ZAMBOANGA PENINSULA POLYTECHNIC STATE UNIVERSITY

SCHOOL OF BUSINESS ADMINISTRATION

Area VI: Extension and Community Involvement

BACHELOR OF SCIENCE IN

HOSPITALITY MANAGEMENT

LEVEL 2

AACCUP 1987

OUTCOME/S

O.1. The extension Program is well-planned, implemented, monitored, evaluated and disseminated.

Proposal of Mobilizing and Upskilling of JUANAs for Economic Resiliency (MUJER)

Republic of the Philippines
Region IX, ZamboangaPeninsula
ZAMBOANGA CITY STATE POLYTECHNIC COLLEGE
GENDER AND DEVELOPMENT OFFICE
R.T. Lim Blvd., Baliwasan, Zamboanga City
Telefax (062) 991-3815

At the end of the Extension Program MUJER, the beneficiaries should be able to:

1. apply knowledge and financial literacy on their livelihood; and
2. develop entrepreneurial skills on basic sales and marketing.

MUJER includes series of trainings for the economically displaced women of Barangay Baliwasan, which is in line with the GAD mandate, to give opportunity for women in the barangay to learn additional skills that can be used for income generation and self-employment. MUJER is also anchored on ZCSPC Extension Agendum – Skills Capacitating/Competency Upgrade for Local and Overseas Employment (SCCULOE). The approach to be used is stewardship. The stewarding interventions of the community or Steward-Barangay strategic initiative will be focused on generating outcomes and impacts which necessarily must be changes in mindset, values system, capability to earn a living and civic consciousness. Engagements will be long-term where ZCSPC Extension's umbilical chord will remain in place until the aspired transformation has taken roots and gradually withdrawn as demand waned.

Details of the Proposed Training

I. Objectives:

At the end of the training, the trainees should be able to:

1. acquire the necessary skills, knowledge, understanding, and proficiency from the courses,
2. demonstrate the competence to perform the skills required of the courses, and
3. apply skills required to improve one's standard of living and become productive members of the community.

II. Training Venue: Zamboanga City State Polytechnic College

III. Target Date : November 7, 8, 14, 15, 21, and 22, 2020

IV. Target Participants : 15-30 participants per training course

V. Training Courses :

	No. of Hours
GAD Capacity Building	8 hours
Cookies Making	40 hours

Very truly yours,

MARY FE M. DELA CRUZ
PCW-GMMS-Registered GAD Focal Person

Noted by:

MARIE JOY B. ALVAREZ
Director, ZCSPC Extension

Funds Available:

MARIA CHRISTINA JEAN D. VERGARA
Budget Officer III

Recommending Approval:

ATTY. MARIE CHRISTELLE T. RUBIO
OIC- Vice President for Administration & Finance

Approved:

NELSON P. CABRAL, Ed. D.
President

VI. Training Personnel and Implementers:

Courses/Involvement	No. of Hours	Date	Instructors/ Implementers/ Person In Charge
Cookies Making	40	November 8, 14, 15, 21, and 22, 2020	Raymart Manalo
GAD Capacity Building	8	November 7, 2020	Anna Maria P. Gomez
Training Administrator	-	November 8 to 22, 2020	Dr. Nelson P. Cabral
Training Supervisor	-	November 8 to 22, 2020	Marie Joy B. Alvarez Mary Fe M. Dela Cruz
Training Coordinator	-	November 8 to 22, 2020	Jason V. Chavez Collin C. Ceneciro Marialyn B. Vicente
Documentation	-	November 8 to 22, 2020	Christine Joy G. Andabon
Secretariat	-	November 8 to 22, 2020	Ritchelle E. Santos
Evaluation Officer	-	November 8 to 22, 2020	Elizer C. Alfonso

VII. Training Cost:

A. Honoraria

1	Training Administrator	₱ 2,500.00
2	Training Supervisors	₱ 4,000.00
3	Training Coordinators	₱ 6,000.00
1	Documentation ₱ 503.00 x 6 days (JO)	₱ 3,018.00
1	Secretariat ₱ 503.00 x 6 days (JO)	₱ 3,018.00
1	Evaluation Officer ₱ 503.00 x 6 days (JO)	₱ 3,018.00
2	Instructors/ Implementers ₱ 200 per hour x 5 days x 8 hours x 1 Instructor ₱ 200 per hour x 1 day x 8 hours x 1 Implementer	₱ 9,600.00
	Sub-total	**₱31,154.00**

B. Materials and Equipment ..... ₱ 40,375.00

C. Office Supplies ..... ₱ 8,530.00

D. Food ..... ₱ 32,400.00

F. Contingency (10%) ..... ₱11, 245.90

Total Budget----------₱123, 704.90

Letter to Barangay Chairperson of Baliwasan, Zamboanga City



Letter to President

Republic of the Philippines
Zamboanga City State Polytechnic College
RT Lim Boulevard, Zamboanga City

September 23, 2020

NELSON P. CABRAL, Ed.D
President
This Institution

Dear Sir:

Greetings!

