
APRIL 25, 2022
PROGRAM FLOW**

Part 3

Morning Session: Governance Operation and Skills Enhancement
[9:00am – 11:30 am]

**PARLIAMENTARY PROCEDURE
O RDA**

**DR. JOEMAR F. MANZO
DIRECTOR, STA. MARIA CAMPUS**

Lunch Break [11:30 am – 1:00 pm]

Afternoon Session: Governance Operation and Skills
Enhancement [1:00pm – 5:00 pm]

CRAFTING RESOLUTION

CAS FACILITATORS

WORK SHOP

CAS ARTIST

INTERMISSION NUMBER

CAS FACILITATORS

CRAFTING ORDINANCE

RESPONDENTS

WORK SHOP

**MR. REINBERG GICOLE
CHAIRPERSON PUBLIC AD.**

CRITIQUE AND CHECKING

**TO BE FACILITATED BY THE
EVALUATION COMMITTEE**

EVALUATION

CLOSING REMARKS

**MR. JOHN ROEDER F. LACHICA, MBA
EXTENSION COORDINATOR**

End of Project 2

**FERROL EXTENSION PROJECT 2
GOVERNANCE OPERATION AND SKILLS
ENHANCEMENT
(APRIL 25, 2022)
PROGRAM FLOW**

**PART 1
REGISTRATION (7:00 AM – 8:00 AM)**

REGISTRATION

**MS. RANALYN SALVADOR,
MR. JOHN LESTER F. MANGAO
CAS FACILITATORS**

**Part 2
Opening Ceremony (8:00 am – 9:00 am)**

PRAYER

**MS. WEDELYN FAITH M. ATILANO
LECTURER, CAS**

NATIONAL ANTHEM

**MS. WENADEL JOY M. ATILANO
LECTURER, CAS**

OPENING REMARKS

**DR. MARIEL M. GAGARIN
CHAIRPERSON POLITICAL SCIENCE**

INSPIRATIONAL MESSAGE

**MS. VANESA S. DUNGOG
DIC TRAININ**

INTERMISSION NUMBER

CAS ARTIST

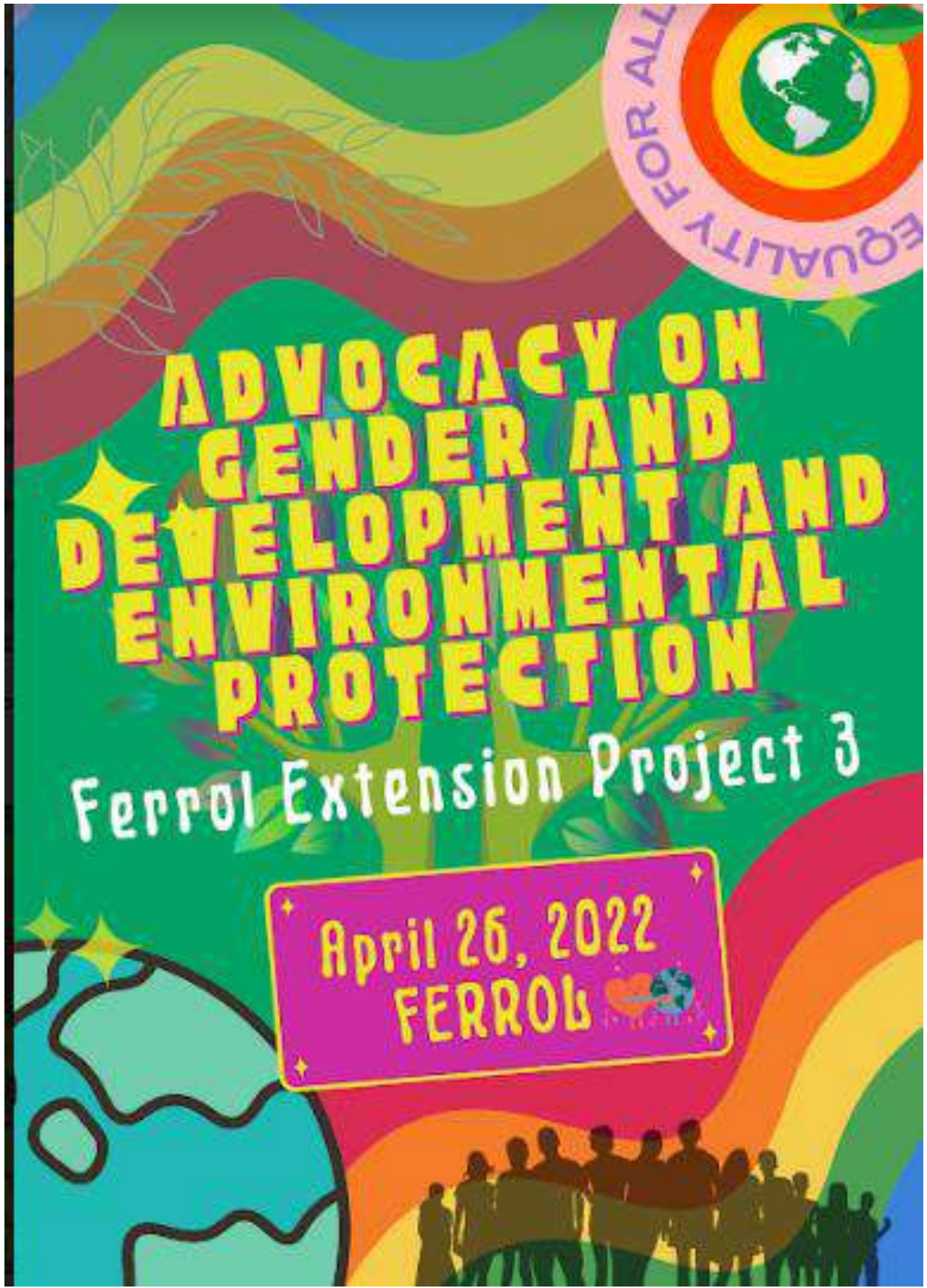
MESSAGE

**HON. JOVENCIO L. MAYOR, JR
MUNICIPAL MAYOR**

INTERMISSION NUMBER

CAS ARTIST





ADVOCACY ON GENDER AND DEVELOPMENT AND ENVIRONMENTAL PROTECTION

Ferrol Extension Project 3

April 26, 2022
FERROL 



ADVOCACY ON GENDER AND DEVELOPMENT APRIL 26, 2022 PROGRAM FLOW

PART 1 REGISTRATION (7:00 AM – 8:00 AM)

REGISTRATION

MS. RANALYN SALVADOR,
MR. JOHN LESTER F. MANGAO
CAS FACILITATORS

PART 2 OPENING CEREMONY (8:00 AM – 9:00 AM)

PRAYER

MS. RANALYN SALVADOR
LECTURER, CAS

NATIONAL ANTHEM

MS. SHAIRA CASSANDRA R. MARIVELES
LECTURER, CAS

ZUMBA FOR ALL

CAS DANCERISTS 15MINS

INSPIRATIONAL
MESSAGE

HON. ARTUR M. MURDS
MUNICIPAL ADMINISTRATOR

INTERMISSION NUMBER

CAS ARTIST

PART 3 MORNING SESSION: ADVOCACY ON GENDER AND DEVELOPMENT (9:00AM – 11:30 AM)

GENDER AND DEVELOPMENT

MS. CAROLYN D. FETALVER
DIRECTOR, GENDER AND DEVELOPMENT

INTERMISSION NUMBER

CAS ARTIST

GENDER AND DEVELOPMENT

MS. GIANNINA M. LABICANE
ADVOCACY OFFICER FOR THE OFFICE
OF THE PRESIDENT

QUESTION AND ANSWER

CAS FACILITATORS

SHARING OF INSIGHTS

PARTICIPANTS

ENVIRONMENTAL PROTECTION APRIL 26, 2022 PROGRAM FLOW

LUNCH BREAK (11:30 AM – 1:00 PM)
AFTERNOON SESSION: ENVIRONMENTAL PROTECTION (1:00PM – 5:00 PM)

ENVIRONMENTAL PROTECTION

MS. SHEILLA MARTIREZ - FORLALES
FORESTER II, PEDRO

INTERMISSION NUMBER

CAS ARTIST

ENVIRONMENTAL PROTECTION

JULIO R.T. CHAVEZ, PH.D.
DEAN, COLLEGE OF AGRICULTURE, FISHERIES
AND FORESTRY

QUESTION AND ANSWER

CAS FACILITATORS

SHARING OF INSIGHTS

RESPONDENTS

AWARDING OF CERTIFICATE

CLOSING REMARKS

MR. JOHN ROEDER F. LACHICA, MBA
EXTENSION COORDINATOR

END OF PROJECT 3





Certificates

Certificate of Appearance



CERTIFICATE

of Appearance
is awarded to

for attending the **"BUGKOS: RSU-CAS Extension Project 1 (Academe and LGU-Ferrol partnership)"** activity.

Awarded this 21st day of December, in the year of our Lord, 2021.

JOHN ROEDER F. LACHICA, MBA

Extension Coordinator,
College of Arts and Sciences

REINBERG A. GICOLE, MPA

Chairperson, Department of
Public Administration

MARK G. CALMIBO, DPA

Dean, College of Arts
and Sciences



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Public Administration

MARK G. CALMIBO, DPA

Dean, College of Arts
and Sciences

Certificate of Recognition



CERTIFICATE

of Appreciation
is awarded to

for actively participating during the eight(8)-hour "**Bugkos: RSU-CAS Extension Project 1 (Academe and LGU-Ferrol Partnership)**" activity held at Poblacion, Ferrol, Romblon.

Awarded this 20th day of December, in the year of our Lord, 2021.

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Dean, College of Arts and Sciences

ORFELINA I. MANZO, Ed.D.
Director, Extension and Technical
Advisory Services

BILSHAN F. SERVAÑEZ, Ph.D.
Vice President for Research, Extension,
Development and Innovation

MERIAN P. CATAJAY-MANI, Ed.D., CESE
University President



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Vice President for Research, Extension,
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Certificate of Appreciation



CERTIFICATE

of Appreciation
is awarded to

Joefel T. Libo-on, Ph.D.

for serving as a facilitator for the "**Bugkos: RSU-CAS Extension Project 1 (Academe and LGU-Ferrol partnership)**" activity.

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Development and Innovation

MERIAN P. CATAJAY-MANI, Ed.D., CESE

University President

Certificates

Project 2 and 3



CERTIFICATE OF APPRECIATION

is awarded to

REINBERG A. GICOLE, MPA

for serving as a facilitator during the sixteen(16)-hour **"BUGKOS: RSU-CAS Extension Project 2 and 3 (Academe and LGU-Ferrol partnership)"** activity held on April 25 and 26, 2022, at Poblacion, Ferrol, Romblon.

Given this 26th day of April, in the year of our Lord, 2022.

MARK G. CALIMBO, DPA
Dean, College of Arts and Sciences

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Director, Extension and Technical
Advisory Services

EVELYN F. MONTOYA, Ph.D.

Vice President for Research, Extension,
Development and Innovation

MERIAN P. CATAJAY-MANI, Ed.D., CESE

University President



CERTIFICATE OF APPRECIATION

is awarded to

ARTURO M. MUROS

for the participation and the support during the sixteen(16)-hour **"BUGKOS: RSU-CAS Extension Project 2 and 3 (Academe and LGU-Ferrol partnership)"** activity held on April 25 and 26, 2022, at Poblacion, Ferrol, Romblon.

Given this 26th day of April, in the year of our Lord, 2022.

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CERTIFICATE OF APPRECIATION

is awarded to

JOVENCIO L. MAYOR JR.

for the participation and the support during the sixteen(16)-hour **"BUGKOS: RSU-CAS Extension Project 2 and 3 (Academe and LGU-Ferrol partnership)"** activity held on April 25 and 26, 2022, at Poblacion, Ferrol, Romblon.

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Vice President for Research, Extension,
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MERIAN P. CATAJAY-MANI, Ed.D., CESE
University President



CERTIFICATE OF APPRECIATION

is awarded to

NOLI G. MUYARGAS

for the participation and the support during the sixteen(16)-hour **"BUGKOS: RSU-CAS Extension Project 2 and 3 (Academe and LGU-Ferrol partnership)"** activity held on April 25 and 26, 2022, at Poblacion, Ferrol, Romblon.

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Vice President for Research, Extension,
Development and Innovation

MERIAN P. CATAJAY-MANI, Ed.D., CESE
University President



Certificates for Participation

Project 2 and 3



CERTIFICATE OF PARTICIPATION

is awarded to

HON. CESAR F. MACATUBAL

for actively participating during the eight(8)-hour **"BUGKOS: RSU-CAS Extension Project 2 (Academe and LGU-Ferrol partnership)"** activity held on April 25, 2022 at Poblacion, Ferrol, Romblon.

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University President



CERTIFICATE OF PARTICIPATION

is awarded to

HON. FILGER D. SARMIENTO

for actively participating during the eight(8)-hour **"BUGKOS: RSU-CAS Extension Project 2 (Academe and LGU-Ferrol partnership)"** activity held on April 25, 2022 at Poblacion, Ferrol, Romblon.

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University President



CERTIFICATE OF PARTICIPATION

is awarded to

HON. PRIMO G. SOLEDAD JR.

for actively participating during the eight(8)-hour "**BUGKOS: RSU-CAS Extension Project 2 (Academe and LGU-Ferrol partnership)**" activity held on April 25, 2022 at Poblacion, Ferrol, Romblon.

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MERIAN P. CATAJAY-MANI, Ed.D., CESE
University President



CERTIFICATE OF PARTICIPATION

is awarded to

HON. ALFREDO A. VILLONES

for actively participating during the eight(8)-hour **"BUGKOS: RSU-CAS Extension Project 2 (Academe and LGU-Ferrol partnership)"** activity held on April 25, 2022 at Poblacion, Ferrol, Romblon.

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University President



CERTIFICATE OF PARTICIPATION

is awarded to

HON. LORIE B. ZUELA

for actively participating during the eight(8)-hour **"BUGKOS: RSU-CAS Extension Project 2 (Academe and LGU-Ferrol partnership)"** activity held on April 25, 2022 at Poblacion, Ferrol, Romblon.

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MERIAN P. CATAJAY-MANI, Ed.D., CESE
University President


**Power Point
Presentations
per Speakers**

Topic: Rule of Law
Speaker: Dr. Andress N. Lubid

Slide 1

The Rule of Law

Andres N. Lubid, Ph.D.
Associate Professor
Executive Assistant to the University President
Romblon State College




Slide 2

2

“Respect for the rule of law is not optional; it’s fundamental.”

Frans Timmerman



Slide 3

3

- 1. What is a “Law”?
- 2. Hierarchy of Laws
- 3. What is the “Rule of Law”?
- 4. Elements of the Rule of Law
- 5. Why the Rule of Law is Important
- 6. My role as a Barangay Official and the Rule of Law
- 7. Q and A
- 8. Survey Question

Slide 4

1 What is a “Law?”

Key Words: Rule of conduct or behavior, promulgated by authorities

4

Slide 5

3 Branches of the Philippine Government

3 Branches of the Government in the PHILIPPINES



5

Slide 6

2 Hierarchy of Laws in the Philippines

6

Slide 7

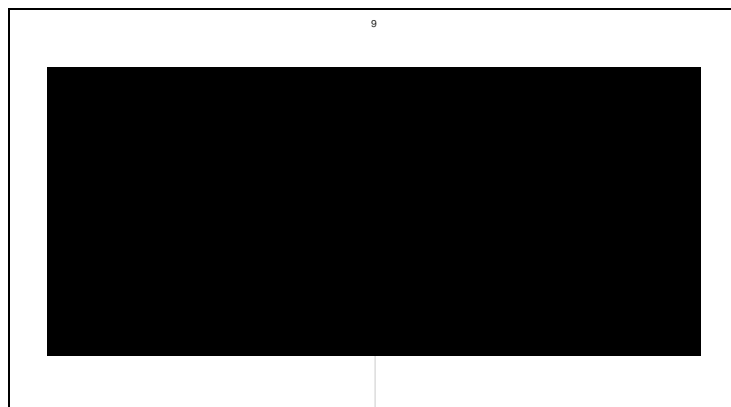
1. Constitution
 2. Statutes/Issuances of Congress (Republic Acts, Batas Pambansa)
 3. Supreme court and the lower courts (Judiciary)
 4. Administrative orders, rules, circulars (executive departments, constitutional and administrative bodies)
 5. Lower legislative bodies (Sangguniaang Panlalawigan, Panglungsod at Bayan – ordinances, solutions)
 6. Barangays - resolutions
- 7

Slide 8

3 What is the Rule of Law

8

Slide 9



**Extension Output
(Parliamentary Procedure)**

Barangay Agnocnoc

WHEREAS, Section 4A, Paragraph 2 of Republic Act No. 9273, otherwise known as "Ecological Solid Waste Management Act" states that, burning of leaves and waste materials is prohibited. People found to violate this law will be penalized with imprisonment and a corresponding fine. The law further states that, burning leaves and wastes is harmful to one's health. Leaf and waste burning releases several pollutants in the environment.

