



Mindoro State University
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November 14, 2023

MRS. CONSUELO M. UNTALAN
Coordinator for Extension Services, MCC
This Campus

Ma'am:

Greetings from the College of Business and Management

The Mindoro State University—Calapan City Campus, College of Business and Management 3rd year BSTM, will conduct the 4th phase of the Extension Program with the theme: **MANGROVE 3R's ECOLOGICAL SUSTAINABILITY: Road to Regeneration, Recovery, and Recreation of Countless Opportunities** on December 9, 2023 at 8:00 am-5:00 pm. The said activity will also serve as our culminating activity in the course TPC 311- Sustainable Tourism.

The goal of this activity is to accomplish the certain goals and objectives presenting of different livelihood projects of this program. It aims to increase the potential among the communities and the importance of caring for and preserving the environment.

Below is the following schedule of 3rd year BSTM Students:

DATE	TIME	SECTION
December 9, 2023	8:00 AM - 5:00 PM	BSTM 3-C1
		BSTM 3-C2
		BSTM 3-C3

In line with this, we are inviting you to give a warm and inspiring message regarding to our activity. Your approval in this endeavor will be beneficial to the students.

We are hoping for your kind and favorable consideration.

Thank you and God Bless!

Respectfully yours,

sgd
GEE-LYN M. MANALO, CTP, MSTM
Instructor I

Noted:

sgd
FRANIE M. ABABLE, DBM-HM
Dean, College of Business and Management

Approved:

sgd
CONSUELO M. UNTALAN
Coordinator for Extension Services, MCC



December 09, 2023

PROGRAM FLOW

Time	Activity	Person Involved
7:00-8:00 AM (1hour)	Arrival Time / Preparation	All Participants
8:01-8:30 AM (30minutes)	Attendance (IN)	All Participants
8:31-9:40 AM (10minutes)	Preliminaries Prayer National Anthem Calapan Hymn	All participants
9:41-9:50 AM (10minutes)	Opening Remarks	MRS. GEE-LYN M. MANALO Adviser, TMPE Sustainable Tourism
9:51-9:55 AM (5minutes)	Inspirational Message	DR. FRANIE M. AFABLE Dean, College of Business and Management
9:56-10:00 AM (5minutes)	Presentations of Group Products and Materials	MS. CINDY JANE R. RAMOS BSTM III-C1
10:01-11:00 AM (2hours)	MESSAGE	MRS. CONSUELO M. UNTALAN Guest Speaker
11:00-12:00 AM (20minutes)	Attendance (OUT)	All Participants
Lunch Break		
1:00-1:30 PM (30minutes)	Attendance (IN)	All Participants
1:30- 3:30 PM (2hours and 30 minutes)	Demonstration	GROUP LEADERS
		All Participants
3:31-4:00 PM (30minutes)	Awarding of Certificates	Dean, Adviser, Program Head
4:01-4:30 PM (5minutes)	Closing Remarks	
4:31- 5:00 PM (30minutes)	Photo Opportunity Attendance (OUT)	All Participants

MANGROVE 3R'S ECOLOGICAL SUSTAINABILITY: Road to Regeneration, Recovery, and Recreation of Countless Opportunities



CBM – Tourism students participate in the MANGROVE 3R'S ECOLOGICAL SUSTAINABILITY: Road to Regeneration, Recovery, and Recreation of Countless Opportunities.



EXTENSION PROJECT

I. BASI INFORMATION

- A. Project Title: PROJECT TUGDA : Tree Planting of Undergraduate Students with Garbage Proper Disposal Activity in Community (Adopt A Tree Project)
- B. Proponent: BS Criminology Faculty Members
- C. Program Leader: Elanie M. Mendoza
- D. Project Leader: Dr. Salcedo B. Tanguid, Jr.
- E. Project Implementers: William Ramirez
Jovie Rose D. Manongsong
Verna Fe V. Casabar
- F. Resource Speakers: Bernadette De Guzman
Danilo L. Tupaz, Jr.
Richelle V. Tanguid
- G. Participants: Criminology Students and Barangay Officials
- H. Project Location: Barangay Bambanin, Victoria, Oriental Mindoro
- I. Target Date: 2022-2023

RATIONALE:

The influence of academic institutions has a great impact to the community as a whole. The academes can be an instrument to change the status of the community in doing community service related endeavors. The projects of the academes such as extension activities and outreach programs may in simplest way change the outlook, attitudes and even lives of an individual citizen.