The research project on ***Women's Mental Health and Economy: Coping and Responding during Pandemic*** brought windows of actions to apply the principles of Gender and Development (GAD). The authors coming from the GAD Office, Research Facilitation Office (RFO), and Planning and Development Office (PDO) are submitting to you a few of the important research recommendations particularly on the response aspect of the research because of the COVID-19 Pandemic:

1. Create community inventory of women with vulnerable economic status such as those who were disenfranchised by their employers, income loses from the industries they are earning from, and what skills they are currently practicing and can learn. This will be use for decision making on how to mitigate their economic situations.

2. Develop an "economic path to success team" to oversee the economic profiles of affected women from different sectors or economic structures like schools, companies, and other industries. The task force on economic path to cope and respond can be specifically created to educational organizations or to the women in communities with both formal and informal economic settings. Schools can assist women in terms of training and becoming part of their income generating offices.

A research and extension project: ***MUJER or Mobilizing and Upskilling JUANAs for Economic Resiliency*** is in the works to realize the recommendation of the study. A preliminary conversation and general information-gathering was commenced with the Barangay Chairperson of Baliwasan, Zamboanga City to arrange the conduct a survey among their selected women constituents who were economically impacted by the current crisis to dig deeper on their needs.

We requesting from your good office to allow the following persons to conduct the survey on **September 25, 2020 at 8:30AM:**

Jason V. Chavez	Director, Research Facilitation Office
Mary Fe M. Dela Cruz	GAD Focal Person
Collin C. Ceniciro	Director, Planning and Development Office
Marie Joy B. Alvarez	Director, Extension Services

We would also like to seek permission and approval on the use of school service for this purpose.

We are hoping for your favorable response to this request as it will greatly contribute to the success of the project. Thank you and more power!

Respectfully yours,

MARY FE M. DELA CRUZ
ZCSPC GAD Focal Person

Approved by:

NELSON P. CABRAL, Ed.D
SUC President II

Memorandum of Agreement between ZCSPC and Baliwasan Barangay Council.

MEMORANDUM OF AGREEMENT

KNOW ALL MEN BY THESE PRESENTS:

order to prepare them to improve and perform their mandate, utilizing the acquired technical skills and become productive individuals;

WHEREAS, BALIWASAN BARANGAY COUNCIL, has offered its constituents, who wish to be trained by ZCSPC Trainers/Instructors, a series of training in preparation for their sustainable livelihood.

WHEREAS, BALIWASAN BARANGAY COUNCIL, offers to provide a venue for the production and marketing area of the organized group of women in the barangay who are part of the Extension Program MUJER.

OBJECTIVES:

The Extension Program MUJER aims to:

1. mobilize economically displaced women in Barangay Baliwasan for a livelihood training program; and
2. transfer knowledge, and competencies of healthy food production among economically displaced women of Barangay Baliwasan.

At the end of the Extension Program MUJER, the beneficiaries should be able to:

1. apply knowledge and financial literacy on their livelihood; and
2. develop entrepreneurial skills on basic sales and marketing.

NOW THEREFORE, for and in consideration of the foregoing premises and stipulation herein set forth, the parties consensually and reciprocally bound and agreed as they hereby bind and agree between themselves as follows:

1. **ZCSPC** shall be responsible in the screening and selection of trainees and shall enroll not less than 15 or more than 30 trainees per training course.
2. **ZCSPC** shall provide the training venue and amenities, like chairs, tables, potable water, electric power, etc., for the series of training.
3. **BALIWASAN BARANGAY COUNCIL** shall provide trainees transportation to and from the training venue;
4. **ZCSPC and BALIWASAN BARANGAY COUNCIL** shall finalize the preparations at least one(1) week before each extension activity under the Extension Program MUJER.
5. **ZCSPC** shall not be liable for any claim/ damages arising from any act, omission or negligence of the trainee for any cause beyond **ZCSPC** control.
6. **ZCSPC** shall conduct series of training to the beneficiaries of Extension Program MUJER.
7. **BALIWASAN BARANGAY COUNCIL** shall assist in all related activities pertaining to the implementation of ZCSPC Extension Program MUJER including evaluation of the program and monitoring of implementation.
8. This Memorandum of Agreement shall take effect upon signing thereof, and the same shall be considered terminated upon mutual agreement by both parties.

In witness whereof, both parties have hereunto affixed their signatures this 28th day of September, 2020 in the City of Zamboanga.

ZAMBOANGA CITY STATE POLYTECHNIC COLLEGE
(ZCSPC)

NELSON P. CABRAL, Ed. D.
President

BALIWASAN BARANGAY COUNCIL

MA. JAMIELY CZARINA N. CABATO
Barangay Chairman

Signed in the Presence of:

MARY FE M. DELA CRUZ
GAD Focal Person

MARIE JOY B. ALVAREZ
Director, ZCSPC Extension

ACKNOWLEDGMENT

REPUBLIC OF THE PHILIPPINES)
City of _____) S.S.