WHEREAS, Section 2 of Republic Act No. 8700, otherwise known as "The Mapping Decree" of 1999, further declares that, "The State shall promote and protect the good environment in order sustainable development while recognizing the primary responsibility of local government units to deal with environmental problems, recognizes that the responsibility of cleaning the habitat and environment is primarily on local, and recognizes that, clean and healthy environment is for the good of all and should, therefore, be the concern of all".

WHEREAS, under Section 227 (3) (c) of Republic Act 2160 otherwise known as the Local Government Code of 1991, "The Sangguniang Bayan is empowered to protect the environment and enforce appropriate penalties for acts which endanger the environment and such other activities which result in pollution or of ecological balance".

NOW, THEREFORE, BE IT ORDAINED, AS IT IS HEREBY ORDAINED, by the Sangguniang Bayan of Odongas, Bantayan system assembly, that:

ARTICLE I GENERAL PROVISIONS

SECTION 1. - Short Title. This ordinance shall be known as the "Odongas Anti-Burning Ordinance".

SECTION 2. - Definition of Terms. The following terms are defined as follows:

- a. Agricultural Waste refers to waste generated from planting or harvesting crops, trimmings, or pruning of plants and wastes or run-off material from farms and fields.
- b. Compline means a small wooden fire intended for recreation or cooking but not including a fire intended for disposal of wood waste or refuse.
- c. Clean wood means a natural wood which has not been painted, whitened or coated with a similar substance, has not been pressure treated with preservatives, and does not contain resin or glues or is plywood or other composite wood products.
- d. Construction and demolition waste means building waste materials, including but not limited to insulation, timber, treated wood, painted wood, wiring, plastics, packages, and rubble that result from construction, remodeling, repair and demolition operations on a house, commercial or industrial building or other structure.
- e. Composting refers to the controlled decomposition of organic matter by micro-organisms, mainly bacteria and fungi into humus like product.
- f. Environmentally acceptable refers to the quality of being reusable, biodegradable or compostable, recyclable and not toxic and hazardous to the environment.

3. **Hazardous waste** refers to solid waste or combination of solid waste which because of its quality, concentration or physical, chemical or infectious characteristics may
1. Cause or significantly contribute to an increase in mortality or an increase in serious, irreversible, or incapacitating reversible disease or
 2. Pose a substantial present or potential hazard to human health and the environment when improperly treated, stored, transported or otherwise managed.
4. **Open burning** refers to the thermal destruction of solid wastes by means of direct exposure to fire or where the products of combustion are emitted directly into the surrounding air without passing through a stack or a chimney. This includes burning in a form based. Furthermore, this definition shall apply to traditional small-scale methods of community sanitation "slag".
5. **Person** refers to any being, natural or juridical, susceptible of rights and obligations, or of being the subject of legal relations.
6. **Refuse** means any waste material, scrap metal, top, brick, stones, leaves, grass, clippings, and other refuse matter.
7. **Sanitary landfill** refers to a waste disposal site designed, engineered, constructed and operated so as to minimize potential environmental impacts arising from the development and operation of the facility.
8. **Secured Area** refers to the place where open burning is allowed, however subject to certain limitations such as:
1. The location thereof must not be less than fifteen (15) meters from any structure and adequate provision and fire extinguishing equipment must be present to prevent the fire from spreading.
 2. Burning is permitted only when wind direction and other meteorological conditions such that smoke and other pollutants will not present hazard to any public road, landing strip or have a negative effect on any building, structure or sensitive equipment or equipment.
 3. Other fire safety measures necessary that may be imposed by the City Fire Marshal having jurisdiction.
9. **Segregation** refers to a solid waste management practice of separating materials found in solid waste in order to promote recycling and re-use of resources and to reduce the volume of waste for collection and disposal.
10. **Solid Waste** refers to all discarded household, commercial waste, non-hazardous industrial and industrial waste, street sweeping construction debris, agricultural waste and other non-hazardous non-toxic solid wastes.

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[Handwritten initials]

2. **Sanitary Landfill** refers to a waste disposal site designed, engineered, controlled and equipped to prevent potential environmental impacts arising from the development and operation of the facility.
3. **Waste** identified or listed as hazardous waste of a solid, liquid, contained gaseous or semi-solid form which may cause or contribute to an increase in mortality or in morbidity or incapacitating reversible illness, or sublethal effects on the health of persons and other organisms.
4. **Infectious waste** from hospitals such as equipment, instruments, sharps, and cultures of a disposable nature from patients who are suspected to have or to have been diagnosed as having communicable diseases and must therefore be isolated as required by public health agencies; laboratory waste such as pathological specimens (i.e. all tissues, specimens of blood elements, excreta, and sections) obtained by patients or laboratory animals; and disposable fomites that may harbor or transmit pathogenic organisms, and surgical swabbing from cytological specimens, and disposable fomites attendant thereto, and similar disposable materials from outpatient areas and emergency rooms, and
5. **Urban Areas** refer to all municipalities with population density of at least five hundred (500) persons per square kilometer.
6. **Yard Waste** refers to wood, small or chopped branches, leaves, grass, clippings, garden debris, vegetable refuse that is recognized as part of a plant or vegetable.

SECTION 3: Scope of Application. This ordinance shall be applicable to and observed by all households, industrial, commercial or business establishments, refuse collector, disposal area, collectors and junk dealers and all persons, whether living or sojourning in the municipality, generating, accumulating, storing, collecting, transporting, creating, unloading and dumping refuse or other waste materials.

ARTICLE II PROHIBITED ACTS

SECTION 1: Prohibited Acts. This ordinance shall prohibit the following:

1. It shall be prohibited to set outdoor fires and openly burn any kind of waste, specifically:
 - (a) No person shall be allowed to set fire or burn in any yard, lot, street, alley, culch, garbage, paper or other combustible materials.
 - (b) No fire may be allowed to burn in residential areas or urban centers.
 - (c) Open burning of refuse is prohibited.
 - (d) Charcoal making in residential areas or urban centers is prohibited.
2. Open burning of the following materials shall be prohibited:
 - (a) Construction and demolition wastes.
 - (b) Hazardous substances including but not limited to asbestos, hazardous chemicals, pesticides, used oil, metal, kerosene, gasoline, paints, varnishes, and solvents.
 - (c) Furniture and appliances.
 - (d) Tires and rubberized materials.

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- (c) Some electrical wire insulators;
 - (d) Any plastic material including but not limited to nylon, PEGAFES, polystyrene or urethane foams, and synthetic fabrics, plastic films and plastic containers;
 - (e) Treated or painted wood including but not limited to plywood composite wood products or other wood products that are painted, varnished or treated with preservatives.
7. That the following conditions as stated however may be allowed but subject to certain conditions:
- (a) Campfire, bonfire, religious, cultural or recreational fire freighting drills and training are allowed. Provided that a permit shall be secured from the Local Environment Office or from the Local Fire Marshal. Further, that such activity should be done within a demarcated and limited open space only. The burning of materials as authorized above may occur only under the following conditions:
 - i. It must be attended by a responsible person of not less than eighteen (18) years of age who shall be present at the site of the fire at all times to observe and control the
 - ii. A fire extinguisher, garden hose, or other instrumentation capable of immediately extinguishing fire must be available at all times during burning;
 - iii. Materials burned for this purpose shall include only clean wood and waste such as branches, coconut leaves and the like;
 - iv. Fire must be small and capable of readily expanded or extinguished in the event that a change in wind direction or other factors occur;
 - v. Fire must be completely extinguished after substantial completion of the combustion.
 - (b) If there result on a protest or complaint by adjacent residents or property owners, or poses a threat to persons or property, the Fire Department may order the person burning to extinguish the fire. In the event that he fails or refuses to obey a lawful command to extinguish any fire, the Fire Department may extinguish the fire and citation shall be issued.
 - 8. It shall be also prohibited for any person to discard or litter cigarette butts or anything capable to ignite a fire on grass, trash bin or any other place or receptacles where fire is likely to occur;
 - 9. It shall also be prohibited to burn wastes for purposes stated hereunder:
 - (a) Yard waste such as branches and agricultural waste such as rice straw, rice husks, coconut shells and cane cobs except fuel for household cooking;
 - (b) Yard waste and agricultural wastes as stated above that are used as fuel for industrial and commercial purposes shall be allowed. Provided such are burned in a confined structure and is provided with a emission control device. Such operation shall only be allowed to operate upon securing a permit to operate of any air pollution source control device from Environmental Management Bureau of the Department of Environment and Natural Resources.

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(c) The applicant shall be the responsible person for outdoor burning authorized by the Fire Department and the Environmental Sanitation Center (ESC). He is required to be present prior and during the burning activity. He shall become liable for the consequences, damages, or

5. If a person connected any other prohibited acts stated above, the person shall be responsible for all the actions of their children and shall be subject to the same fines and penalties as stated in Section 5 of this ordinance.

SECTION 5. - Responsible person for authorized outdoor burning activities resulting from the said burning. If the burning is an activity of a company or any business establishment and have caused damage to persons or property of another, claims shall be governed by applicable laws on corporate responsibility liability.

**ARTICLE III
ENFORCEMENT, MONITORING
AND DESIGNATION OF ENFORCEMENT PERSONNEL.**

SECTION 6. - Designation of Enforcement Personnel. For the purposes of this ordinance, the Chief Executive shall designate any of the following persons as enforcement personnel:

- (a) The Municipal Environment and Natural Resources Officer;
- (b) The Municipal Fire Department Chief Officer;
- (c) The Municipal Police Station Commander;
- (d) The Municipal Health Officer;
- (e) The Barangay Chairman of the Different Barangays;
- (f) The Barangay Officials.

SECTION 7. - Lead Agency in the Enforcement of this Ordinance. The Municipal Environment and Natural Resources Office and the Municipal Police Station shall be the lead agencies in the implementation of this Ordinance. These agencies shall provide monitoring guidelines to ensure strict enforcement of this ordinance.

SECTION 8. - Responsibilities of Barangay Officials. Barangay Officials shall be responsible in closely monitoring the occurrence of grass fires and other acts of open burning and shall subsequently advise such cases to the Municipal Environment and Natural Resources Office and the Municipal Fire Department Office for appropriate action. They shall be also required to install road signs and marks regarding this Ordinance for information dissemination and also for compliance.

**ARTICLE IV
PENAL CLAUSE**

SECTION 9. - Fines and Penalties. Violation of this ordinance shall incur fines and penalties as follows:

- (a) Violation of any of the provisions of the Ordinance shall be fined an amount as stated below.

First Offense P=1,000.00

Second Offense P=2,000.00

(b) Any person who refuses to pay the fines shall be charged in Court and if found guilty shall be liable for imprisonment for a period not exceeding fifteen (15) days or a fine not exceeding Two Thousand Five Hundred Pesos (P2,500.00), or both, at the discretion of the court.

(c) If the burning caused damage to adjacent properties or anything of monetary value, the owner or agent of the property damaged by the fire is not precluded to file appropriate claim with respect to the damaged/sustained by him.

ARTICLE V FINAL PROVISIONS

SECTION 20 - *Separability Clause*. For any reason or reasons, any part or portions of this ordinance shall be held to be unconstitutional or invalid, other parts or portions hereof which are not affected thereby shall continue to be in full force and effect.

SECTION 21 - *Repealing Clause*. All previous ordinances shall be deemed repealed or modified accordingly.

SECTION 22 - *Effectivity Clause*. This ordinance shall take effect upon approval by the Local Chief Executive.

ENACTED AND APPROVED BY THE SANGGUNIANG BAYAN DURING ITS 35TH REGULAR SESSION ON AUGUST 28, 2023 AT ODIONGAN, ROMBLON, PHILIPPINES.

ROGER FAUSTINO

Mun. Gov't. Dist. Health
Secretary to the Sangguniang

ALEXANDER TORRENDO

Sp. Sec'y

ATTESTED:

DINA F. DIFAALA

Vic. Mayor/Presiding Officer

APPROVED:

TRINA ALEJANDRA FIRMELO FABIC

Municipal Mayor

SANGGUNIANG BAYAN

EXCERPTS FROM THE MINUTES OF THE 34th REGULAR SESSION OF THE SANGGUNIANG BAYAN, MUNICIPALITY OF ODIONGAN, PROVINCE OF ROMBLON, PHILIPPINES, FOR CALENDAR YEAR 2023, HELD VIA ZOOM ON AUGUST 31, 2023 AT 9:00 O'CLOCK IN THE MORNING.

Present:

Hon. Oliver F. Desales, Vice Mayor,	Presiding Officer
Hon. Marvin AD. Timala	Member
Hon. Ricardo C. Forta	Member
Hon. Romeo F. Chua, Jr.,	Member
Hon. Michael M. Arevalo	Member
Hon. Alexander F. Formentor	Member
Hon. Quincy Arna Banteng Cabera	Member
Hon. Gerald M. Tamsan	Member
Hon. Ricky A. Palangas	Member
Hon. Luis F. Palangas, ABC President	Member
Hon. Julia A. Yap, Mayor of Fed. Prov.,	Member

Absent:

None

ORDINANCE NO. 2023-141

AN ORDINANCE PROHIBITING OPEN BURNING OF AGRICULTURAL AND OTHER SOLID WASTE IN THE MUNICIPALITY OF ODIONGAN ROMBLON AND PRESCRIBING PENALTIES FOR VIOLATION THEREOF.

Author: Hon. Alexander F. Formentor, Ph.D.,
Chairman, Commission on Environment

WHEREAS, Article II, Section 15 of the 1987 Constitution provides that "The State shall protect and promote the right to health of the people and instill health consciousness among them;

WHEREAS, additionally, Article II, Section 16 of the 1987 Constitution states that, it is the policy of the State to protect and advance the right of the people to a balanced and healthful ecology in accord with the rhythm and harmony of nature;

WHEREAS, Article XIII, Section 15 of the 1987 Constitution provides that "The State shall adopt an integrated and comprehensive approach to health development, which shall endeavor to make essential goods, health and other social services available to all the people at affordable cost. There shall be priority for the needs of the underprivileged, sick, elderly, disabled, women, and children;

Barangay Hinag-Oman

Republic of the Philippines
Province of Romblon
Municipality of Ferral
BARANGAY HINAGUMAN

OFFICE OF THE CANGGUNIANG BARANGAY

ORDER OF BUSINESS
(8th Regular Session)

April 19, 2022

A. Call to Order

B. Invocation

C. Roll Call

D. Reading and Consideration of Minutes of the Previous Session

E. Privilege Hour

+

F. Reference of Business

+

+

Committee Reports

+

+

G. Calendar of Business

- Unfinished Business

Business for the Day

* 20% Development Fund

Undelivered Materials, expected delivery today April 19, 2022

+ 4 cubic washed sand

+ 30 bags of cement

+ 120 pcs of bricks

* Barangay Ordinance No. 01-2022

* Resolution No. 01-2022

- Unfinished Business

+

H. Announcement

* Turn-over of KALAHI Sub-Project in Bunsoran will be on

E. Privilege Hour

★

★

F. Reference of Business

★

★

Committee Reports

★

★

G. Calendar of Business

- Unfinished Business

Business for the Day

★ 20% Development Fund

Undelivered Materials, expected delivery today April 19, 2022

→ 9 cubic washed sand

→ 50 bags of cement

→ 130 pcs of tiles

* Barangay Ordinance No. 01-2020

* Resolution No. 01-S-2022

★ Unfinished Business

★

H. Announcement

→ Turn-over of KALAHI Sub-Project in Bunsoran will be on April 26, 2022 1 PM sharp.

