



**ZAMBOANGA PENINSULA
POLYTECHNIC STATE
UNIVERSITY**



**SCHOOL OF BUSINESS
ADMINISTRATION**

Area VI: Extension and Community Involvement

**BACHELOR OF
SCIENCE IN**

**HOSPITALITY
MANAGEMENT**

LEVEL 2



IMPLE
MENT
ATION

I.1. The extension projects and activities implemented are based on the results of the benchmark survey.



Republic of the Philippines
Zamboanga City State Polytechnic College
EXTENSION MANAGEMENT OFFICE
Region IX, Zamboanga Peninsula
R.T. Lim Boulevard, Zamboanga City
Tel. No. [991-3815](tel:991-3815)/extensionoffice@zcspc.edu.ph

NEEDS ASSESSMENT SURVEY

PART I – RESPONDENT'S PROFILE

NAME (Optional): MAE

COMPLETE ADDRESS: BALIWASAN, ZAMBOANGA CITY

CONTACT NUMBER/S: _____

INSTRUCTIONS:

Please put a check mark (/) on the space provided for and necessary data where it is applicable.

A. Age:

☐ below 20 years old	☐ 41 – 50 years old
☒ 20 – 30 years old	☐ 51 and above
☐ 31 – 40 years old	

B. Sex:

☐ Male	☒ Female
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C. Civil Status:

☒ Single	☐ Widow/Widower
☐ Married	☐ Separated

D. Educational Attainment:

☐ Elementary
☒ Junior High School
☐ Senior High School
☐ College
☐ Others; pls. specify: _____

E. Occupation

☐ Employed	
☐ Government	Specify: _____
☐ Private	Specify: _____
☐ Self-employed	Specify: _____
☒ Not Employed	

F. Family Monthly Income

☒ Below P 10,000
☐ P10,001 – P20,000
☐ P20,001 – P30,000
☐ P30,001 – P40,000
☐ P40,001 – P50,000
☐ P50,001 and above

H. Ethnicity/Tribe:

- ☒ Zamboangueño ☐ Tausug
☐ Visayan ☐ Samal
☐ Tagalog ☐ Yakan
☐ Subanen
☐ Others; pls. specify: _____

I. Religion Affiliation:

- ☒ Roman Catholic ☐ Islam
☐ Non-Catholic Christian (e.g. Evangelical, Pentecostal, and Iglesia ni Cristo)
☐ Others; pls. specify: _____

PART II – EXTENSION SERVICES NEEDED

Direction: Please check your priority training needs and services in the space provided

AUTOMOTIVE ☐ Gas/ Diesel Engine Tune-up ☐ Service Automotive Electrical/ Lighting Systems ☐ Service Automotive Mechanical Systems ☐ Service Automotive Power Train Systems ☐ Service Automotive Underchassis Systems ☐ Small Engine Servicing	DRAFTING/ ARTS TECHNOLOGY ☐ Art Craft and Accessory ☐ Art Painting ☐ Auto-CAD ☐ Packaging and Labelling ☐ Photoshop ☐ Silkscreen Printing
REFRIGERATION AND AIRCONDITIONING ☐ Aircon Cleaning and Servicing (Window/ Split Type Aircon) ☐ Refrigerator Cleaning and Servicing	ELECTRICAL/ ELECTRONICS TECHNOLOGY ☐ Building Wiring ☐ Burglar and Fire Alarm ☐ CCTV Wiring ☐ Cellphone/ TV Repair ☐ Solar Panel Installation
MECHANICAL, WELDING AND FABRICATION ☐ Machining ☐ Sheet Metal Works ☐ Shielded Metal Arc Welding	GARMENTS AND FASHION DESIGN ☐ Dressmaking ☐ Tailoring
FOOD TECHNOLOGY ☒ Baking ☒ Cookies/ Bread and Pastries ☐ Food Processing ☐ Vegetables Pickles	CIVIL TECHNOLOGY ☐ Carpentry Construction Activity ☐ Construction Safety and Health Training-Seminar ☐ Formwork Fabrication Activity ☐ Masonry Construction Activity ☐ Training/Seminar on Basic Masonry
ICT ☐ 2D Animation ☐ Computer Maintenance ☐ Database Management System ☐ Information System Development Project ☐ MS Office Processing ☐ Network Management, Programming and Configuration	BUSINESS-RELATED ☐ Bookkeeping ☒ Entrepreneurship/ Marketing ☒ Financial Literacy
PHYSICAL/ SPORTS/ NUTRITION FITNESS ☐ Basic Ballroom, Jazz, Hip-hop, Contemporary and Ballet Dance ☒ Basic Skills on Basketball, Volleyball, Korfball, Table Tennis, Badminton, Baseball/ Softball, Athletics and Aquatics Activities ☐ Health, Wellness and Safety Campaign/ Nutrition and Safety Orientation	MANAGEMENT-RELATED ☐ Leadership/ Governance Training
LIVELIHOOD/ INDUSTRIAL ARTS ☐ Candle Making ☐ Flower Arrangement ☐ Slippers and Stuff Toys Making ☐ Token Making ☐ Trinket Making	RESEARCH-RELATED ☐ Educational/ Action/ Social Sciences/ Technology Research Training ☐ Training on Data Analysis (Statistics) and SPSS
Other Trainings Needed, please specify: _____ _____ _____	