BEFORE ME, a Notary Public for and in the City of _____, personally appeared:

Dr. NELSON P. CABRAL ID No. G ACC - 001
Issued on ZCSPC
At Zamboanga City

Hon. MA. JAMIELY CZARINA N. CABATO ID No. 20068
Issued on ZC
At Zamboanga City

Known to me and to me known to be the same persons who have signed the foregoing instrument, and acknowledged to me that the same is their free and voluntary act and deed.

This instrument refers to the Memorandum of Agreement (MOA) consisting of four (4) pages including this whereon the acknowledgement is written, and signed by the parties and witnesses on all pages.

WITNESS MY HAND AND SEAL on this ____ day of SEP 28 2020, 2020 at _____.

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Book No XLV
Series 2020

CARL ANDREW M. RUBIO
Roll of Attorneys No.:56460
IBP LIFETIME Member No.:013462, Z.C.
Notary Public until December 31, 2020
Notarial Commission No.:11-2019
PTR No.:2024044, Dec. 27, 2019, Z.C.
MCLE Compliance No.:VI-0009579

Zamboanga City State Polytechnic College
RT Lim Boulevard, Baliwasan, Zamboanga City

GENDER and DEVELOPMENT Office and EXTENSION Office
in coordination with
Research Facilitations Office and Planning and Development Office

Project MUJER (Mobilizing and Upskilling JUANAS for Economic Resiliency)

I. Preliminary Conversation and General Information Gathering with Hon. Ma. Jamiely Czarina N. Cabato, Barangay Chairperson of Barangay Baliwasan, Zamboanga City conducted last September 23, 2020





II. Needs Assessment Survey – September 25, 2020







III. Memorandum of Agreement Signing last September 29, 2020 between Barangay Baliwasan Chairperson Hon. Ma. Jamiely Czarina N. Cabato and Dr. Nelson P. Cabral





O.2. The extension Program has contributed to the improvement on the quality of life of the target clientele/ beneficiaries.

Republic of the Philippines
ZAMBOANGA PENINSULA POLYTECHNIC STATE UNIVERSITY
Region IX, Zamboanga Peninsula
R.T. Lim Blvd., Baliwasan, Zamboanga City
Tel. No. 991-3815/extensionoffice@zcspc.edu.ph
EXTENSION MANAGEMENT OFFICE

EVALUATION SHEET

Title of the Extension Program: **Mobilizing and Upskilling JUANAs for Economic Resiliency (MUJER)**
Activity: **GAD Capacity Building Seminar-Workshop**
College/Office: **GAD, SBA, PDO, RFO**
Objective/s:
1. To capacitate the economically displaced women of Barangay Baliwasan on GAD Advocacy for Women Empowerment and Gender Equality
2. To provide psychosocial support to the economically displaced women of Barangay Baliwasan through stress management and psychological safety sessions

Beneficiaries: **Economically Displaced Women of Barangay Baliwasan**
Date: **July 17, 2021** Time: **8:00 am to 5:00 pm** Venue: **ZPPSU Gymnasium**

Directions: Circle the number which corresponds to your rating: 1 – Needs Improvement (NI), 2 – Good (G), 3 – Satisfactory (S), 4 – Very Satisfactory (VS), 5 – Excellent (E).

	NI	G	S	VS	E
EFFECTIVENESS					
1. The objective of the seminar-workshop is clear.	1	2	3	4	(5)
2. The objective of the seminar-workshop was met.	1	2	3	4	(5)
3. The seminar-workshop addressed the need/s of the participants.	1	2	3	4	(5)
RESOURCE SPEAKER: Prof. Anna Maria Gomez					
1. Mastery of the subject matter	1	2	3	4	(5)
2. Ability to impart	1	2	3	4	(5)
3. Clarity and delivery of subject matter	1	2	3	4	(5)
4. Ability to encourage interaction and participation	1	2	3	4	(5)
ATTENDANCE AND DOCUMENTATION					
1. The program is well attended.	1	2	3	4	(5)
2. There is a proper system for checking attendance.	1	2	3	4	(5)
3. There is proper documentation.	1	2	3	4	(5)
SEMINAR-WORKSHOP MANAGEMENT					
1. The program flow was properly executed.	1	2	3	4	(5)
2. Concerns were addressed appropriately.	1	2	3	4	(5)
3. The training venue is conducive for seminar-workshop.	1	2	3	4	(5)
5. The food is well-served.	1	2	3	4	(5)

AVERAGE: _____

COMMENTS/ SUGGESTIONS:
Thank you so much for this training, We have learn so much. Now we have learn to have extra income even pa. Salamat pong. sana may iba pang training

Name: Annabel Ismael
Signature: [signature]
Date: Aug. 1, 2021

Republic of the Philippines
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2. Concerns were addressed appropriately.	1	2	3	4	(5)
3. The training venue is conducive for seminar-workshop.	1	2	3	4	(5)
5. The food is well-served.	1	2	3	4	(5)

AVERAGE: 70

COMMENTS/ SUGGESTIONS:
Thank you ma'am, sir I have gained additional learning because of this project. It is a huge help for me.

Name: Gilli-Anija D. Sakir
Signature: [signature]
Date: May 1, 2021