→ Contribution per Barangay is Php2,000.00 each.

I. Adjournment

- LETTER FROM MUNICIPAL DISASTER RISK REDUCTION AND MANAGEMENT OFFICE
Subject: Training, Organization of Disaster Response Team and Planning, Rev. Provincial Disaster Plan and Information Campaign

Status: Presented and discussed to the body

Participants: Hon. Angelito G. Solano Jr.-Chairman on Disaster
Hon. Jayron S. Claud-Vice Chairman on Disaster
Ronal V. Tedeco-Bryg, Secretary
Michelle Tedeco-BSW

- E-mailed from DILG "Joint Circular No. 001 s. 2016
Subject: Joint COMSLEC-CDC "Civil Service Commission" Advisory on Electioneering and Partisan Political Activities

Status: Discussed to the body

COMMITTEE REPORT:

- Hon. Jayron S. Claud - Committee Chair on Good Government Budget, Appropriation and Legal Affairs
Hon. Freddie G. Tubi moved to accept the committee report of Hon. Jayron S. Claud and seconded by Hon. Florencia A. Gara, the committee report of Hon. Jayron S. Claud was accepted.
- Hon. Leony O. Dela Torre - Committee Chair on Education, Women's and Children and Human Rights
Hon. Jayron S. Claud moved to accept the committee report of Hon. Leony O. Dela and seconded by Hon. Angelito G. Solano Jr., the committee report of Hon. Leony O. Dela Torre was accepted.

CALENDAR BUSINESS:

UNFINISHED BUSINESS: NONE

BUSINESS FOR THE DAY:

- 20% Development Fund
-The undelivered materials of MAYAD for follow-up
Status: Already follow-up

ANNOUNCEMENT:

- 1st Quarter Barangay Assembly Meeting on April 24, 2023 @ 1PM

ADJOURNMENT:

Having no more business to be taken up, it has been moved to adjourn by Hon. Florencia A. Gara and seconded by Hon. Jayron S. Claud. The 7th Regular Session was adjourned at 9:34 in the morning.

RONAL V. TEDOCO
Barangay Secretary

ATTESTED:

VICTOR C. RUFOM
Barangay Captain/Presiding officer

BARANGAY KAGAWAD

1. ANGELITO G. SOLANO JR.
2. JAYRON B. CLAUD
3. FREDIE G. TUBI
4. LEON Y. DELA TORRE
5. LOUIS P. ANIBAN
6. FLORENCIA A. GARA
7. NORA F. PATRICIO
8. WILASOL D. GADO
SK Chairperson



Republic of the Philippines
 Province of Romblon
 Municipality of Ferral
 BARANGAY HINAGSIWAN
 -000-



OFFICE OF THE SANGGUNIANG BARANGAY

MINUTES OF THE 7th REGULAR SESSION OF THE BARANGAY COUNCIL OF HINAGSIWAN, FERRAL, ROMBLON HELD AT BARANGAY HINAGSIWAN SESSION HALL ON APRIL 5, 2022 AT 8:35 O'CLOCK IN THE MORNING.

PRESENT:

Hon. Victor C. Rufon . . . Barangay Captain/Presiding Officer
 Hon. Angelito G. Solano Jr. Barangay Kagawad
 Hon. Jayron S. Claud Barangay Kagawad
 Hon. Freddie G. Tuhl Barangay Kagawad
 Hon. Lacey O. Dela Torre Barangay Kagawad
 Hon. Louie F. Anigan Barangay Kagawad
 Hon. Florencia A. Gera Barangay Kagawad
 Hon. Elsie F. Patricio Barangay Kagawad
 Hon. Mirashi D. Gado -3F - Chairperson

ABSENT: None

The 7th Regular Session of Hinagsiwan Barangay Council was called to order at 8:35 o'clock in the morning. Hon. Florencia A. Gera was requested to lead the prayer followed by reading of the previous minutes dated March 15, 2022. The Presiding Officer Hon. Victor C. Rufon asked for any comments and remarks and there were some clarifications on the status of the following concerns:

1. Project of DA, already cancelled "conflicted with the area"
2. Tables and Chairs at Barasi checkpoint already checked by Kagawad Fred and ready for pick-up "Status: Done"
3. Undelivered materials by MUYAO, already follow-up by the Presiding Officer Hon. Victor C. Rufon "Status: to be deliver after holy week"

After having no more remarks on the previous minutes, it has been moved to approved by Hon. Jayron S. Claud and seconded by Hon. Freddie G. Tuhl, the minutes as read and presented stood approved.

PRIVILEGE HOUR: None

REFERENCE OF BUSINESS:

- LETTER FROM THE OFFICE OF THE MUNICIPAL MAYOR
 Subject: Training on Process food by Sugar Concentrate
 "The Presiding Officer Hon. Victor C. Rufon collected participants endorsed by the body".

WHEREAS, there is a need to address the aspiration of the people providing them a Barangay Road accessible of Vehicular Transaction, for it will be a factor to community development that would give the people a convenient and comfortable life wherefore, the Barangay Officials earnestly requesting the assistance of Congressman Hon. Eleandro Jesus F. Madrona, to make the proposal materialized.

NOW, THEREFORE

Premises considered upon motion of Hon. Freddie G. Tubi, unanimously seconded by all the members present, the Body has-

RESOLVE AS IT HEREBY RESOLVED REQUESTING THE ESTABLISHMENT OF OPENING AND CONCRETING OF LOCAL ACCESS-FARM-TO-MARKET ROAD PROJECT FROM HON. CONGRESSMAN ELEANDRO JESUS F. MADRONA, WITH FUNDING ALLOCATION IN THE AMOUNT OF FIFTEEN MILLION PESOS (Php 15,000,000.00) WHICH SHALL BE LOCATED CONNECTING THE PROPER AND UPPER PORTION OF PUECK MALIWANAG OF BARANGAY BINAG-OMAN, FERROL, ROMBLON.

RESOLVE FINALLY, to submit a copy of this resolution to all appropriate agencies/institution for their information and reference.

I HEREBY CERTIFY, to the correctness of the foregoing Resolution.

RONEL V. TENOSO
Barangay Secretary

ATTESTED BY:

VICTOR C. NUPON

Punong Barangay/Presiding Officer

APPROVED BY:

SANGGUNIANG BARANGAY MEMBERS

1. ANGELITO G. SOLANO JR. _____
2. JAYMON S. CLAUD _____
3. FREDDIE G. YUBI _____
4. LUCMY D. DELA TORRE _____
5. LENIE P. ANIGAN _____
6. FLORENCIA A. GARA _____
7. ELSIE P. PATRICIO _____
8. MIRASOL S. GADO _____



Republic of the Philippines
Province of Romblon
Municipality of Ferrol
BARANGAY HINAG-OMAN



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OFFICE OF THE SANGGUNIANG BARANGAY

EXCERPTS FROM THE MINUTES OF THE 2nd Regular SESSION OF THE SANGGUNIANG BARANGAY OF HINAG-OMAN, FERROL, ROMBLON HELD AT THE BARANGAY HINAG-OMAN SESSION HALL ON JANUARY 19, 2021 AT 1:00 O' CLOCK IN THE AFTERNOON.

PRESENT:

Hon. Victor G. Rafon Barangay Captain/Presiding Officer
Hon. Angelito G. Solano Jr. Barangay Kagawad
Hon. Jayson R. Claud Barangay Kagawad
Hon. Freddie G. Tubi Barangay Kagawad
Hon. Leony D. Dela Torre Barangay Kagawad
Hon. Louie P. Aragon Barangay Kagawad
Hon. Florencio A. Gara Barangay Kagawad
Hon. Elsie F. Patricio Barangay Kagawad
Hon. Mirasol S. Cado SK-Chairperson

ABSENT:

NONE

RESOLUTION No. 01 S. 2021

RESOLUTION REQUESTING THE ESTABLISHMENT OF OPENING AND CONCRETING OF LOCAL ACCESS FARM-TO-MARKET ROAD PROJECT FROM HON. CONGRESSMAN ELEANORO JESUS F. MADRONA, WITH FUNDING ALLOCATION IN THE AMOUNT OF FIFTEEN MILLION PESOS (Php 15,000,000.00) WHICH SHALL BE LOCATED CONNECTING THE PROPER AND UPPER PORTION OF PUROK MALIWANAG OF BARANGAY HINAG-OMAN, FERROL, ROMBLON.

WHEREAS, The proposed Farm-to-Market road project which is essential to development, was presented before the body for consideration and favorable action, for its establishment would gear towards Agricultural Productivity thus Enhancing the Economic and Social condition of the people in the locality;

WHEREAS, residents in the hilly and upper portion of Purok Maliwagan whose income and sources of living was generated from farming, are clamoring of the hardship they experienced in marketing their crops and other farm products, and even in attending their needs and personal transactions at the lowland hence, they long to have a Farm-to-Market road which should be establish in the area;

SECTION: 4. Local Officials, DENR, BFAR, DOT, DA Personnel and all residence of Barangay Hinag-oman who want to visit in LOVELAND BEACH PIER are hereby exempted from the entrance fee and charges herein imposed.

SECTION: 5. A person or a group of person are strictly advising to maintain cleanliness and sanitation of the LOVELAND BEACH PIER and to secure the structure from any damages thereof.

SECTION: 6. Violation to any provision of this Ordinance shall suffer a fine of P500.00 plus the cost of repair when the structure was destroyed the time they utilized the same and notwithstanding to criminal liability instituted by pertinent authorities against violators thereof.

SECTION: 7. This Ordinance shall take effect immediately upon its approval.

I HEREBY CERTIFY TO THE CORRECTNESS OF THE FOREGOING ORDINANCE.

RONEL V. TENOSO
Barangay Secretary

ATTESTED AND CERTIFIED
TO BE DULY ENACTED

VICTOR C. RUFON
Barangay Captain

APPROVED:

ANGELITO G. SOLANO JR.
Barangay Kagawad

JAYRON S. CLAUD
Barangay Kagawad

FREDIXE G. TUBI
Barangay Kagawad

LEOVY O. Dela TORRE
Barangay Kagawad

LOUIE P. ANJAN
Barangay Kagawad

FLORENCIA A. GARA
Barangay Kagawad

ELSIE P. PATRICIO
Barangay Kagawad

MIRASOL S. GADO
SK- Chairwoman



OFFICE OF THE SANGGUNIANG BARANGAY

EXCERPT FROM THE MINUTES OF THE 1st REGULAR SESSION OF THE SANGGUNIANG BARANGAY OF BARANGAY HINAG-OMAN, FERROL, ROMBLON HELD AT THE BARANGAY HINAG-OMAN SESSION HALL ON JANUARY 7, 2020 AT 8:40 O'CLOCK IN THE MORNING.

PRESENT:

Hon. Victor C. Rufon Barangay Captain/Presiding Officer
Hon. Angelito G. Solano Jr. Barangay Kagawad
Hon. Jayron S. Claud Barangay Kagawad
Hon. Freddie G. Tubi Barangay Kagawad
Hon. Leony O. Dela Torre Barangay Kagawad
Hon. Louie P. Arigan Barangay Kagawad
Hon. Florencia A. Gara Barangay Kagawad
Hon. Esie F. Patricio Barangay Kagawad
Hon. Mirasel S. Gado SK Chairperson

ABSENT: NONE

BARANGAY ORDINANCE NO. 04 – 2020

"AN ORDINANCE IMPOSING ENTRANCE FEE AND CHARGES FOR THE UTILIZATION OF LOVELAND BEACH PIER AND PRESCRIBING FINES AND PENALLY FOR NON COMPLIANCE THEREOF".

Be it ordained by Barangay Kagawad of Barangay Hinag-oman, Ferrol, Romblon in Session assembled:

SECTION 1. There shall be an imposition of entrance fee and charges to any person or group of person visiting and staying at the LOVELAND BEACH PIER of Barangay Hinag-oman, Ferrol, Romblon.

SECTION 2. The entrance fee of P10.00 per head is hereby imposed to any person or group of person visiting and staying in the LOVELAND BEACH PIER for an hour or for the whole day. While 5 years old below are hereby exempted from the entrance fee and charges herein imposed.

SECTION 3. A person or a group of person who intend and want to visit at LOVELAND BEACH PIER shall be inform the caretaker first or the person in charge of the day thereof for the purpose of registration of the guest's

Barangay Recto

OFFICE OF THE SANGGUNIANG BARANGAY

Excerpt from the minutes of the 2nd regular session of Sangguniang Barangay of Class 4th Pido, Ferrol, Romblon, held at Ponggo - Pacion Hall on April 25, 2022 at 8:00 o'clock in the morning.

Present:

Hon. Noel T. Yumulio	Presiding Officer / Ponggo Pacion
Hon. Isidro R. Victoriano Jr.	Barangay Treasurer
Hon. Aurora L. Fortanieras	-do-
Hon. Lim T. Tayer	-do-
Hon. Michael J. Sanchez	-do-
Hon. Marvic A. Serrano	-do-
Hon. Geniel S. Paring	-do-
Hon. Ricky S. Fernandez	-do-
ABSENT:	
Hon. Romeo T. Tanyagay	Sk. Chairman

RESOLUTION NO. 6 Series 2022

RESOLUTION REQUESTING GLOBE TELECOM, SMART COMMUNICATION INC., AND NIGLATEL FOR THE INSTALLATION OF GELSITE IN DRAY-CLARO N. PASTO, FERROL, ROMBLON TO IMPROVE NETWORK SIGNAL IN THE CENTER OF THE BARANGAY AND ITS ENVIRONS.

WHEREAS, Telecommunication plays an important role in the country's quest to achieve a new industrialized country in view of its direct and indirect long term effects on investment and social welfare, economic growth and rate of capital formation;

WHEREAS, the Ponggo Government of Class 4th Pido recognizes the prime factor to pursue the expansion and improvement of basic telecommunication infrastructure and services that are efficient and responsive to the needs of the barangay and its environs to the situation as of to date,

WHEREAS, President Rodrigo R. Duterte had pronounced last July 31, 2020 during the JATF and advised all LGUs to issue permits without delay to all NTCOs on the

construction of tower tower.

WHEREAS, the Falls, has the lowest tower density in the region with 0.14 towers per 1,000 subscribers which is far from the ideal ratio of one tower per 1,000 subscribers;

WHEREAS, as of today, there is no service outside in the bays, which deprive the ferry folks at receiving information especially the calls and text and internet from their mobile phones;

WHEREAS, school children and other different levels of students are studying in their homes as ~~the~~ ^{the} new normal begins, which forced them to go to higher grounds in order to reach and receive good signal from the nearby tower of Edingon and Loco, which is very dangerous to them;

NOW THEREFORE

Premises considered, upon motion of Hon. Aurora Fortknight, unanimously seconded by all members present, the body has -

RESOLVE, as it is hereby resolved to request Globe Telecom, Smart Communication Inc., and dislodge for the installation of cell tower in Baybay Class II fish, forest, plantation to improve internet signal in the center of the Bannangay and its environs.

RESOLVE FURTHER that a copy of this resolution be forwarded to the office of Globe Telecom, Smart Communication Inc., and dislodge for their information and appropriate action.

UNANIMOUSLY CARRIED.

I hereby certify to the tenor of the foregoing resolution.