Recently, many of our fellow Mindorens had experienced the onslaught of calamity, typhoons and heavy rains which causes major flooding in different areas within the province of Oriental Mindoro. In our efforts to help minimize the untoward incidents brought by environmental phenomena in the future, the BSCRIMINOLOGY students with the faculty members of the said program of Mindoro State University (MINSU) are going to conduct regular and continuous tree planting activities, clean-up drives, information drives and other related activities. This program aims to promote environmental rehabilitation and development.

GOAL: This activity aims to uplift the quality of our living environment through active planting, proper maintenance of trees together with other vegetation and to get the students be involved in a neighborhood clean-up and be a great way to create awareness in their area and can lay the groundwork for future waste-reducing efforts.

OBJECTIVES:

1. To produce concern, responsible and nature-loving members of the community;
2. To raise awareness on the society about the importance of planting and saving trees, express the concern to the environment, and diminish the unfavorable effects of climate change; and,
3. Enable the students and faculty members together with barangay officials to minimize and prevent global warming.

TARGET BENEFICIARIES: 100 residents of Barangay Bambanin, Victoria, Oriental Mindoro.

PROJECT TUGDA: Tree Planting of Undergraduate Students with Garbage Proper Disposal Activity in Community (Adopt A Tree Project) 1



ROLES AND RESPONSIBILITIES:

a. MINDORO STATE UNIVERSITY

- i. MinSU through its coordinator or facilitator shall determine the duration and the sequence of the activity to be undertaken in the program.
- ii. MinSU shall be spared from any liability in case any untoward incident befalls to any of the participants during the implementation of the program.

b. BARANGAY CAPTAIN

- i. Barangay Captain or his/her representative will select an area for the implementation of the project.
- ii. Anyone from the barangay and the barangay officials may participate in project.
- iii. In case of minor participants, the Barangay Captain or his/her representative shall help ensure that the parents or guardian of the minor-participants shall approve of absolving through a waiver both the MinSU and performer of any liability in case any untoward incident occurs in each child going to, staying at the venue, and returning back to his/her residence.
- iv. Barangay Captain or his/her representative shall remind constantly the participants of the proper behavior during the period of program.
- v. Barangay Captain or his/her representative shall maintain constant coordination with handling such activity to ensure further the smooth holding of this kind of extension service.

Prepared by: / /

sgd

ELANIE MANUBAY-MENDOZA

Instructor I

Noted by:

sgd

CONSUELO M. UNTALAN

Coordinator, Extension Services

Attested by:

sgd

MA. ARLYN M. REDUBLO, Ph.D.

Campus Executive Director

sgd

LOURDES V. ICALLA, DVM

Director, Extension Services, Knowledge Management & Technology Transfer

Recommending Approval:

sgd

CHRISTIAN ANTHONY C. AGUTAYA, Ph.D.

VP for Research, Development and Extension

Approved: / /

sgd

LEVY B. ARAGO, JR., Ph.D.

University President

PROJECT TUGDA: Tree Planting of Undergraduate Students with Garbage Proper Disposal Activity in Community (Adopt A Tree Project) 2

•Main Campus, Alcate, Victoria

•Bongabong Campus, Labasan, Bongabong

•Calapan City Campus, Masipit, Calapan City

NARRATIVE REPORT

In order to develop community engagement and environmental awareness, the faculty members of the College of Criminal Justice Education of Mindoro State University – Calapan City Campus together with the barangay officials of Brgy. Bambanin conducted an extension program on Project TUGDA (Tree Planting Activity of Undergraduate Students and Garbage Disposal Activities) on March 5, 2023, at Brgy. Bambanin, Victoria, Oriental Mindoro.