 Signature of the Respondent

I.2. The extension projects and activities complement the curriculum of the Hotel and Restaurant Management/TM/HM/TrM under review.

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SCHOOL OF BUSINESS ADMINISTRATION
(AACUP Re-Accredited, Level II)

Vision: 2050 as the leading provider of globally competitive human resources.

Mission: Provide effective and efficient services through advanced technological studies and researches for the empowerment of the nation's human resources.

GOAL: Develop and sustain the culture of innovation, collaboration, responsiveness and excellence

Core Values: Love of country, social responsibility, commitment to service & accountability

BACHELOR OF SCIENCE IN HOSPITALITY MANAGEMENT (BSHM)

Effective SY 2020-2021

BOT Resolution No. 017 s.2020

PROSPECTUS

FIRST YEAR

M-3530

FIRST SEMESTER						
COURSE NO	COURSE TITLE	HOURS		UNITS	PRE-REQUISITE	
		LEC	LAB.			
GE 111	Understanding the Self	3	0	3	None	
GE112	Reading in Philippine History	3	0	3	None	
GE113	The Contemporary World	3	0	3	None	
THC 111	Macro Perspective of Tourism and Hospitality	3	0	3	None	
THC 112	Risk Management as Applied to Safety, Security and Sanitation	3	0	3	None	
PATHFT 1	Movement Competency Training	2	0	2	None	
NSTP 1	National Service Training Program-1	3	0	3	None	
	Total	20	0	20		

SECOND SEMESTER						
COURSE NO	COURSE TITLE	HOURS		UNITS	PRE-REQUISITE	
		LEC	LAB.			
THC 121	Quality Service Management in Tourism and Hospitality	3	0	3	THC 112	
THC 122	Philippine Tourism, Geography and Culture	3	0	3	THC 111	
THC 123	Micro Perspectives of Tourism and Hospitality	3	0	3	THC 111	
HPC 121	Kitchen Essentials & Basic Food Preparation	1	6	3	THC 112	
HPC 122	Fundamentals in Lodging Operations	2	3	3	THC 111, THC112	
PATHFIT 2	Exercise Based Fitness Activities	2	0	2	Pathfit 1	
NSTP 2	National Service Training Program 2	3	0	3	NSTP 1	
	Total	17	9	20		

SECOND YEAR

FIRST SEMESTER						
COURSE NO	COURSE TITLE	HOURS		UNITS	PRE-REQUISITE	
		LEC	LAB.			
GE 114	Mathematics in Modern World	3	0	3		
GE ELECT 111	Environmental Science	3	0	3		
HPC 211	Applied Business Tools and Technologies (PMS)	2	3	3	HPC 122	
HPC 212	Supply Chain Management in Hospitality Industry	3	0	3	THC 121, HPC 122	
HPC 213	Foreign Language 1	3	0	3		
HMPE 211	HALAL COOKERY	1	6	3	THC 112, HPC 121	
GE ELECT-1	THE ENTREPRENEURIAL MIND	3	0	3		
PATHFIT 3	Choice of Dance, Sports, Martial Arts, Group Exercise, Outdoor &Adventure Activities	2	0	2	Pathfit 1,2	
	Total	20	9	23		