Signature
NARC C. TRONDA
Baybay, Pangasinan

ATTESTED BY:

ROEL T. MANSUETO

OFFICE OF THE SUCCESSION BARANGAY

Excerpt from the minutes of the regular session of Sangguniang Barangay of Claro V. Pardo, Pinal, Pambolan held at Barangay session hall on April 25, 2022 at 8:00 o'clock in the morning

Present:

Hon. Paul T. Meludo	Punong Barangay
Hon. Isidro R. Victoriano Jr.	Barangay Kagawad
Hon. Aurora L. Fontanillas	-do-
Hon. Lisa F. Tayco	-do-
Hon. Michael J. Pando	-do-
Hon. Maria E. Higgins	-do-
Hon. Genice B. Pando	-do-
Hon. Dicky F. Pando	-do-

Absent:

Hon. Arnel F. Tagaytay	SK Chairman
------------------------	-------------

ORDINANCE NO. 5 S. 2022

AN ORDINANCE TO SECURE BARANGAY CERTIFICATION BEFORE CUTTING TREES WITHIN THE JURISDICTION OF BRGY. CLARO M. PARDON:

Be it ordained by the Sangguniang Barangay of Claro V. Pardo, Pinal, Pambolan in session assembled that:

Section I - Every person shall secure Barangay clearance / certification before cutting any tree.

Section II - Every such tree shall pay of fifty (50) pesos only.

Section III - Every owner shall produce a copy of tax declaration of the lot which the tree is planted.

Section IV - Payment for cutting tree fees is individual for the reason that some use for commercial or business purposes.

Section V - A fine of P200.00 for any violation of this ordinance shall be imposed to violator's thereof.

Section VI - This Ordinance shall take effect upon its approval.

Catipit Correct:

MARIE E. FLORES
Barangay Kagawad

Approved by: _____

Barangay Poblacion

RESOLVE AS IT HEREBY RESOLVED Enacting the herein Barangay Ordinance No. 01 series of 2022 entitled "AN ORDINANCE PROHIBITING THE STAKEHOLDERS BY USING THE NATIONAL HIGHWAYS AS SOLAR DRIER OF AGRICULTURAL BY PRODUCTS WITHIN THE TERRITORIAL JURISDICTION OF BARANGAY POBLACION, FERROL, ROMBLON AND IMPOSING A PENALTY FOR VIOLATIONS THEREOF.

VOTE BY ROLL CALL:

Hon. David S. Prado	Yes
Hon. Roger D. Samiento	Yes
Hon. Alfredo A. Vilones	Yes
Hon. Loreto Penuliar	Yes
Hon. Teodoro R. Gelindan	Yes
Hon. Pablo S. Tumaob	Yes
Hon. Enly A. Delacruz	Yes
Hon. Apolinario P. Jayon	Yes

Unanimously Carried.

Be It enacted by the Sangguniang Barangay of Barangay Poblacion, Ferrol, Romblon this 28th day of April 2022, Sanguniang Barangay Session Hall, Barangay Poblacion, Ferrol, Romblon.

SECTION 1. TITLE: This Barangay Ordinance for purposes of clarity and general classification, should be known as the "Suppressed Ordinance,

SECTION 2. DEFINATION,

PROHIBITING- *Formally forbid (something) by law, rule or other authority.*

STAKEHOLDERS- *An independent party with whom each of those who make a wager deposits.*

TERRITORY- *Relating to the ownership of an area of land or sea.*

SECTION 3. PENALTY. Violation to any provision of the Ordinance shall be penalized in the following manner:

- 1st offense- P 500.00 (Five Hundred Pesos Only)
- 2nd offense- P 700.00 (Seven Hundred Pesos Only)
- 3rd offence-P 1,000.00 (One Thousand Pesos Only and Community Service)

SECTION 4. REPEALING CLAUSE. All ordinances, resolutions or Local Executive Orders part thereof in conflict or inconsistent with the ordinance are hereby repealed accordingly.

SECTION 5. EFFECTIVITY. This Ordinance shall take effect within Ten (10) days after it is posted in Three (3) conspicuous places in the Barangay.

Done this 19th day of April 2022 during the Regular Session of the Sangguniang Barangay of Barangay Poblacion, Ferrol, Romblon.

JELYN D. PRADO
Barangay Secretary

ATTESTED BY:

David S. Prado
Barangay Kagawad/ Presiding Officer

APPROVED BY:

SANGGUNIANG BARANGAY MEMBERS:

DAVID S. PRADO
Sangguniang Barangay

FILGER D. SARMIENTO
Sangguniang Barangay

ALFREDO A. VILLONES
Sangguniang Barangay

LORETO B. PENILAR
Sangguniang Barangay

TEODOLFO R. GELINDON
Sangguniang Barangay

RABBITO S. TUMAOS
Sangguniang Barangay

EMILY A. DELA CRUZ
Sangguniang Barangay

APOLONARIO D. JAVAN
Sangguniang Barangay



Republic of the Philippines
Province of Romblon
Municipality of Ferrol
BARANGAY POBLACION
-00-

OFFICE OF THE SANGGUNIANG BARANGAY

EXCERPTS FROM THE MINUTES OF THE 5th REGULAR SESSION OF THE SANGGUNIANG BARANGAY OF POBLACION, FERROL ROMBLON HELD AT THE BARANGAY POBLACION SESSION HALL ON April 19, 2022 AT 9:30 O' CLOCK IN THE MORNING.

Present:

Hon. David S. Prado	Barangay Kagawad/Presiding Officer
Hon. Riger D. Samiento	-do-
Hon. Alfredo A. Vilones	-do-
Hon. Loreto Penuliar	-do-
Hon. Teodoro R. Gelindon	-do-
Hon. Pabilto S. Turnoob	-do-
Hon. Emily A. Delacruz	-do-
Hon. Apolinario P. Jayan	SK/Federation
Mrs. Jelyn D. Prado	Bgy. Secretary
Mrs. Lorie B. Zuleta	Brgy. Treasurer

ABSENT:

-None-

ORDINANCE NO. 01 S. 2022

RESOLUTION THE ENACTING BARANGAY ORDINANCE NO. 01 S. SERIES OF 2022, ENTITLED "AN ORDINANCE PROHIBITING THE STAKEHOLDERS BY USING THE NATIONAL HIGHWAYS AS SOLAR DRIER OF AGRICULTURAL BY PRODUCTS WITHIN THE TERRITORIAL JURISDICTION OF BARANGAY POBLACION, FERROL, ROMBLON AND IMPOSING A PENALTY FOR VIOLATIONS THEREOF.

**Author: Hon. David S. Prado
Barangay Kagawad/Committee on Environment**

WHEREAS, it is now a practical fashion of stakeholders to prepare and sun-dried agricultural-products along side of National High way within the area of Barangay Poblacion, Ferrol, Romblon.

WHEREAS, this mal practices promote road obstruction, risk and to incite drivers to be more arrogant in observing road courtesy and discipline, so as to emanate road accident.

NOW, THEREFORE

Premises considered upon motion of Kagawad Riger D. Samiento, and duly seconded by Kagawad Alfredo A. Vilones.

RESOLVE AS IT HEREBY RESOLVED Enacting the herein Barangay Ordinance No. 01 series of 2022 entitled "AN ORDINANCE PROHIBITING THE STAKEHOLDERS BY USING THE NATIONAL HIGHWAYS AS SOLAR DRIER OF AGRICULTURAL BY PRODUCTS WITHIN THE TERRITORIAL JURISDICTION OF BARANGAY POBLACION, FERROL, ROMBLON AND IMPOSING A PENALTY FOR VIOLATIONS THEREOF.

VOTE BY ROLL CALL:

Hon. David S. Prado	Yes
Hon. Filger D. Samiento	Yes
Hon. Alfredo A. Vilones	Yes
Hon. Loreto Penuliar	Yes
Hon. Teodoro R. Gelindan	Yes
Hon. Pabito S. Tumaoab	Yes
Hon. Emily A. Dale Cruz	Yes
Hon. Apolinario P. Jayan	Yes

Unanimously Carried.

Be it enacted by the Sangguniang Barangay of Barangay Poblacion, Ferrol, Romblon this 28th day of April 2022, Sangguniang Barangay Session Hall, Barangay Poblacion, Ferrol, Romblon.

SECTION 1. TITLE. This Barangay Ordinance for purposes of clarity and general classification, should be known as the "Suppressal Ordinance.

SECTION 2. DEFINATION.

PROHIBITING- *Formally forbid (something) by law, rule or other authority.*

STAKEHOLDERS- *An independent party with whom each of those who make a wager deposits.*

TERRITORY- *Relating to the ownership of an area of land or sea.*

SECTION 3. PENALTY. Violation to any provision of the Ordinance shall be penalized in the following manner.

- a. 1st offense- P 500.00 (Five Hundred Pesos Only)
- b. 2nd offense- P 700.00 (Seven Hundred Pesos Only)
- c. 3rd offence-P 1,000.00 (One Thousand Pesos Only and Community Service)

SECTION 4. REPEALING CLAUSE. All ordinances, resolutions or Local Executive Order part thereof in conflict or inconsistent with the ordinance are hereby repealed accordingly.

SECTION 5. EFFECTIVITY. This Ordinance shall take effect within ten (10) days after it is posted in Three (3) conspicuous places in the Barangay.

Done this 19th day of April 2022 during the Regular Session of the Sangguniang Barangay at Barangay Poblacion, Ferrol, Romblon.

JELYN D. PRADO
Barangay Secretary

ATTESTED BY:

David S. Prado
Barangay Kagawad/ Presiding Officer

APPROVED BY:

SANGGUNIANG BARANGAY MEMBERS:

DAVID S. PRADO
Sangguniang Barangay



LORETO B. PENULAR
Sangguniang Barangay

EMILY A. DELA CRUZ
Sangguniang Barangay

ALGER D. SARMIENTO
Sangguniang Barangay



TEDDOLFO R. GELINDON
Sangguniang Barangay

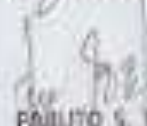
APOLINARIO P. MAYAN
Sangguniang Barangay



ALFREDO A. VILLONES
Sangguniang Barangay



PABLO S. TUMAOB
Sangguniang Barangay





Republic of the Philippines
Province of Romblon
Municipality of Ferrol
BARANGAY POBLACION
-00-

OFFICE OF THE SANGGUNIANG BARANGAY

EXCERPTS FROM THE MINUTES OF THE 5th REGULAR SESSION OF THE SANGGUNIANG BARANGAY OF POBLACION, FERROL, ROMBLON HELD AT THE BARANGAY POBLACION SESSION HALL ON April 19, 2022 AT 9:30 O' CLOCK IN THE MORNING.

Present:

Hon. David S. Prado	Barangay Kagawad/Presiding Officer
Hon. Elger D. Samiento	-do-
Hon. Alfredo A. Vilones	-do-
Hon. Loreto Penular	-do-
Hon. Teodoro E. Gelindan	-do-
Hon. Pabito S. Tumaob	-do-
Hon. Emily A. Delacruz	-do-
Hon. Apolinario P. Jayan	SK/Federation
Mrs. Jehyn D. Prado	Brgy. Secretary
Mrs. Lorie B. Zueta	Brgy. Treasurer

ABSENT:

-None-

ORDINANCE NO. 01 S. 2022

RESOLUTION THE ENACTING BARANGAY ORDINANCE NO. 01 S. SERIES OF 2022, ENTITLED "AN ORDINANCE PROHIBITING THE STAKEHOLDERS BY USING THE NATIONAL HIGHWAYS AS SOLAR DRIER OF AGRICULTURAL BY PRODUCTS WITHIN THE TERRITORIAL JURISDICTION OF BARANGAY POBLACION, FERROL, ROMBLON AND IMPOSING A PENALTY FOR VIOLATIONS THEREOF.

**Author: Hon. David S. Prado
Barangay Kagawad/Committee on Environment**

WHEREAS, it is now a practical fashion of stakeholders to prepare and sun-dried agricultural-products along side of National High way within the area of Barangay Poblacion, Ferrol, Romblon,

WHEREAS, this mal practices promote road obstruction, risk and to incite drivers to be more arrogant in observing road courtesy and discipline, so as to emanate road accident.

NOW, THEREFORE

Premises considered upon motion of Kagawad Elger D. Samiento, and duly seconded by Kagawad Alfredo A. Vilones.

Tubigon

Republic of the Philippines
Province of Zamboanga
Municipality of Teral
BARRANGAY TUBIGON

- 20 -

OFFICE OF THE SANGGUNIANG BARRANGAY

EXCERPT FROM THE MINUTES OF THE 6TH REGULAR SESSION OF
THE SANGGUNIANG BARRANGAY OF TUBIGON, TERAL, ZAMBOANGA HELD
AT BARRANGAY SESSION HALL ON APRIL 20, 2021 AT EXACTLY
3:00 O'CLOCK IN THE AFTERNOON.

PRESENT:

Hon. Zedim G. Meron Jr. --- Puning Pring / Pres. Officer
Hon. Dany M. Clungen --- Remy Kogonwood
Hon. Enia J. Liron --- do.
Hon. Dany J. Castillon --- do.
Hon. Cesar F. Macatubal --- do.
Hon. Arturo F. Dela Peña --- do.
Hon. Manuel M. Rafael --- do.
Hon. Christine L. Berraca --- do.
Hon. Jo-Ann R. Macalusan --- SK Chairperson

Absent: None

IN PROPOSED AUTHORIZING THE CITY/MUNICIPALITY OF FERRAL
TO ISSUE BARANGAY CLEARANCE AND COLLECTING CORRESPONDING BARANGAY
CLEARANCE FEE IN THE APPLICATION FOR ANY BUSINESS RELATED TRANSACTIONS
SUBJECT TO THE REQUIREMENTS OF THE AFORESAID FEES TO THE BARANGAY
AND THE COLLECTING THEREON.

WHEREAS, under Section 152(c) of the local government code states that:

(c) Barangay Clearance. - No city or municipality may issue any license
or permit for any business or activity unless a clearance is first
obtained from the barangay where such business or activity is
located or conducted for such clearance. The Sangguniang Barangay
may impose a reasonable fee. The application for clearance shall
be acted upon within (7) working days from the filing thereof. In
the event that the clearance is not issued within the said period, the
city or municipality may issue the said license or permit.

WHEREAS, the 2008 Act of 2015 or Republic Act 11032, otherwise known as
An Act Promoting Ease of Doing Business and Efficient Delivery of
Government Services, Amending for the Purpose of Republic Act
No. 9465, was duly enacted;

WHEREAS, the Section 11 (c) of the above mentioned Republic Act duly amended
the Section 152 (c) of the local government code, and provides that
Barangay Clearance and permits related to doing business shall be
applied, issued and collected at the city/municipality or permit to issue
in accordance with the prescribed processing time of said act, provide
that the share in the collection shall be remitted to respective Barangays
and

WHEREAS, Barangay Tubigon, in accordance with the above provisions,
and as an implementation of "one stop shop", hereby authorizes
the city/municipality of Ferral to issue barangay clearance and
collect corresponding barangay clearance fee in the application
any business related transactions subject to the remittance
of the aforesaid fees to the barangay and conditions hereunder.

AND WHEREAS, be it observed as it is hereby declared by the Barangay
Council of Barangay Tubigon, Ferral, Kamotan is a session duly
assembled the following:

SECTION 1. WHEREAS, this policy applies to the issuance of Barangay
clearance for business permit and locational clearance (as
requirement for the issuance of building permit) at the city/
municipality, other clearances for other purposes shall still be
obtained at the Barangay.

This circular shall cover all city/municipal Mayor, Planning
Barangays, concerned local officials, and Regional Director
and Sangguni Minister of local government and all others

SECTION 2. DEFINITION OF TERMS. The words and phrases used in this ordinance are hereby defined as follows:

Barangay Clearance - refers to any and all documents issued by the barangays with or without corresponding fees as defined in their ordinance, relative to or relation to the issuance of business permit and locational / zoning clearance by the city/municipality or any other permit as may be required (IJC of RA 11032)

Barangay clearance fees - is an amount imposed by the barangays through and an ordinance and collected by the city/municipality in relation to the issuance of business permit and locational / zoning clearance by the city/municipality.

Business Permit - is a document that must be secured from the city or municipal government usually through its business permit and licensing office (BPLC) for a business to legally operate in the locality (IJC of RA 11032)

~~Barangay Clearance~~
Locational clearance - is a clearance issued by the zoning Administrator/zoning officer to a project that is allowed under the provisions of an ordinance of a particular city/municipality. It is a requirement for the issuance of building permit (house and Land Use Regulatory Board Comprehensive Land Use Plan Guidebook).