The Community Environment and Natural Resources Office donated 100 trees to be planted by the participants. This activity aimed to produce concern, responsible and nature-loving members of the community, to raise awareness on the society about the importance of planting and saving trees, express the concern to the environment and diminish the unfavorable effects of climate change. Moreover, this also aims to enable the students and faculty members together with the barangay officials to minimize and prevent the effects of global warming.



Dr. Salcedo B. Tanguid Jr., leads the tree-planting activity held at Brgy. Bambanin, Victoria, Oriental Mindoro.

ATTENDANCE SHEET

PROJECT T.U.G.D.A.

March 5, 2023 @ Brgy. Bambanin, Victoria, Oriental Mindoro

Name	Designation	Signature
Yerna Fe U. Casabar	Instructor I	
Mendoza, Glanve M.	Asst Prof III	
Jovie Masongrong	Ins. I	
Richelle V. Tarnaud	Asst. prof II	
William M. Pamperez	INS. II	
timlo C. fupera	INS. II	
SALCEDO B. TANGUD JR.	PROF. COTE	
MELCHOR A. PAOLLO JR.	PRGM. CHAIRMAN	
Shirley Debs Santos	Brgy. Kagawad	
May Vargas	Brgy. Kagawad	
Cecilia Mercado	Brgy. Kagawad	
EDGAR PALABAY	Brgy. Tanod	
MARITES CASTILLO	BRGY. KAGAWAD	
ELVA ESPELITA	BRGY KAGAWAD	
Ariel Guro	BRGY. TANOD	
Armando Perez	BRGY. TANOD	
Rose Ann Melgar	Brgy : Kagawad	
LOURDES LACENA	Brgy. Tanod	
Emma Lopez	Secretary	
PENITO RAMOS	BRGY. TANOD	
Ronald Palabay	BRGY. Kagawad	
Nelie Santos	BHW	
Onofre Pantaraves	BHW	
Elizabeth Dengdang	TREASURER	
Vilma Villanueva	BHW	
Paterno Mapindan	BRGY. Tanod	
JONATHAN CORDERO	BRGY. TANOD	

sgd

MEMORANDUM OF AGREEMENT

KNOW ALL MEN BY THESE PRESENTS

This AGREEMENT made and entered into between:

The **MINDORO STATE UNIVERSITY - COLLEGE OF CRIMINAL JUSTICE EDUCATION**, a government-run state college organized and existing under the law of the Philippines, with office address at Brgy. Masipit, Calapan City, Oriental Mindoro, herein represented by **DR. LEVY B. ARAGO JR.**, MinSU President, herein referred to as **FIRST PARTY**.

-AND-

1st PROVINCIAL MOBILE FORCE COMPANY - ORIENTAL MINDORO POLICE PROVINCIAL OFFICE, San Isidro, Victoria, Oriental Mindoro, represented by **PLTCOL REMEGIO DALILIS YAPES** in his capacity, herein referred to as the **SECOND PARTY**.

-WITNESSETH-

WHEREAS, **MinSU** as mandated by the National Government through the Higher Education is tasked to render extension services to the needy communities within the resources that the College can avail.

WHEREAS, **MinSU** offers extension services that will develop students' commitment to public and community service.

WHEREAS, **MinSU** among the programs rendered ensures active engagement to any initiative for good works through the faculty and students ascendancy.

WHEREAS, **1ST PROVINCIAL MOBILE FORCE COMPANY- ORIENTAL MINDORO POLICE PROVINCIAL OFFICE**, as mandated by Republic Act 6975 as amended by RA 8551 and further amended by RA 9708 shall enforce laws, prevent and control crimes, maintain peace and order, ensure public safety and internal security in partnership with all the stakeholders and with the active support of the community.

