



**CARAGA
STATE UNIVERSITY
PHILIPPINES**

EXTENSION SERVICES OFFICE

ANNUAL NARRATIVE REPORT

TABLE OF CONTENTS

OBJECTIVES

UNIT PROFILE

PHYSICAL PERFORMANCE REPORT

A. Physical Targets and Actual Accomplishments.....

B. Catch-Up Plans for Physical Targets.....

FINANCIAL PERFORMANCE REPORT

A. FY 2024 Obligations and Disbursements BUR for RAF

B. Catch-up Plan for Financial Targets.....

STATUS OF EXTENSION PROJECTS IMPLEMENTATION

A. Extension Projects (GAA - Locally Funded Projects).....

B. Extension Projects (Externally Funded Projects).....

INITIATIVES AND ACHIEVEMENTS (HIGHLIGHTS OF ACCOMPLISHMENTS)

CHALLENGES AND OPPORTUNITIES

SUMMARY OF FINDINGS AND RECOMMENDATIONS

FUTURE GOALS AND INITIATIVES.....

3

3

4

4

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9

9

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11

11

13

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52

52

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OBJECTIVES

This Unit Performance Review (UPR) Report of the Caraga State University contains an overall assessment of the Physical and Financial accomplishments at a unit level. The UPR Report shall also discuss its significant activities, initiatives, achievements, and other highlights from this past academic year. This report is also aimed to convey major changes and impactful projects undertaken and catch-up plans formulated by the unit to render its mandates and functions.

Specifically, this UPR Report seeks to:

1. Present physical and financial accomplishments for the fiscal year.
2. Discuss and explain deviations/unmet targets; and
3. Discuss corrective measures implemented by the University and recommendations for improvements.

UNIT PROFILE

The Extension Services Office endeavors to:

1. Reduce poverty and generate employment through the efforts in packaging, disseminating, and utilizing technologies for rural development.
2. Serve individuals and communities through extension service programs in Sustainable Upland/Lowland Resource Development, Responsible Mining, Human Capital Building by way of improving functional literacy through technical-vocational courses, engineering, education, and other fields for practical applications; and
3. Attain excellence in community service by:
 - Improving indigenous and rural technology.
 - Supporting provincial and regional development directions through linkages with NGO's LGUs and other sectors.
 - Cultivating values and culture toward attaining improved quality of life
 - Playing a major role in the making of important and relevant policies
 - Training the lower-and-middle level human resources in agriculture; wood- and mineral-based industries and other related endeavors.
 - Conducting outreach programs on literacy and occupational skills for various sectors in the service area.

Organizational Structure

1. University President
2. Vice President for Research, Innovation and Extension
3. Extension Services Office Director
4. College Extension Coordinator
5. Extension Services Office Staff



PHYSICAL PERFORMANCE REPORT

A. PHYSICAL TARGETS AND ACTUAL ACCOMPLISHMENTS

Program/ Performance Indicators	FY 2024 Physical Targets/ Accomplishments									
	Targets					Actual				
	Q1	Q2	Q3	Q4	Total	Q1	Q2	Q3	Q4	Total
Technical Advisory Extension Services										
<i>Outcome Indicators</i>										
1 - Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities					9	3	10	6	3	22
										Click here
<i>Output Indicators</i>										
1 - Number of trainees weighted by the length of training					1500	204	1,041	16,982	652	18,877.25
										Click here
2 - Number of extension programs organized and supported consistent with the SUC's mandated and priority programs					10					14
										Click here
3 - Percentage of beneficiaries who rate the training course/s and advisory services as					70%	58.21% 117/201	85.92% 598/696	94.27% 1940/2058	46.88% 232/453	84.71% 2850/3371
										Click here



Program/ Performance Indicators	FY 2024 Physical Targets/ Accomplishments										
	Targets					Actual					
	Q1	Q2	Q3	Q4	Total	Q1	Q2	Q3	Q4	Total	
Technical Advisory Extension Services											
satisfactory or higher in terms of quality and relevance											
SCORECARD											
No. of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities.					9	3	10	6	3	22	Click here
No. of skill development and training programs initiated for regional businesses, especially FAME MSMEs, to enhance their capabilities and competitiveness.					4					-	c/o CRAFT (CCIS) and FIC (CAA)
No. of extension programs organized and supported consistent with the SUC's mandated and priority programs					10					14	Click here
No. of extension projects and training program with impact assessment 3 years after its implementation.					7 1 per college					4	Click here



Program/ Performance Indicators	FY 2024 Physical Targets/ Accomplishments										
	Targets					Actual					
	Q1	Q2	Q3	Q4	Total	Q1	Q2	Q3	Q4	Total	
Technical Advisory Extension Services											
Percentage of plantilla faculty and staff involved in extension activities					75%					79.15% 224/283	Click here
No. of community extension/research center with Social Welfare and Development Agency (SWDA) registration					2				3	3	Click here
Utilization rate of allocated funds for research and development b. Internally generated fund (Fund 164 and 161) [GAA, IGI, GIA as per SUC Levelling]					90%					As of December 31, 2024 RAF – 85.11% (477,453.83/ 561,000) IGF -93.96%	
Number of active/existing institutional policy for extension services: With board-approved Extension Program/Agenda (SUC Levelling)					1					1 BACAS	Click here
With existing organizational structure, designated officer, and full-time staff (SUC Levelling)					100%					100%	