SECTION 3. AUTHORITY TO COLLECT BARANGAY CLEARANCE FEE OR BUSINESS RELATED TRANSACTION - the city/municipality or Feral is given the authority to collect barangay clearance fee subject to the remittance to the subject barangay.

SECTION 4. RATE OF BARANGAY CLEARANCE FEE TO BE COLLECTED - The rate of Barangay Clearance Fee to be collected by the municipality for the issuance clearance shall be computed in accordance with the subject barangay revenue ordinance, herein attached as "Annex A" and made as an integral part thereof.

SECTION 5. BARANGAY ELECTRONIC SIGNATURE - electronic signature of Purong Barangay Council shall appear in all barangay clearance issued.

SECTION 6. RECEIPTS AND REMITTANCE - The municipality shall remit the Barangay clearance fee collected to the subject barangay not later than (7) working days of the ensuing month with the list of the issued building and business permit.

SECTION 7. SEVERABILITY CLAUSE - if any reason, a part of this ordinance is declared illegal or invalid, other parts of provisions hereof which are not affected hereby shall remain valid and in full force and effect.

SECTION 8. REPEALING CLAUSE - all previous Ordinance and rules/regulations which are inconsistent with the provisions of this ordinance are hereby deemed, modified or repealed accordingly.

SECTION 9. EFFECTIVE CLAUSE - this ordinance shall take effect fifteen (15) days after its publication.

II - Roll Call
Present: Zosimo P. Clarca II - Punong Brgy./Pres. Officer
Cesar Macatulal -
Antonio F. Dela Jr. -
Manites C. Nestio -

Absent: None

III - Reading and Consideration of Previous Minutes
After the invocation and Roll Call followed by the reading of Previous minutes dated April 6, 2022.
After the reading of Previous Minutes the presiding officer ask for remarks and/or correction thereon.

IV - Privilege Hour - None

V - Reference of Business -
Agenda

VI - Committee Report - none

VII - Calendar of Business
a. Unfinished Business
b. Business for the Day -

A Resolution requesting for construction of two story Multi Purpose - Cdm Brgy. Hall/ Brgy Health Center to Congressman Cleandro Jesus "Buloy" Fabic Madrona at Barangay Tubigon, Ferral, Romblon
Proponent by: Hon. Cesar F. Macatulal

c. Unassigned Business -

VIII - Announcement

IX - Adjournment

Parliamentary
Procedure

Republic of the Philippines
Province of Romblon
Municipality of Tuzal
Barangay Tubigon

2. Call to Order ¹ OFFICE OF THE SANGGUNIANG BARANGAY

Minutes of the 2th Regular Session of the Sangguniang Bayan of Tubigon, Tuzal, Romblon held at Bayan Session Hall on April 26, 2022 at 1:00 o'clock in the afternoon and to be followed by the invocation to be lead by Fr. Sunny M. Amigon.

3. Roll Call

Present: Zosimo B. Llanera II - Punong Bayan/Pres. Officer
Cesar Macatubal -
Antune F. Sela Jr -
Yvanter C. Mestizo -

Absent: None

4. Reading and Consideration of Previous Minutes

After the invocation and Roll Call followed by the reading of Previous minutes dated April 4, 2022.

After the reading of Previous Minutes the presiding officer ask for remarks and/or correction thereon.

5. Privilege Hour - None

6. Reference of Business -
Agenda

7. Committee Report - none

8. Calendar of Business

a. Unfinish Business

b. Business for the Day -

A Resolution requesting for construction of two story Multi Purpose - Cam Bangay Hall / Bayan Health Center to Congressman Eleandro Jesus "putoy" Fabre Madrona at Barangay Tubigon, Tuzal, Romblon
Proposer by: Hon. Cesar F. Macatubal

Health Center to Congressman Eleandro Jesus "BUDY" Fabic Madrona at Brgy. Tubigon, Tural, Romblon.

Whereas, Presented before the body per urgent action is the need of the Barangay a convenient Two (2) Story Multi-Purpose Building to be used as Brgy. Hall & Brgy. Health Center. It has been a wish of former and incumbent Brgy. Officials and people of Barangay Tubigon;

Whereas, the establishment of Two (2) Story Multi-Purpose Building if materialized will surely promote Brgy. Legislation, Good Governance and better administrative system;

NOW THEREFORE premises considered on motion of Hon. Ger S. Castillo, unanimously seconded by all members present, the body has -

RESOLVED, as it is hereby RESOLVED to request and hereby requested to HON. CONGRESSMAN ELEANDRO JESUS "BUDY" FABIC MADRONA for the construction of Two (2) Story Multi-Purpose Building of Brgy. Tubigon, Tural, Romblon;


RESOLVED FURTHER, that a copy of this resolution be forwarded to Hon. Eleandro Jesus "BUDY" Fabic Madrona, congressman Lone District of Romblon

for his information and appropriate action.

I HEREBY CERTIFY the correctness of the foregoing Resolution.





Prepared by: FRANCISCO
PILAR T. FRANCISCO
Regy. Secretary

Attested by:


HON. ROMEO G. LORCA II
Punong Barangay

Concurred by:

Prty. Kagawad

HON. CESAR F. MACATUBAL 
HON. ARTURO F. DELA PERI JR. 
HON. CHRISTINE LL. GERVAZIO 
HON. MARI TES C. MESTIO 

Republic of the Philippines
Province of Romblon
Municipality of Tinal
BARANGAY TUBIGON
-000-

OFFICE OF THE SANGGUNIANG BARANGAY

Minutes of the 6th Regular Session of the Sangguniang
Barangay of Tubigon, Tinal Romblon held at Barangay
Session Hall on October 20, 2022 at 1:00 o'clock in the
afternoon.

Present:

Hon. Zarino S. Clerca --- Punong Barangay / Pres. Officer
Hon. Ranny M. Luningon --- Barangay Kagawad
Hon. Edwin S. Clerca --- "

Absent: None

Resolution No. 100-2022

Resolution Requesting for Construction of Two-Storey
Multi-Purpose Building cum Barangay Hall/Barangay
Health Center to Congressman Eleandro "Bobby" Badoy
Fabio Madrona at Barangay Tubigon, Tinal, Romblon.

Whereas, Presented before the body for urgent action is the
need of the Barangay a convenient Two (2) Storey
Multi-Purpose Building to be used as Barangay
Hall & Barangay Health Center. It has been aspiration
of former and incumbent Barangay Officials and the
people of Barangay Tubigon;

Whereas, the establishment of Two (2) Storey Multi-
purpose Building if materialized will surely
promote Barangay Legislation, Local Governance and
better administrative system;

NOW THEREFORE premises considered on motion of Hon. Zarino
S. Clerca unanimously seconded by all members
present, the body has -

RESOLVED, as it is hereby RESOLVED to request that
be hereby requested to HON. CONGRESSMAN ELEANDRO
"BOBBY" FABIO MADRONA for the construction
of Two (2) Storey Multi-Purpose Building of
Barangay Tubigon, Tinal, Romblon.

Financial Report

Project 1

SUMMARY OF EXPENSES
 "BUGKOS: Bringing and Upholding Good Governance through Knowledge,
 Operations and Skills Enhancement Program"
 December 20 – 21, 2021

A. FOOD EXPENSES

DATE	STORE	QUANTITY	PARTICULARS	UNIT PRICE	AMOUNT
12.18.21	Joefer's Carinderia		Food		100.00
12.20.21	Gado's Sari-sari Store		Snacks		100.00
12.21.21	Fabregas Eatery	2 order	Kumo	40.00	80.00
		2 packs	San Mig Coffee	8.00	16.00
		1 bottle	Coke		18.00
		1 order	Pansit		20.00
	Fabregas Eatery		Food Breakfast	387.00	387.00
	Gacilo's Store		Snacks assorted		85.00
	Bernardo's Talipapa	1 ½ kilo	Tulingan		150.00
	Gervacio's Store		Paper plates, disposable spoon & fork, paper cups		90.00
	Fabile's Store	9 bottles	Mineral water	10.00	90.00
TOTAL					1,136.00

B. GASOLINE EXPENSES

DATE	STORE	QUANTITY	PARTICULARS	UNIT PRICE	AMOUNT
12.20.21	Velco Gas Station	1 L	Gasoline		63.65
	Velco Gas Station	1 L	Gasoline		63.65
	Velco Gas Station	1 L	Gasoline		63.65
	Velco Gas Station	2 L	Gasoline	63.65	184.00
	Petron Odiongan Bulk Plant		Gasoline		200.00
	Petron Odiongan Bulk Plant		Gasoline		200.00
	Tulay MFS Gasoline Station		Gasoline	65.50	200.00
12.21.21	RER	1 L			65.00
	RER	1 L			65.00
	RER	1 L			65.00
	RER	1 L			65.00
	RER	1 L			65.00
TOTAL					1,299.95

C. OTHER EXPENSES

DATE	STORE	QUANTITY	PARTICULARS	UNIT PRICE	AMOUNT
12.16.21	Digi-Fy Graffix Sales and Services	1 4x8	Tarpaulin		640.00
12.18.21	Leano	1 pad	RER Form		50.00
12.20.21	New Life Pharmacy	1 box	Facemask		110.00
TOTAL					800.00



ROMBLON STATE UNIVERSITY
 College of Arts and Sciences
 Department of Public Administration



CASH FLOW STATEMENT FOR REIMBURSEMENT

"BUGKOS: Bringing and Upholding Good Governance through Knowledge,
 Operations and Skills Enhancement Program"
 December 20 – 21, 2021

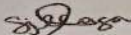
CASH RECEIVED FROM	
Borrowed from CAS Fund	6,500.00
CASH PAID FOR	
Food Expenses	1,136.00
Gasoline Expenses	1,299.95
Other Expenses	800.00
Prizes	3,000.00
TOTAL CASH OUTFLOWS	6,235.95
REMAINING BALANCE	264.05

D. PRIZES

DATE	PARTICULARS	AMOUNT
12.20.21	Dance Contest 1 st Prize (1st Day)	1,000.00
	Dance Contest Consolation Prize (1st Day)	500.00
	Dance Contest Consolation Prize (1st Day)	500.00
	Dance Contest Consolation Prize (1st Day)	500.00
12.21.21	SK Output Presentation Contest 1 st Prize (2nd Day)	200.00
	SK Output Presentation Contest Consolation Prize (2nd Day)	150.00
	SK Output Presentation Contest Consolation Prize (2nd Day)	150.00
TOTAL		3,000.00

A. Food Expenses	1,136.00
B. Gasoline Expenses	1,299.95
C. Other Expenses	800.00
D. Prizes	3,000.00
TOTAL	6,235.95

Prepared by:


SHIENNA JEANNE F. LLAGA

Audited by:


ALLEN DOMINIQUE M. JAMIO

DIGI-FY GRAFFIX SALES & SERVICES

2F Veleo Far Bldg Gen. Luna St., Brgy. Litanayay, Odiongan, Romblon
 AUBERT F. ODRA - Prop.
 NON-VAT Reg. TIN: 227-431-837-002

SALES INVOICE
 Sold to: PSU CAS Date: 12/20/21

TIN/SC-TIN:
 Address: OSCA/PWD ID No:
 Business Style: SC/PWD Signature:

Qty	Unit	ARTICLES	Unit Price	Amount
1	PCS	TAUW		P 600
TOTAL SALES				P 600
Less: SC/PWD discount				
TOTAL AMOUNT DUE				P 600

Received the above goods in good order & condition.
 BIR Authority to Print No. OCN1A1/0002218030
 Date Issued: 10-07-2020
 Cashier/Authorized Representative: [Signature]

A. Leño's Store
 Gen. Luna St., Brgy. Litanayay, Odiongan, Romblon
 ARSENIA LEÑO FOJA - Prop.
 Non-VAT Reg. TIN: 182-154-907-000

SALES INVOICE
 Date: Dec-18, 2021

Sold to: RCA CAS
 Address: bd - Romblon TIN:
 OSCA/PWD ID No: SC/PWD Signature:

Qty	Unit	ARTICLES	Unit Price	AMOUNT
1	pd	R 57K		50
Total Sales				50
Less: SC/PWD-Discourt				
TOTAL AMOUNT DUE				P 50

500 Bkts (80x2) 170001 - 195000 Cashier/Authorized Representative
 BIR Authority to Print No. OCN1A1/0001628948 - Date Issued: 10/05/2017
 Leño's Printing Press - NV TIN: 113-802-053-000 - Odiongan, Romblon
 Printer's Accreditation No. 039MP2013000000001 - Date Issued: 12/18/2013
 THIS DOCUMENT IS NOT VALID FOR CLAIMING INPUT TAXES

New Life Pharmacy
 Maribel A. Roxas Sr., Brgy. Litanayay
 Odiongan Romblon
 Creditable Activities Tax
 VAT Reg: 229-229-816-740-000
 TIN: 4307770421544831
 Reg. No: 2433-74274229-000-2
 TRXN No: 1002800137475
 TRXN DATE: 12/20/2021 8:50:20 PM
 CASHIER: Angela
 ATTENDANT: SARA Servino

PRODUCT NAME	PRICE	AMOUNT
1.000 FaceMaskLB*	110.00	110.00
TOTAL AMOUNT		110.00
CASH		100.00
CHANGE		90.00

VAT BREAKDOWN

VAT EXEMPT	0.00
VAT SALES	96.11
VAT AMOUNT	11.79
TOTAL GPP	1.00

SOLD TO:
 TIN:
 ADDRESS:

MICROMET SOLUTIONS, INC.
 Cityland 19 Tower 1, 6815
 Ayala Avenue, Makati City
 Tel: 006-886-826-000
 Account No: 050-005866626-000143
 Date Issued: 07/18/2008
 Valid until: 07/31/2020

PTON: PR02019-035-0023436-00000
 Date Issued: 07/12/2016
 Valid until: 07/12/2024
 THIS INVOICE SHALL BE
 VALID FOR FIVE (5) YEARS
 FROM THE DATE OF THE PERMIT TO USE

THIS SERVES AS YOUR
 SALES INVOICE
 THANK YOU FOR VISITING
 HAVE A NICE DAY!
 ...
 ...