WHEREAS, **1st PROVINCIAL MOBILE FORCE COMPANY - ORIENTAL MINDORO POLICE PROVINCIAL OFFICE**, the partner institution of **MinSU** has been constantly executing extension services.

WHEREAS, both **MinSU** and **1st PROVINCIAL MOBILE FORCE COMPANY - ORIENTAL MINDORO POLICE PROVINCIAL OFFICE** fully acknowledge that entering into partnership under "**Project T.U.G.D.A**" (Tree Planting Activity of Undergraduate Students and Garbage Disposal Activities) for coastal clean-up, clean-up drives, tree planting activities and feeding programs and for such kind of undertaking can help significantly on boosting the commitment of the students to its college and community. Hence, both parties agreed to undertake their roles and responsibilities.

I. TARGET BENEFICIARIES/PARTICIPANTS

Constituents of the First District of Oriental Mindoro

II. ROLES AND RESPONSIBILITIES

**MINDORO STATE UNIVERSITY – COLLEGE OF CRIMINAL JUSTICE
EDUCATION**

- i. Provide signed consent/ school waiver from parents as applicable
- ii. Assign/ designate a person in charge of coordinating with the 1st PMFC.
- iii. Supervise the student for the duration of the proposed activities

**1st PROVINCIAL MOBILE FORCE COMPANY - ORIENTAL MINDORO
POLICE PROVINCIAL OFFICE:**

- i. Assist the **FIRST PARTY** in launching Project T.U.G.D.A
- ii. Ensure maximum attendance/ support of its personnel prior and during the conduct of proposed activities.
- iii. Utilized available social media page and print IEC materials in information dissemination and promotion of Project T.U.G.D.A
- iv. Assign the Chief, Police Community Affairs Development (C, PCAD) as the Focal person/coordinator for the implementation of the Project T.U.G.D.A
- v. Utilize its logistical equipment, human resource and facility for the preparation and conduct of the proposed activities.
- vi. Prepare security plan prior to the conduct of the proposed activities

BOTH PARTIES

- i. Identification of strategic activity areas for the conduct of the proposed activities
- ii. Arranging, planning and identification of logistical, financial, and human resource needs
- iii. Provide funds and resources for the successful execution of the activity.
- iv. Guarantee the consistency and upkeep of the program's implementation at every chosen program application site.
- v. Conduct of social investigation to identify possible recipients
- vi. Ensure the successful implementation of the program.

EFFECTIVITY

This memorandum of agreement shall take effect upon signing by the parties and shall remain in full force and effect unless sooner terminated by either party through a written notice at least three days before the scheduled date.

AMENDMENT

The parties hereto may, upon mutual consent, amend or modify this agreement by or through an addendum or amendment in writing duly signed by their authorized document.

IN WITNESS WHEREOF, we hereby affix our signatures hereunder this ____ day of ____ 2022.

sgd
DR. LEVY B. ARAGÓ JR.
MinSU President
Brgy. Masipit, Calapan City, Oriental Mindoro

sgd
PLTCOL REMIGIO DALILIS YAPES
Force Commander, 1st PMFC
Brgy. San Isidro, Victoria, Oriental Mindoro

WITNESSES:

sgd
CONSUELO M. UNTALAN

sgd
PLT GERMIE T. ORTEGA

ACKNOWLEDGEMENT

Republic of the Philippines
(Calapan City) S.S.

BEFORE ME, a Notary Public for the City of Calapan, this 16 NOV 2022 day of _____, personally appeared the following:

Name	Res. Cert. No./Passport No.
sgd LEVY B. ARAGÓ JR.	07099512
sgd PLTCOL REMIGIO DALILIS YAPES	22F1400079

Date/Place of Time
November 24, 1958 / Victoria
June 14, 2022 / Camp Crame

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sgd
ATT. NOTARIO JOEL L. DALBUDA
Roll of Attorneys No. 61087
IBP Lifetime No. 010769
PTR No. 077584 - Calapan City
MCLE Compliance No. VII - 0005057
Notarial Commission until December 31, 2022