SECOND SEMESTER						
COURSE NO	COURSE TITLE	HOURS		UNITS	PRE-REQUISITE	
		LEC	LAB.			
GE 115	Purposive Communication	3	0	3		
GE 116	Art Appreciation	3	0	3		
HPC 221	Fundamentals in Food Service Operations	2	3	3	HPC 212	
HPC 222	Introduction to MICE	2	3	3	HPC 211, HPC 212	
HMPE 221	Asian Cuisine	1	6	3	HPC 121	
HPC 223	Foreign Language 2	3	0	3	HPC 213	
THC 221	Fundamental of Accounting	3	0	3		
THC 222	Organization & Management	3	0	3		
PATHFIT 4	Choice of Dance, Sports, Martial Arts, Group Exercise, Outdoor &Adventure Activities	2	0	2	Pathfit 3	
	Total	22	12	28		



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GOAL: Develop and sustain the culture of innovation, collaboration, responsiveness and excellence

Core Values: Love of country, social responsibility, commitment/ dedication to service & accountability

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PROSPECTUS

THIRD YEAR

FIRST SEMESTER						
	COURSE NO	COURSE TITLE	HOURS		UNITS	PRE-REQUISITE
			LEC	LAB.		
	GE 117	Science, Technology and Society	3	0	3	
	BME 311	Operations Management in TH1 Industry	3	0	3	HPC 221
	THC 311	Professional Development & Applied Ethics	3	0	3	
	THC 312	Tourism and Hospitality Marketing	3	0	3	HPC 222, HPC 223
	HMPE 311	Food and Beverage Control	3	0	3	HMPE 221
	THC 313	Business Marketing	3	0	3	
	THC 314	Business Finance	3	0	3	
	THC 315	Applied Economics	3	0	3	
		Total	24	0	24	

SECOND SEMESTER						
	COURSE NO	COURSE TITLE	HOURS		UNITS	PRE-REQUISITE
			LEC	LAB.		
	BME 321	Strategic Management in Tourism and Hospitality	3	0	3	BME 311
	THC 321	Legal Aspects in Tourism and Hospitality	3	0	3	THC 311
	THC 322	Multicultural Diversity in Workplace for the Tourism Professional	3	0	3	THC 311
	THC 323	Entrepreneurship in Tourism and Hospitality	3	0	3	THC 312
	HPC 321	Ergonomics & Facilities Planning for the Hospitality Industry	1	6	3	BME 311
	HMPE 321	Catering Management	3	0	3	HMPE 312
	PRACTICUM I	On-The-Job Training (On-Board-the-Ship)	0	120	12	
		Total	16	126	19.2	

FOURTH YEAR

FIRST SEMESTER						
	COURSE NO	COURSE TITLE	HOURS		UNITS	PRE-REQUISITE
			LEC	LAB.		
	RIZAL	Life and Works of Rizal	3	0	3	
	HPC 411	Research in Hospitality	1	6	3	ALL THC, HPC, BME SUBJECT
	GE ELECT 114	Living in the IT Era	3	0	3	
	GE ELECT 117	Gender and Society	3	0	3	
	GE 118	Ethics	3	0	3	
	HMPE 411	Food Styling and Design	1	6	3	HMPE 321
		Total	14	12	18	

SECOND SEMESTER						
	COURSE NO	COURSE TITLE	HOURS		UNITS	PRE-REQUISITE
			LEC	LAB.		
	PRACTICUM	On-the Job Training (600hrs)	0	600	6	All Major Subjects
		Total	0	600	6	

Program/ Department	Objectives	Specific Project/Activity	Strategy of Implementation	Location/Site	No. of Client ele	Project Implementation/s	Funding Source	Collaborating Agency
Skills Capacitating/ Competency Upgrade for Local and Overseas Employment (SCCULOE)	Acquire the necessary skills, knowledge, understanding, and proficiency from the courses, Demonstrate the competence to perform the skills required of the courses, and Apply skills required to improve one's standard of living and become productive members of the community.	Financial Literacy, basic sales and marketing and pastry production.	Collaborative approach between the School of Business Administration and Barangay Baliwasan Council	Barangay Baliwasan	15-30 partici pants	Dean of Business Administration Director of Extension Services Extension Coordinator	ZCSPC Extensio n Funds	Barangay Local Government of Baliwasan

I.3. A mutual exchange of resources and services between the College/ Academic Unit and the community is evident.