REIMBURSEMENT EXPENSE RECEIPT	
Date <u>12/18/2021</u>	No. _____
RECEIVED from <u>Jeper Cariverda</u> <small>(Name)</small>	the amount
of <u>one hundred pesos</u> <small>(Official Designation)</small> <u>(P 100.00)</u> <small>(In Words) (In Figures)</small>	
is payment for <u>food</u> <small>(Payments for subsistence, services,</small>	
<small>rental or transportation should show inclusive dates purpose, distance, inclusive points of travel etc.)</small>	
PAYEE	
Name/Signature <u>John Roeder Lachica</u>	
Address _____	
Comm. Tax Cert No. _____	
Date of Issue _____	
Place of Issue _____	
WITNESS	
Name/Signature <u>Jeper Cariverda</u>	
Address <u>BRY. LIMBAYAN, ODIONGAN, ROMBLON</u>	
Comm. Tax Cert No. _____	
Date of Issue _____	
Place of Issue _____	

REIMBURSEMENT EXPENSE RECEIPT	
Date <u>12/20/21</u>	No. _____
RECEIVED from <u>Ado's sari-sari store</u> <small>(Name)</small>	the amount
of <u>one hundred pesos</u> <small>(Official Designation)</small> <u>(P 100.00)</u> <small>(In Words) (In Figures)</small>	
is payment for <u>snacks</u> <small>(Payments for subsistence, services,</small>	
<small>rental or transportation should show inclusive dates purpose, distance, inclusive points of travel etc.)</small>	
PAYEE	
Name/Signature <u>John Roeder Lachica</u>	
Address <u>Odiongan, Romblon</u>	
Comm. Tax Cert No. _____	
Date of Issue _____	
Place of Issue _____	
WITNESS	
Name/Signature <u>Phina Jeanne Uaga</u>	
Address <u>Odiongan, Romblon</u>	
Comm. Tax Cert No. _____	
Date of Issue _____	
Place of Issue _____	

REIMBURSEMENT EXPENSE RECEIPT	
Date <u>12/21/21</u>	No. _____
RECEIVED from <u>Sarmiento's Store</u> <small>(Name)</small>	the amount
of <u>sixty-five pesos</u> <small>(Official Designation)</small> <u>(P 65.00)</u> <small>(In Words) (In Figures)</small>	
is payment for <u>1L gasoline</u> <small>(Payments for subsistence, services,</small>	
<small>rental or transportation should show inclusive dates purpose, distance, inclusive points of travel etc.)</small>	
PAYEE	
Name/Signature <u>Jayverd Key M. Federico</u>	
Address <u>Odiongan, Romblon</u>	
Comm. Tax Cert No. _____	
Date of Issue _____	
Place of Issue _____	
WITNESS	
Name/Signature <u>Mark G. Calimbo</u>	
Address <u>Odiongan, Romblon</u>	
Comm. Tax Cert No. _____	
Date of Issue _____	
Place of Issue _____	

REIMBURSEMENT EXPENSE RECEIPT	
Date <u>12/21/21</u>	No. _____
RECEIVED from <u>GABRIEL CARL STORE</u> <small>(Name)</small>	the amount
of <u>sixty-five</u> <small>(Official Designation)</small> <u>(P 65.00)</u> <small>(In Words) (In Figures)</small>	
is payment for <u>1L gasoline regular</u> <small>(Payments for subsistence, services,</small>	
<small>rental or transportation should show inclusive dates purpose, distance, inclusive points of travel etc.)</small>	
PAYEE	
Name/Signature <u>Gerardo Cano</u>	
Address <u>Alcantara, Romblon</u>	
Comm. Tax Cert No. _____	
Date of Issue _____	
Place of Issue _____	
WITNESS	
Name/Signature <u>Phina Jeanne Uaga</u>	
Address <u>Odiongan, Romblon</u>	
Comm. Tax Cert No. _____	
Date of Issue _____	
Place of Issue _____	

BUGKOS EXTENSION FERROL

Prize for Dance Contest

December 20, 2021
(Day 1)

Particulars	Amount	Signature
First Prize	P 1,000	<i>[Signature]</i>
Consolation	P 500	<i>[Signature]</i>
Consolation	P 500	<i>[Signature]</i>
Consolation	P 500	<i>[Signature]</i>
Consolation	P 500	<i>[Signature]</i>

- clo LGU Ferrol

Noted by:

[Signature] 12-20-21
MARK G. CALIMBO, DPA
 Dean, CAS

General Form No. 2
 Revised January 1992

REIMBURSEMENT EXPENSE RECEIPT	
Date	12/21/21
No.	
RECEIVED from	Tumab's Stone
	<small>(Name)</small>
of	Owner
	<small>(Official Designation)</small>
in payment for	Sixty-five pesos (P 65.00)
	<small>(In Words) (In Figures)</small>
	16 Gasoline
	<small>(Payments for subsistence, services, rental or transportation should show inclusive dates purpose, distance, inclusive points of travel etc.)</small>
PAYEE	
Name/Signature	Savannah Vergara
Address	Ferrol, Romblon
Comm. Tax Cert No.	
Date of Issue	
Place of Issue	
WITNESS	
Name/Signature	Shirana Jeanne Uaya
Address	Adangan, Romblon
Comm. Tax Cert No.	
Date of Issue	
Place of Issue	

**SK Output Presentation Contest
BUGKOS - FERROL EXTENSION PROJECT**

PRIZES
DECEMBER 21, 2021
[DAY-2]

Particulars	Amount	Signature
First Prize	₱ 200	<i>[Signature]</i>
Consolation	₱ 150	<i>[Signature]</i>
Consolation	₱ 150	<i>[Signature]</i>
Consolation		
Consolation		
Consolation		

Noted by:
[Signature]
MARK G. CALIMBO, DPA
Dean, College of Arts and Sciences

General Form No. 2
Revised January 1992

REIMBURSEMENT EXPENSE RECEIPT	
Date <u>12/21/21</u>	No. _____
RECEIVED from <u>Gailo's Store</u> <small>(Name)</small>	the amount
of <u>eighty-five pesos</u> <small>(In Words)</small>	(₱ <u>85.00</u>) <small>(In Figures)</small>
in payment for <u>check (assorted biscuits)</u> <small>(Payments for subsistence, services, rental or transportation should show inclusive dates purpose, distance, inclusive points of travel etc.)</small>	
PAYEE	
Name/Signature <u>Shienn Jeanne Uaga</u>	
Address <u>Odiangan, Romblon</u>	
Comm. Tax Cert No. _____	
Date of Issue _____	
Place of Issue _____	
WITNESS	
Name/Signature <u>Andrea Leigh D. Fatauer</u>	
Address <u>Odiangan, Romblon</u>	
Comm. Tax Cert No. _____	
Date of Issue _____	
Place of Issue _____	

General Form No. 2
Revised January 1992

REIMBURSEMENT EXPENSE RECEIPT	
Date <u>12/21/21</u>	No. _____
RECEIVED from <u>PABILA'S STORE</u> <small>(Name)</small>	the amount
of <u>Ninety nine</u> <small>(In Words)</small>	(₱ <u>99</u>) <small>(In Figures)</small>
in payment for <u>9 pcs bottled water</u> <small>(Payments for subsistence, services, rental or transportation should show inclusive dates purpose, distance, inclusive points of travel etc.)</small>	
PAYEE	
Name/Signature <u>VANZ MOSHE FADORA</u>	
Address <u>Odiangan, Romblon</u>	
Comm. Tax Cert No. _____	
Date of Issue _____	
Place of Issue _____	
WITNESS	
Name/Signature <u>Jayvera Rey Federico</u>	
Address <u>Odiangan, Romblon</u>	
Comm. Tax Cert No. _____	
Date of Issue _____	
Place of Issue _____	

REIMBURSEMENT EXPENSE RECEIPT

Date 12/21/21 No. _____

RECEIVED from CERVA CHOC STORE
(Name)
Pingkor the amount
(Official Designation)
of Ninety pesos only (P 90.00)
(In Words) (In Figures)
in payment for Paper plates, disposable spoon & fork, paper cups
(Purpose for subsistence, travel, etc.)

(rental or transportation should show inclusive date)
(purpose, distance, inclusive points of travel, etc.)

PAYEE

Name/Signature Jayvier Rey Federico
Address Odiangan, RMBLON
Comm. Tax Cert No. _____
Date of Issue _____
Place of Issue _____

WITNESS

Name/Signature Shane Carito
Address Odiangan, RMBLON
Comm. Tax Cert No. _____
Date of Issue _____
Place of Issue _____

REIMBURSEMENT EXPENSE RECEIPT

Date 12/21/2021 No. _____

RECEIVED from BERNARDO C TALIPPA
(Name)
Owner the amount
(Official Designation)
of One hundred fifty pesos only (P 150.00)
(In Words) (In Figures)
in payment for 1 1/2 Tulingan
(Purpose for subsistence, travel, etc.)

(rental or transportation should show inclusive date)
(purpose, distance, inclusive points of travel, etc.)

PAYEE

Name/Signature Savarina Velasco
Address Ferrol, Rombon
Comm. Tax Cert No. _____
Date of Issue 12/21/21
Place of Issue Ferrol

WITNESS

Name/Signature Shane Carito
Address _____
Comm. Tax Cert No. _____
Date of Issue _____
Place of Issue _____



PETRON ODIONGAN MINI BULK PLANT
National Road, Brgy. Poaday, Odiangan, Rombon
FLORENCIO M. TAN - Prop.
VAT Reg. TIN: 102-696-620-000

SALES INVOICE Date: 12/21/2021
Sold to: Call
Address: _____ TIN: _____
Terms: _____ Business Style: _____

Qty	Unit	ARTICLES	Unit Price	AMOUNT
		Regular Gasoline		200
		Premium Gasoline		
		Kerosene		
		Diesel		
		Motor Oil		
		Gear Oil		
		Grease		
		Brake Fluid		
		LPG		
VARIABLE SALES				
12% VAT				
TOTAL SALES				P 200

③ **Nº 504144** Cashier/Authorized Representative
3000 Bkts. (50x2) 485001 - 615000
BIR Authority to Print No. OCN1AU0001042481 • Date Issued: 12/19/18
Lectra's Publishing Process • RV TIN: 113-802-053-000 • Odiangan, Rombon
Printer's Accreditation No. 036MP2018000000001 • Date Issued: 11/15/2018
THIS SALES INVOICE SHALL BE VALID UNTIL DEC. 18, 2023

SWELL GAS STATION
National Road, Brgy. Tulyan, Odiangan, Rombon
SVELLA ANA FERNANDEZ
VAT Reg. TIN: 102-696-620-000

SALES INVOICE Date: 12/21/21
Sold to: pca - CAS
Address: _____ TIN: _____
Terms: _____ Business Style: _____

Qty	Unit	ARTICLES	Unit Price	AMOUNT
2	SAV	Unleaded Gasoline	69.60	139.20
		Premium Gasoline		
		Kerosene		
		Diesel		
		Motor Oil		
		Gear Oil		
		Grease		
		Brake Fluid		
		LPG		

THIS SALES INVOICE SHALL BE VALID UNTIL MAY 27, 2024
VATable Sales: 139.20
Add: 12% VAT: 16.70
TOTAL AMOUNT DUE: 155.90

③ **Nº 58942** Cashier/Authorized Representative
2000 Bkts. (50x2) 0001 - 100000
BIR Authority to Print No. OCN1AU0002028633 • Date Issued: 05/28/2019
Lectra's Publishing Process • RV TIN: 113-802-053-000 • Odiangan, Rombon
Printer's Accreditation No. 036MP2018000000001 • Date Issued: 11/15/2018

STATION
 Nat'l Road, Brgy. Tulay, Odiongan, Romblon
SVELL ANA FERNANDEZ ANG - Prop.
 VAT Reg. TIN: 102-896-882-004

SALES INVOICE Date: 12/20, 2021

Sold to: RSU-CAS
 Address: _____ TIN: _____
 Terms: _____ Business Style: _____

Qty.	Unit	ARTICLES	Unit Price	AMOUNT
1	L	Unleaded Gasoline	107.65	107.65
		Premium Gasoline		
		Kerosene		
		Diesel		
		Motor Oil		
		Gear Oil		
		Grease		
		Brake Fluid		
		LPG		

THIS SALES INVOICE SHALL BE VALID UNTIL MAY 27, 2024

VATable Sales
 Add: 12 % VAT
TOTAL AMOUNT DUE 107.65

Ⓟ No 56945
 2000 Bkts. (50x2) 0001 - 100000 Cashier/Authorized Representative
 BIR Authority to Print No OCN1ALJ0002029533 • Date Issued: 05/28/2019
 Learner's Practicing Passes • NV TIN: 113-802-053-000 • Odiongan, Romblon
 Printer's Accreditation No 035MP2018000000001 • Date Issued: 11/15/18

STATION
 Nat'l Road, Brgy. Tulay, Odiongan, Romblon
SVELL ANA FERNANDEZ ANG - Prop.
 VAT Reg. TIN: 102-896-882-004

SALES INVOICE Date: 12/20, 2021

Sold to: RSU-CAS
 Address: _____ TIN: _____
 Terms: _____ Business Style: _____

Qty.	Unit	ARTICLES	Unit Price	AMOUNT
1	L	Unleaded Gasoline	107.65	107.65
		Premium Gasoline		
		Kerosene		
		Diesel		
		Motor Oil		
		Gear Oil		
		Grease		
		Brake Fluid		
		LPG		

THIS SALES INVOICE SHALL BE VALID UNTIL MAY 27, 2024

VATable Sales
 Add: 12 % VAT
TOTAL AMOUNT DUE 107.65

Ⓟ No 56944
 2000 Bkts. (50x2) 0001 - 100000 Cashier/Authorized Representative
 BIR Authority to Print No OCN1ALJ0002029533 • Date Issued: 05/28/2019
 Learner's Practicing Passes • NV TIN: 113-802-053-000 • Odiongan, Romblon
 Printer's Accreditation No 035MP2018000000001 • Date Issued: 11/15/18

FLO GAS STATION
 Nat'l Road, Brgy. Tulay, Odiongan, Romblon
SVELL ANA FERNANDEZ ANG - Prop.
 VAT Reg. TIN: 102-896-882-004

SALES INVOICE Date: 12/20, 2021

Sold to: RSU-CAS
 Address: _____ TIN: _____
 Terms: _____ Business Style: _____

Qty.	Unit	ARTICLES	Unit Price	AMOUNT
1	L	Unleaded Gasoline	107.65	107.65
		Premium Gasoline		
		Kerosene		
		Diesel		
		Motor Oil		
		Gear Oil		
		Grease		
		Brake Fluid		
		LPG		

THIS SALES INVOICE SHALL BE VALID UNTIL MAY 27, 2024

VATable Sales
 Add: 12 % VAT
TOTAL AMOUNT DUE 107.65

Ⓟ No 56943
 2000 Bkts. (50x2) 0001 - 100000 Cashier/Authorized Representative
 BIR Authority to Print No OCN1ALJ0002029533 • Date Issued: 05/28/2019
 Learner's Practicing Passes • NV TIN: 113-802-053-000 • Odiongan, Romblon
 Printer's Accreditation No 035MP2018000000001 • Date Issued: 11/15/18

LAY MFS Gas Station
 Nat'l Road, Brgy. Tulay, Odiongan, Romblon
FLORENCIO M. TAN - Prop.
 VAT Reg. TIN: 102-696-620-002

SALES INVOICE Date: 12-20, 2021

Sold to: RSU-CAS
 Address: _____ TIN: _____
 Terms: _____ Business Style: _____

Qty	Unit	ARTICLES	Unit Price	AMOUNT
		Regular Gasoline	65.00	2.00
		Premium Gasoline		
		Kerosene		
		Diesel		
		Motor Oil		
		Gear Oil		
		Grease		
		Brake Fluid		
		LPG		

VATABLE SALES
 12% VAT
TOTAL SALES ₱ 2.00

Ⓟ No 156131
 3000 Bkts. (50 x 2) 115001 - 265000 Cashier/Authorized Representative
 BIR Authority to Print No OCN1ALJ0001942471 • Date Issued: 12/19/2018
 Learner's Practicing Passes • NV TIN: 113-802-053-000 • Odiongan, Romblon
 Printer's Accreditation No 035MP2018000000001 • Date Issued: 11/15/2018
THIS SALES INVOICE SHALL BE VALID UNTIL DEC. 18, 2022

Financial Report

Project 2 & 3



College of Arts and Sciences
Department of Public Administration
ROMBLON STATE UNIVERSITY

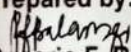


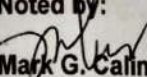
CASH FLOW STATEMENT FOR LIQUIDATION

**BUGKOS: Bringing and Upholding Good Governance through Knowledge,
Operations and Skills Enhancement Program
Ferrol Extension Project 2
April 25 – 26, 2022**

- April 25, 2022 – Governance Operation and Skills Enhancement
- April 26, 2022 – Advocacy on Gender & Development and Environmental Protection

CASH ADVANCE	P14,384.00
CASH PAID FOR	
▪ Expenses	12,184.00
▪ Payroll for Parlor Game Winners/ Output Presenters	2,200.00
TOTAL CASH OUTFLOWS	14,384.00

Prepared by:

Rosario F. Balanza
CAS Clerk

Noted by:

Mark G. Calimbo, DPA
CAS Dean

SUMMARY OF EXPENSES
BUGKOS: Bringing and Upholding Good Governance through Knowledge,
Operations and Skills Enhancement Program
Ferrol Extension Project 2
April 25 – 26, 2022

- April 25, 2022 – Governance Operation and Skills Enhancement
- April 26, 2022 – Advocacy on Gender & Development and Environmental Protection

A. EXPENSES

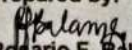
DATE	STORE	Unit /Qty	PARTICULARS	Unit Price	AMOUNT				
04.21.22	▪ A Leño's Store	70 pcs	Brown envelopes (long)	3.00	210.00				
		30 pcs	Folder (long)	7.00	210.00				
		1 box	HBW permanent marker		180.00				
		1 pack	Matrix ballpen		270.00				
		5 pcs	Certificate holder	60.00	300.00				
		10 packs	Specialty paper	38.00	380.00				
		4 reams	Hard copy (legal)	205.00	820.00				
		2 boxes	Face mask	100.00	200.00				
							2,570.00		
		▪ Ashley Bakeshop & Restaurant					Snacks		
▪ RSDP (gasoline c/o Mr. John Roeder Lachica)					3 liters	Gasoline (unleaded)			300.00
April 21, 2022 Expenses Total					2,984.00				
04.22.22	▪ Babsie's Convenience Store	1 pc	Coca-Cola 1.5L		75.00				
		1pc	Coke zero 1.5L		80.00				
	Total					155.00			
	▪ Philip and Melay Bakeshop	25 pcs	Assorted bread	6.00	150.00				
	▪ 3C's Burger Haus	12 pcs	Reg. burger	30.00	360.00				
	▪ Philip and Melay Bakeshop		Snacks (7 Up & merienda)	50.00	200.00				
April 22, 2022 Expenses Total					865.00				
04.23.22	▪ 1 st Option Computer Center		Print		16.00				
April 23, 2022 Expenses Total					16.00				
04.25.22	▪ Dalida's Bakeshop & Convenient Store	7 pcs	Burger	35.00	245.00				
	▪ Fabregas Eatery		Food		546.00				
	▪ Fabregas Eatery		Food		60.00				
	▪ Yen-Yen Store	1 blt.	San Mig Coffee		62.00				
	▪ Yen-Yen Store	1 blt.	San Mig Coffee		62.00				
April 25, 2022 Expenses Total					975.00				
04.26.22	▪ Yen-Yen Store	2 pcs	1.5 Coke	65.00	130.00				
		1 blt.	San Mig Coffee		62.00				
		Total					192.00		
	▪ Fabregas Eatery		Food		407.00				
	▪ Tulay MFS Gasoline Station (c/o Sir J. Llacer)		Gasoline		150.00				
	▪ Fabregas Eatery		Food		124.00				
April 26, 2022 Expenses Total					873.00				
05.13.22	▪ Precious Home Furniture Store	5 pcs	Tumbler (taken for speakers)	340.00	1,700.00				
May 13, 2022 Expenses Total					1,700.00				

05.17.22	•1 st Option Computer Center		Printing		12.00
	•A. leaño's Store	5 pcs	Gift Bags	27.00	135.00
May 17, 2022 Expenses Total					147.00
06.14.22	•A. leaño's Store	5 pcs	Photo Paper	100.00	500.00
		1 rim	Folder Long		700.00
		1 tube	Matrix Ballpen		270.00
		100 pcs	Brown Env. Long	2.80	280.00
		1 pc	Scissor		150.00
		3 pds	Sticky Notes	50.00	150.00
		3 pds	Sticky Notes	40.00	120.00
		2 rims	Long Coupon Bond S20	215.00	430.00
		2 rims	A4 Coupon Bond S20	200.00	400.00
		6 packs	Specialty Board (s)	114+105	219.00
		9 pcs	Highlighter Stabilo	50.00	450.00
		9 pcs	HBW Highlighter	25.00	225.00
		5 pcs	Correction Tape	40.00	200.00
					4,094.00
	•Tulay MFS Gasoline Station		Regular Gasoline	92.00	330.00
	•Dylna's Gift Shop	1 rim	Special Paper		200.00
TOTAL					4,624.00

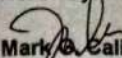
B. PRIZE PAYROLL

DATE	WINNER/RECIPIENT	PARLOR GAMES/OUTPUT	AMMOUNT	
04.25.22	Jinnifer Gara	Characters (per individual)	1 st Price	500.00
	David Prado		2 nd Price	100.00
	Hinag-oman Representative		3 rd Price	100.00
	Claro M. Recto Representative		4 th Price	100.00
	Tubigon Group 1 Representative		5 th Price	100.00
		Tubigon Group 2 Representative	Parliamentary Presentation (as a group)	
TOTAL			1,400.00	
04.26.22	Ana Lizan F. Leorio	Best Zumba	1 st Price	200.00
	Pilar F. Francisco		2 nd Price	100.00
	Christine L. Gervacio		3 rd Price	100.00
	Lorie B. Zuela	Bring Me		100.00
	Donato Fabila			100.00
	Christine L. Gervacio			100.00
	Donato Fabila	Seminar feedback sharing		100.00
	TOTAL			800.00
SUMMARY				
A. Expenses			12,184.00	
B. Payroll for Parlor Game Winners/Output Presenters			2,200.00	
GRAND TOTAL			14,384.00	

Prepared by:


Rosario F. Balanza
CAS Clerk

Noted by:


Mark B. Callinbo, DPA
CAS. Dean

S

A. Leño's Store

Luna St., Brgy. Liwanag, Odiongan, Romblon
ARSENIA LEÑO FOJA - Prop.
 Non-VAT Reg. TIN: 162-154-907-000

INVOICE Date: 4-21, 2022

B.S.U. - CAS
Odiongan, Romblon TIN: _____

WD ID No: _____ SC/PWD Signature: _____
 Business Style: _____

Unit	ARTICLES	Unit Price	AMOUNT
0	pes brown Enu. long	3-	210-
20	pes folder long	7-	210-
1	box blue permanent marker		180-
1	box Maruz ballpen		270-
5	pes Cent. Golden Shant	60-	300-
10	boxes specialty board (5)	38-	380-
4	boxes hand copy legal	205-	820-
2	boxes face Mask	100-	200-

Total Sales 2,570-

Less: SC/PWD-Discount

TOTAL AMOUNT DUE P 2,570-

Ⓟ N^o 189114

500 Bkts. (50x2) 170001 - 195000 **Cashier/Authorized Representative**

BIR Authority to Print No. OCN1AU0001698948 • Date Issued: 10/05/2017

Leño's Printing Press • NV TIN: 113-802-053-000 • Odiongan, Romblon

Printer's Accreditation No. 035MP20130000000001 • Date Issued: 12/18/2013

"THIS DOCUMENT IS NOT VALID FOR CLAIMING INPUT TAXES"

THIS SALES INVOICE SHALL BE VALID UNTIL OCT 04, 2022

ASHLEY BAKESHOP & RESTAURANT

J. P. Laurel St., Barangay Dapawan, Odiongan, Romblon
POREN C. LUCAS - Prop.
 VAT Reg. TIN: 164-045-407-001

OFFICIAL RECEIPT

Received from: RSU-CAS Date: 4/21/22

TIN/SC-TIN: _____ OSCA/PWD ID No. _____

Address: ODIONGAN Business Style: _____

The sum of Pesos _____ (PhP)

In partial/full payment of:

Qty	Unit	ARTICLES	Unit Price	Amount
				P
		<u>Snacks</u>		<u>114</u>
				<u>4</u>

VATable	<u>101.79</u>	Total Sales (VAT Inclusive)	
VAT - Exempts		Less VAT	
VAT - Zero Rates		Total SALES	
VAT - 12%	<u>1221</u>	Less: SC/PWD Discount	
		TOTAL AMOUNT DUE	<u>P 114</u>

Received the above goods in good order & condition.

By: _____
 Cashier/Authorized Representative

1000 Bkts (50x2) 25001-75000
 BIR Authority to Print No. OCN1AU0002183118
 Date Issued: 05-20-2020

Kapitbisig Publications/RSUN Printing Press
 Adamez St. Liwanag, Odiongan, Romblon
 Printer's Accreditation No. 035MP20180000000001 Date Issued 11/15/18
 TIN: 168-152-991-000 NV

N^o 28908

THIS OFFICIAL RECEIPT SHALL BE VALID UNTIL 02-12-2022

RSDP ENTERPRISES CO.

Port Side, Barangay Batiano, Odiongan, Romblon
RSDP ENTERPRISES CO. - Prop.
 VAT Reg. TIN: 010-247-295-001

SALES INVOICE

Sold to: John

Date: 4-21, 2022

Address: _____

TIN/SC-TIN: _____ Business Style: _____

OSCA/PWD No. _____ Terms: _____

Qty	Unit	ARTICLES	Unit Price	Amount
<u>3</u>	<u>files</u>	<u>Unloaded</u>		<u>P 300</u>

VATable	<u>267.84</u>	Total Sales (VAT Inclusive)	
VAT - Exempts		Less VAT	
VAT - Zero Rates		Total SALES	
VAT - 12%	<u>32.14</u>	Less: SC/PWD Discount	
		TOTAL AMOUNT DUE	<u>P 300</u>

Received the above goods in good order & condition.

By: _____
 Cashier/Authorized Representative

1000 Bkts (50x2) 0001-30000
 BIR Authority to Print No. OCN1AU0001967402
 Date Issued: 02-13-2019

Kapitbisig Publications/RSUN Printing Press
 Adamez St. Liwanag, Odiongan, Romblon
 Printer's Accreditation No. 035MP20180000000002 Date Issued 11/15/18
 TIN: 168-152-991-000 NV

N^o 22419

THIS INVOICE SHALL BE VALID UNTIL 02-12-2024

MFS GASOLINE STATION

Road, Brgy. Tulay, Odiongan, Romblon
FLORENCIO M. TAN - Prop.
 VAT Reg. TIN: 102-696-620-002

INVOICE Date: 4-26, 2022

Sold to: RSU CAS do Sir Hacer

TIN: _____

Business Style: _____

Unit	ARTICLES	Unit Price	AMOUNT
	Regular Gasoline	81.95	150
	Premium Gasoline		
	Kerosene		
	Diesel		
	Motor Oil		
	Gear Oil		
	Grease		
	Brake Fluid		
	LPG		
VARIABLE SALES			
12% VAT			
TOTAL SALES P			<u>150</u>

① N^o 159545

3000 Bkts. (50x2) 115001 - 265000 **Cashier/Authorized Representative**
 BIR Authority to Print No OCN1AU0001942471 • Date Issued: 12/19/2018
 Leño's Printing Press • NV TIN: 113-802-053-000 • Odiongan, Romblon
 Printer's Accreditation No 035MP20180000000001 • Date Issued: 11/15/2018
THIS SALES INVOICE SHALL BE VALID UNTIL DEC. 18, 2023

FABREGAS EATERY

MARILYN A. FABREGAS - Prop.
 Purok Maligaya, Poblacion, Ferrol, Romblon
 NON-VAT Reg. TIN: 173-822-910-000

OFFICIAL RECEIPT

Received from: RSU CAS Date: 4-26-22

TIN/SC-TIN: _____ OSCAPWD ID No. _____

Address: Odiongan Business Style: _____

The sum of Pesos _____ (Php)

In partial/full payment of:

Qty	Unit	ARTICLES	Unit Price	Amount
		<u>Food</u>		<u>124</u>
TOTAL SALES				
Less: SC/PWD discount				
TOTAL AMOUNT DUE				<u>124</u>

Received the above goods in good order & condition.

300 Bkts (50x2) 1001-16000
 BIR Authority to Print No. OCN1AU0001818542
 Date Issued: 06-12-2018

Kapitling Publications/RSUN Printing Press
 Alifurta St. Lawayway, Odiongan, Romblon
 Printer's Accreditation No. 035MP20130000000002 Date Issued 12/18/13
 TIN: 168-152-991-000 NV

By: [Signature]
Cashier/Authorized Representative

N^o: 12226

THIS DOCUMENT IS NOT VALID FOR CLAIMING INPUT TAXES.
 THIS INVOICE SHALL BE VALID UNTIL 06-11-2021

May 13, 2022



PreciousHome Furniture Store

J. Rizal St., Brgy. Ligaya, Odiongan, Romblon
MA. PRECIOUSA TABANAO MARTINO - Prop.
 Non-VAT Reg. TIN: 316-127-994-000

PreciousHome Furniture Store • ☎ 0998 456 5172

SALES INVOICE Date: May 13, 2022

Sold to: RSU-CAS

Address: _____ TIN: _____

OSCA/PWD ID No: _____ SC/PWD Signature: _____

Business Style: _____

Qty	Unit	ARTICLES	Unit Price	AMOUNT
<u>5</u>	<u>pcs</u>	<u>Stambler</u>	<u>340</u>	<u>1,700</u>
Total Sales				
Less: SC/PWD-Discout				
TOTAL AMOUNT DUE P				<u>1,700</u>

① N^o 0020

25 Bkts. (50 x 2) 0001 - 1250 **Cashier/Authorized Representative**
 BIR Authority to Print No OCN035AU20220000000002 • Date Issued: 01/03/2022
 Leño's Printing Press • NV TIN: 113-802-053-000 • Odiongan, Romblon
 Printer's Accreditation No 035MP20180000000001 • Date Issued: 11/15/2018

THIS SALES INVOICE SHALL BE VALID UNTIL JAN. 02, 2027

April 25, 2022

YEN-YEN SARI STORE
KARENA NADURA - PROP.
Sitio Tabing-Dagat, Poblacion, Ferrol, Romblon
Non-VAT Reg. TIN: 261-392-992-002

SALES INVOICE

Sold to: RCU Cas Date: 4-25-22
TIN: _____ Terms: _____
Address: _____ OSCA/PWD ID No.: _____
SC/PWD
Business Style: _____ Signature: _____

QTY.	UNIT	ARTICLES	UNIT PRICE	AMOUNT
1	BM	San Mig UP		62.00
Total Sales				
Less: SC/PWD Discount				
TOTAL AMOUNT DUE				<u>62.00</u>

50 Bkts (50x2) 0001-2500
BIR Authority to Print No. 24U0002439037
Date Issued: 02-25-2020 Valid Until: 02-25-2025
Engle Printing & Publishing
NIXON H. CARILLO - PROP.
Capitane Plaza, Regalado Cor. Goding Romas St. Kalibo, Aklan
TIN: 105-240-368-000 VAT

Cashier /Authorized Representative
No: 0875

"THIS DOCUMENT IS NOT VALID FOR CLAIMING INPUT TAXES"
Printer's Accreditation No. 071MP20180000000006
Date Issued: 12-14-2018
"THIS SALES INVOICE SHALL BE VALID FOR FIVE (5) YEARS FROM THE DATE OF ATP"

April 26, 2022

YEN-YEN SARI STORE
KARENA NADURA - PROP.
Sitio Tabing-Dagat, Poblacion, Ferrol, Romblon
Non-VAT Reg. TIN: 261-392-992-002

SALES INVOICE

Sold to: RCU Cas Date: 4-26-22
TIN: _____ Terms: _____
Address: _____ OSCA/PWD ID No.: _____
SC/PWD
Business Style: _____ Signature: _____

QTY.	UNIT	ARTICLES	UNIT PRICE	AMOUNT
2	pa	1st Coka		130.00
1	pa	San Mig Coffee		62.00
Total Sales				
Less: SC/PWD Discount				
TOTAL AMOUNT DUE				<u>192.00</u>

50 Bkts (50x2) 0001-2500
BIR Authority to Print No. 24U0002439037
Date Issued: 02-25-2020 Valid Until: 02-25-2025
Engle Printing & Publishing
NIXON H. CARILLO - PROP.
Capitane Plaza, Regalado Cor. Goding Romas St. Kalibo, Aklan
TIN: 105-240-368-000 VAT

Cashier /Authorized Representative
No: 0878

"THIS DOCUMENT IS NOT VALID FOR CLAIMING INPUT TAXES"
Printer's Accreditation No. 071MP20180000000006
Date Issued: 12-14-2018
"THIS SALES INVOICE SHALL BE VALID FOR FIVE (5) YEARS FROM THE DATE OF ATP"

FABREGAS EATERY

MARILYN A. FABREGAS - Prop.
Purok Maligaya, Poblacion, Ferrol, Romblon
NON-VAT Reg. TIN: 173-822-910-000

OFFICIAL RECEIPT

Received from: RCU Cas Date: 4/26/22
TIN/VSC-TIN: _____ OSCA/PWD ID No. _____
Address: Capitane Business Style: _____
The sum of Pesos _____ (PluP)
In partial/full payment of: _____

Qty	Unit	ARTICLES	Unit Price	Amount
		<u>Food</u>		<u>407</u>
TOTAL SALES				
Less: SC/PWD discount				
TOTAL AMOUNT DUE				<u>407</u>

Received the above goods in good order & condition.
300 Bkts (50x2) 1001-16000
BIR Authority to Print No. OCN1AU0001818542
Date Issued: 06-12-2018

By: _____
Cashier/Authorized Representative
No: 12223

Kapitang Publications/RSUN Printing Press
Atienza St. Liwayway, Odiongan, Romblon
Printer's Accreditation No. 033MP20130000000000
Date Issued: 12/18/13
TIN: 168-152-991-000 NV
"THIS DOCUMENT IS NOT VALID FOR CLAIMING INPUT TAXES"
"THIS INVOICE SHALL BE VALID UNTIL 06-11-2018"

SafesAop & Convenient Store
 Dagat St., Poblacion, Ferrol, Romblon
NEIL G. DALIDA - Prop.
 Non-VAT Reg. TIN: 294-090-486-000 (9)

VOICE Date: APR 125, 2022
RSU

OSCA/PWD ID No: _____
 SC/PWD Signature: _____
 Business Style: _____

Unit	ARTICLES	Unit Price	AMOUNT
1	BURGER X 350		245
TOTAL SALES			P 245
Less: SC/PWD-Discout			
TOTAL AMOUNT DUE			P 245

Received the above goods in good order & condition.