MEMORANDUM OF AGREEMENT

KNOW ALL MEN BY THESE PRESENTS:

This MEMORANDUM OF AGREEMENT made and entered into by and between:

The **ZAMBOANGA CITY STATE POLYTECHNIC COLLEGE** hereinafter, referred to as ZCSPC, a Government Educational Institution created and existing under the Laws of the Republic of the Philippines, with main office at R.T. Lim Boulevard, Zamboanga City, herein represented by its President, **DR. NELSON P. CABRAL**, of legal age, Filipino and a resident of Zamboanga City.
And

BALIWASAN BARANGAY COUNCIL, hereinafter referred to as the beneficiary institution with office address at Baliwasan, Zamboanga City, Philippines, herein represented by Barangay Chairman, **HON. MA. JAMIELY CZARINA N. CABATO** of legal age, Filipino and a resident of Zamboanga City.

WITNESSETH:

WHEREAS, ZCSPC, has conducted a research entitled *Women's Health and Economy: Coping and Responding during Pandemic*;

WHEREAS, ZCSPC, based on the findings have following recommendations: 1) Create community inventory of women with vulnerable economic status such as those who were disenfranchised by their employers, income losses from the industries they are earning from, and what skills they are currently practicing and can learn. This will be used for decision making on how to mitigate their economic situations; and 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 the communities with both formal and informal economic settings. Schools can assist women in terms of training and becoming part of their income generating offices.

WHEREAS, ZCSPC, has the capability to implement the extension program: MUJER or Mobilizing and Upskilling JUANAs for Economic Resiliency as part of the Gender and Development (GAD) mandates through the ZCSPC Extension;

WHEREAS, ZCSPC, shall conduct series of training for the economically displaced women of Barangay Baliwasan, Zamboanga City without monetary consideration;

WHEREAS, ZCSPC, is willing to provide the opportunity to economically displaced women of Barangay Baliwasan to avail its training facilities, materials/handouts and technical expertise in the form of skills training, and other advisory services;

WHEREAS, it is the common goal of ZCSPC to provide quality skills training to trainees in order to prepare them to improve and perform their mandate, utilizing the acquired technical skills and become productive individuals;

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)

BALIWASAN BARANGAY COUNCIL

ACKNOWLEDGMENT

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

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

I.4. Linkages with local, national, foreign, and non-government agencies are institutionalize.

Active Partnerships

1. **Baliwasan Barangay Council - C**
2. Bureau of Jail Management and Penology – Male Dormitory - B
3. Radio Mindanao Network, Zamboanga - B
4. Manicahan Barangay Council - C
5. Canelar Elementary School - C
6. Ramon Enriquez High School - C
7. Bureau of Corrections – San Ramon Prison and Penal Farm - B
8. Zamboanga Basilan Integrated Development Alliance, Inc. (ZABIDA) - C
9. Kinaiyahan Eco-Village Urban Poor Association, Inc. - C
10. Kaayuhan Urban Poor Community K5 Association, Inc. - C
11. Panaghiusa sa mga Kabus sa Zamboanga (PAKAZA), Inc. - C
12. Cacao Barangay Council -C
13. Lanzones Barangay Council -C
14. **San Jose Gusu Barangay Council**
15. Salaan Barangay Council
16. Talon-Talon Barangay Council
17. Patalon Barangay Council
18. Recodo Barangay Council

Extension Programs

1. Mobilizing and Upskilling JUANAs for Economic Resiliency (MUJER)
2. Information and Communication Technology Upskilling Training Program for Canelar Elementary School Teachers
3. Sitio Asinan Extension Program
4. Skills Training Program in Refrigeration and Air Conditioning Technology
5. Skills Training Program in Electronics Technology
6. Skills Training Program in Electrical Technology
7. Skills Training Program in Industrial Technology: Food Technology
8. Skills Training Program in Industrial Technology: Garments and Textile Technology
9. Skills Training Program in Industrial Technology: Architectural Drafting Technology
10. Skills Training Program in Industrial Technology: Civil Technology
11. Skills Training Program for Persons Deprived of Liberty (STP-PDL)
12. Healthy Food Production

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