By: _____
 Cashier/Authorized Representative

50 Bkts. (50x2) 0001-2500
 BIR Authority to Print No. OCN1AU0002135946 • Date Issued: 01/09/2020
 Leadco's Printing Press • NV TIN: 113-802-053-000 • Odiongan, Roml.
 Printer's Accreditation No. 035MP2018000000001 • Date Issued: 11/15/2013
 "THIS DOCUMENT IS NOT VALID FOR CLAIMING INPUT TAXES"
THIS SALES INVOICE SHALL BE VALID UNTIL JAN. 08, 2025

FABREGAS EATERY
 MARILYN A. FABREGAS - Prop.
 Purok Maligaya, Poblacion, Ferrol, Romblon
 NON-VAT Reg. TIN: 173-822-910-000 (12)

OFFICIAL RECEIPT
 Received from: CASH (RSU CAS) Date: 4/20/22

TIN/SC-TIN: _____ OSCA/PWD ID No. _____
 Address: _____ Business Style: _____
 The sum of Pesos _____ (PhP)

In partial/full payment of:

Qty	Unit	ARTICLES	Unit Price	Amount
		Food		P 546
TOTAL SALES				P 546
Less: SC/PWD discount				
TOTAL AMOUNT DUE				P 546

Received the above goods in good order & condition.

By: _____
 Cashier/Authorized Representative

300 Bkts (50x2) 1001-16000
 BIR Authority to Print No. OCN1AU0001818542
 Date Issued: 06-12-2018
 Kapibisig Publications/RSUN Printing Press
 Alenza St. Livisway, Odiongan, Romblon
 Printer's Accreditation No. 035MP20130000000007 Date Issued 12/18/13
 TIN: 168-152-991-000 NV
 "THIS DOCUMENT IS NOT VALID FOR CLAIMING INPUT TAXES"
THIS INVOICE SHALL BE VALID UNTIL 06-11-2023

FABREGAS EATERY
 MARILYN A. FABREGAS - Prop. (11)
 Purok Maligaya, Poblacion, Ferrol, Romblon
 NON-VAT Reg. TIN: 173-822-910-000

OFFICIAL RECEIPT
 Received from: RSU CAS Date: 4/25/22

TIN/SC-TIN: _____ OSCA/PWD ID No. _____
 Address: Odiongan Business Style: _____
 The sum of Pesos _____ (PhP)

In partial/full payment of:

Qty	Unit	ARTICLES	Unit Price	Amount
		Food		P 600
TOTAL SALES				P 600
Less: SC/PWD discount				
TOTAL AMOUNT DUE				P 600

Received the above goods in good order & condition.

By: _____
 Cashier/Authorized Representative

50 Bkts. (50x2) 0001-2500
 BIR Authority to Print No. 2AU0002436037
 Date Issued: 02-28-2020 Valid Until: 02-28-2025
 Ewing Printing & Publishing
 NIXON H. CARLLO - PROP.
 Capitan Plaza, Regalado Cor. Goding Ramos St. Kalibo, Aklan
 TIN: 168-240-368-000 VAT
 "THIS DOCUMENT IS NOT VALID FOR CLAIMING INPUT TAXES"
THIS INVOICE SHALL BE VALID UNTIL 06-11-2023

YEN-YEN SARI STORE
 KARENA. NADURA - PROP. (12)
 Sitio Tabing-Dagat, Poblacion, Ferrol, Romblon
 Non-VAT Reg. TIN: 261-392-992-002

SALES INVOICE

Sold to: RSU CAS Date: 4-25-22
 TIN: _____ Terms: _____
 Address: _____ OSCA/PWD ID No.: _____
 SC/PWD _____
 Business Style: _____ Signature: _____

QTY.	UNIT	ARTICLES	UNIT PRICE	AMOUNT
1		partially big coffee		600
Total Sales				P 600
Less: SC/PWD discount				
TOTAL AMOUNT DUE				P 600

Received the above goods in good order & condition.

By: _____
 Cashier/Authorized Representative

50 Bkts. (50x2) 0001-2500
 BIR Authority to Print No. 2AU0002436037
 Date Issued: 02-28-2020 Valid Until: 02-28-2025
 Ewing Printing & Publishing
 NIXON H. CARLLO - PROP.
 Capitan Plaza, Regalado Cor. Goding Ramos St. Kalibo, Aklan
 TIN: 168-240-368-000 VAT
 "THIS DOCUMENT IS NOT VALID FOR CLAIMING INPUT TAXES"
THIS SALES INVOICE SHALL BE VALID FOR FIVE (5) YEARS FROM THE DATE OF ATP



A. Leaño's Store

Gen. Luna St., Brgy. Liwayway, Odiangan, Romblon
ARSENIA LEAÑO FOJA - Prop.
Non-VAT Reg. TIN: 162-154-907-000
FB Page: Leaño's Store

SALES INVOICE

Date: June 14, 2022
Sold to: R.S.U. CAS
Address: Odiangan, Romblon
OSCA/PWD ID No: _____ SC/PWD Signature: _____
Business Style: _____ TIN: _____

Qty	Unit	ARTICLES	Unit Price	AMOUNT
5	pcs	Photo paper	100	500-
1	mm	Folder long		70-
1	tube	Matrix ballpen		20-
				1,470-
Total Sales				1,470-
Less: SC/PWD-Discout				
TOTAL AMOUNT DUE				1,470-

190620

500 Bkts. (50x2) 170001-195000 Cashier/Authorized Representative
BIR Authority to Print No OCN1AU0001698948 • Date issued: 10/05/2017
Leaño's Printing Press • NV TIN: 113-802-053-000 • Odiangan, Romblon
Printer's Accreditation No 035MP20130000000001 • Date issued: 12/18/2013
THIS DOCUMENT IS NOT VALID FOR CLAIMING INPUT TAXES
THIS SALES INVOICE SHALL BE VALID UNTIL OCT 04, 2022



A. Leaño's Store

Gen. Luna St., Brgy. Liwayway, Odiangan, Romblon
ARSENIA LEAÑO FOJA - Prop.
Non-VAT Reg. TIN: 162-154-907-000
FB Page: Leaño's Store

SALES INVOICE

Date: June 14, 2022
Sold to: R.S.U. CAS
Address: Odiangan, Romblon
OSCA/PWD ID No: _____ SC/PWD Signature: _____
Business Style: _____ TIN: _____

Qty	Unit	ARTICLES	Unit Price	AMOUNT
10	pcs	baron Gnw. long	280	2800-
1	pc	scissor		150-
3	pc	shcky motu	50	150-
3	pc	shcky motu	40	120-
2	mm	long compass komet S-20	215	430-
2	mm	ky compass komet S-20	200	400-
6	pc	specialty board (2)	114 Hbs	219-
9	pc	highlighter Stabilo	50	450-
9	pc	hbw highlighter	25	225-
5	pc	Connection tape	40	200-
Total Sales				2,624-
Less: SC/PWD-Discout				
TOTAL AMOUNT DUE				2,624-

190619

500 Bkts. (50x2) 170001-195000 Cashier/Authorized Representative
BIR Authority to Print No OCN1AU0001698948 • Date issued: 10/05/2017
Leaño's Printing Press • NV TIN: 113-802-053-000 • Odiangan, Romblon
Printer's Accreditation No 035MP20130000000001 • Date issued: 12/18/2013
THIS DOCUMENT IS NOT VALID FOR CLAIMING INPUT TAXES
THIS SALES INVOICE SHALL BE VALID UNTIL OCT 04, 2022

TULAY MFG. CORP.

Nat'l Road, Brgy. Tulay, Odiangan, Romblon
FLORENCIO M. TAN - Prop.
VAT Reg. TIN: 102-696-620-002

SALES INVOICE

Date: 6-14, 2022
Sold to: RSU CAS
Address: _____ TIN: _____
Terms: _____ Business Style: _____

Qty	Unit	ARTICLES	Unit Price	AMOUNT
		Regular Gasoline	92	330
		Premium Gasoline		
		Kerosene		
		Diesel		
		Motor Oil		
		Gear Oil		
		Grease		
		Brake Fluid		
		LPG		
VATABLE SALES				
12% VAT				
TOTAL SALES				330

161562

3000 Bkts. (50x2) 115001 - 285000 Cashier/Authorized Representative
BIR Authority to Print No OCN1AU0001942471 • Date issued: 12/19/2018
Leaño's Printing Press • NV TIN: 113-802-053-000 • Odiangan, Romblon
Printer's Accreditation No 035MP20180000000001 • Date issued: 11/15/2018
THIS SALES INVOICE SHALL BE VALID UNTIL DEC. 18, 2023

April 22, 2022

OC's Burger Haus
rel St., Brgy. Liwayway, Odiongan, Romblon
LUISA FABELLO SANGALANG - Prop. (6)
Non-VAT Reg. TIN: 135-549-700-000

RECEIPT Date: 4/22, 2022
from M College of Arts & Sciences
Odiongan, Odiongan Romblon
VD ID No: _____ SC/PWD Signature: _____
TIN: _____ Business Style: _____
Amount of PESOS _____ (P _____) as payment for:

Unit	ARTICLES	Unit Price	AMOUNT
1	1pc leg burger	20	20
Total Sales			
Less: SC/PWD-Discourt			
TOTAL AMOUNT DUE			20

Mode of Payment:
 CASH CHECK: Bank _____ Check No _____
 (P) N^o 35478 • [Signature]
Cashier/Authorized Representative
 200 Bkts. (50x2) 26251 - 36250
 BIR Authority to Print No OCN1AU0001873115 • Date Issued: 08/17/2018
 Leano's Printing Press • NV TIN: 113-802-053-000 • Odiongan, Romblon
 Printer's Accreditation No 035MP2013000000001 • Date Issued: 12/18/2013
 THIS DOCUMENT IS NOT VALID FOR CLAIMING INPUT TAXES
 THIS OFFICIAL RECEIPT SHALL BE VALID UNTIL AUG. 16, 2022

PHILIP AND MELAY BAKESHOP

Manuel L. Quezon Street Liwanag (Pob.)
5505 Odiongan, Romblon, Philippines
MELANIE T. BANAAG - Prop. (7)
Non-VAT REG. TIN: 462-621-357-00004

SALES INVOICE

SOLD to: RCU Date: 04/22/22
TIN: NO TIN PRESENTED Terms: _____
Address: ODIONGAN OSCA/PWD ID. No.: _____
Bus. Style: _____ Cardholder's Sig: _____

QTY.	UNIT	ARTICLES	U-PRICE	AMOUNT
4	1251	7 up 4 Menunda	50	200
Total Sales				
Less: SC/PWD Discount				
TOTAL AMOUNT DUE				200-00

50 Bkts (2x) 2501-5000
 BIR Authority to Print No.: 035AU20210000000259
 Date Issued: 10-14-21, Valid Until: 10-13-26
 Reliance Printing Services
 San Vicente East, Calapan City, Or Mindao
 TIN 194-599-780 (043) 441-1176
 Printer's Accreditation No.: 063MP20190000000007
 Date Issued: 01-21-19
 Cashier/Authorized Representative [Signature]
 N^o 2777
 THIS DOCUMENT IS NOT VALID FOR CLAIMING INPUT TAXES.
 THIS SALES INVOICE SHALL BE VALID UP TO OCTOBER 13, 2026

April 20, 2022

1st Option Computer Center

Brgy. Liwayway, Odiongan, Romblon (8)

TEMPORARY RECEIPT

Received from RCU-CAL Date: April 23, 2022
Address _____

Qty.	Unit	ARTICLES	U.Price	Amount
		Print		16.00
Total Amount				16.00

[Signature]
Authorized Representative

April 22, 2022

BABSII'S CONVENIENCE STORE
MAGSAYSAY ST., BRGY., LIWAYWAY,
UDIONGAN, ROMBLON 5505
VAT REG TIN: 770 763-945-000

Customer Name
Customer Address
Customer TIN

RECEIPT NO. 0000011892
ENCODER admin

1 pc 4801 31116072 75.00
75.00
Coca-Cola orig. 1.5L
1 pc 4801381116645 80.00
80.00
coke zero 1.5l

Time Item 2 Quantity 2.000000
TOTAL 155.00
CASH 170.00

CHANGE 15.00

GROSS SALES 155.00
LESS DISCOUNT 0.00
NET SALES 155.00

12% 16.61
VARIABLE SALES 138.39
ZERO RATED SALES 0.00

RECEIPT NO. 0000011892
SO NO. 0000011892
SERIAL NO. A7620600830055
CASHIER Administrator
DATE/TIME 2022-04-22 16:21:39

Accredited POS Supplier Trade Name
Live Help 4 Us Computer Services
Bantayan Dumaguete City
TIN 939546208
ACCREG NO. 079935546208000
57953501
ACCREG DATE ISSUED May 24, 2012
ACCREG VALID UNTIL July 31, 2022
PERMIT NO. FPO37021 35-02827
77-00000
MIN NO. 21030908484742046

THIS SERVES AS AN OFFICIAL RECEIPT

THANK YOU! COME AGAIN!
SAVE RECEIPT FOR RETURNS AND
EXCHANGES

LIWAYWAY GREAT BAKESHOP

Manuel L. Quezon Street Liwanag (Pob.)
5505 Odiongan, Romblon, Philippines
MELANIE T. BANAAG - Prop.
Non-VAT REG. TIN: 462-621-357-00004

SALES INVOICE

SOLD to : RSU Date: 4/22/22
TIN : No fin presented Terms:
Address : Liwanag OSCAPWD ID. No.:
Bus. Style: Cardholder's Sig:

QTY.	UNIT	ARTICLES	U-PRICE	AMOUNT
25	PCS	assorted bread	16	400
			Total Sales	150.00
			Exempt Sale	Less: SCPWD Discount
TOTAL AMOUNT DUE				150.00

50 Bkts. (2x) 2501-5000
BIR Authority to Print No.: 035AU20210000000259
Date Issued: 10-14-21; Valid Until: 10-13-26
Reliance Printing Services
San Vicente East, Calapan City, Or Mindoro
TIN: 194-559-780 (043) 441-1176
Printer's Accreditation No.: 063MP20190000000007
Date Issued: 01-21-19

Mpxe.
Cashier/Authorized Representative

No 2775

"THIS DOCUMENT IS NOT VALID FOR CLAIMING INPUT TAXES."
THIS SALES INVOICE SHALL BE VALID UP TO OCTOBER 13, 2026

SUMMARY	
Project 1 Total Expenses	6,235.00
Project 2 & 3 Total Expenses	14,384.00
TOTAL	20,619.00
RSU Released Fund	20,600.00
Liquidated Fund	20,619.00