Program/ Performance Indicators	FY 2024 Physical Targets/ Accomplishments										
	Targets					Actual					
	Q1	Q2	Q3	Q4	Total	Q1	Q2	Q3	Q4	Total	
Technical Advisory Extension Services											
Percentage of students involved in Extensions Services and Community Engagement (ESCE) for SUC L.					75%					971 students	Click here
Number of extension activities delivered via alternative modalities (i.e. print, online, TV or radio broadcast, see SUC L. reference)					4 1 per college					10	CAA- 7 (Exhibits, Radio Broadcasting, TV NEWS, IEC Materials, Vlogging, Social Media Trivia Questions ,Trainings) CoFES-2 (Webinars via FB live,Gmeet, ZOOM)



Program/ Performance Indicators	FY 2024 Physical Targets/ Accomplishments										
	Targets					Actual					
	Q1	Q2	Q3	Q4	Total	Q1	Q2	Q3	Q4	Total	
Technical Advisory Extension Services											
Number of ordinances, resolutions, policies, and other equivalent issuances passed and approved resulting from technology/innovation extended or introduced by the SUC					1					c/o CMNS	
Number of trained stakeholders on need-based training program (extension programs)					5,000 500/COLLEGE/YEAR	385	725	16471	564	18,145	Click here



FINANCIAL PERFORMANCE REPORT

A. FY 2024 OBLIGATIONS AND DISBURSEMENTS BUR FOR RAF

A.1 Regular Agency Funds (RAF) - Programs

OPERATIONS/ PROGRAMS	APPROVED BUDGET	TARGET	OBLIGATION as of DECEMBER 23 , 2024	% UTILIZATIONS PER TARGET	% UTILIZATIONS PER APPROVED BUDGET	DISBURSEMENT	DISBURSEMENT RATE
PROGRAM							
RAF – MC Extension	561,000.00	504,901	477,453.83	94.56%	85.11%		
GRAND TOTAL	561,000.00	504,901	477,453.83	94.56%	85.11%		



A.2 INTERNALLY GENERATED FUNDS (IGF) as of **December 23, 2024**

PROGRAMS	AMOUNT
Approved Budget	350,000.00
Target (90%)	268,201.00/ 315,000
Obligation	328,844.82
Disbursement	
% Utilizations per Target	122.61%/104%
% Utilizations per Approved Budget	93.96%
% of Disbursement	



STATUS OF EXTENSION PROJECTS IMPLEMENTATION

A. Extension Projects (GAA - Locally Funded Projects)

PROJECT TITLE	DATE STARTED	TARGET DATE COMPLETION	APPROVED BUDGET	ACTUAL ACCOMPLISHMENTS	STATUS
Services for Educational and Ecological Development (SEED) Program	March 2024	December 2028	Not more than PHP 84,700.00 Annual Budget		- On-going - Complete MOVs
MUGNA Caraga: Mentoring and Upskilling Groups towards Navigating their Action-Response	April 13, 2023	March 31, 2025	PHP 345,000.00		- Ongoing - Complete MOVs
Technology Transfer " Sago Processing Technology " – Phase 2	September 1, 2023	June 30, 2024	P12,500.00	- The team wrote a letter to the director of the Extension Services Office for their monitoring activity to be conducted on February 23, 2024, March 22, 2024, April 19, 2024, and May 24, 2024. Attached in the letter is the activity design and list of personnel who will attend the said activity.	- On-going - Lacking MOVs: 1. Scholarly Work and Project Proposal



Peace and Advocacy promotion; Advancement in Education; Social Welfare Support; and Advocacies and Prevention of Health-related issues / PASA Extension Program	October 17, 2022	October 17, 2025		- Activities under this project will be conducted on the 3 rd Quarter.	- On-going - Lacking MOVs: 1. No budget utilization
Facilitating Opportunities for Research, Collaboration, and Education (FORCE)	August 1, 2023	August 1, 2026	PHP 42,060.00	- Activities under this project will be conducted on the 3 rd Quarter.	- No BOR Reso (the MOA did not undergo BOR approval due to the new transition) - No signed budget utilization
Teaching and Humanizing Exemplars of Advancement, Research Application and Math Appreciation (THEoReM A ³)	August 2024	October 2028	Ranging from PHP 93,650.00 to PHP 326,000.00		- On-going - Lacking MOVs: 1. BOR 2. MOU/MOA 3. No budget utilization
Adopt an Agency Extension Program through Training and Technical Support DA-BAFE					- On going - Lacking MOVs: 1. BOR 2. Scholarly works and Proposal 3. No budget utilization
Development of Web system and content management (iWeb)					- On going - Lacking MOVs: 1. BOR 2. Scholarly works and Proposal



					3. No Signed Budget Allocation & Utilization
Empowering Educators and Students: Implementing Robotics and Automation Training in Taligaman National High School				-	- On going 1. Lacking MOVs: 2. BOR 3. No Signed Budget Allocation & Utilization
Techno Gabay Program				-	-Lacking MOVs: 1. No Scholarly Work and Project Proposal Form 2. No Signed Budget Allocation & Utilization
Community Learning for Environmental Awareness and Nurturing (CLEAN) for Brgy. Pagatpatan, Butuan City: An Extension Project in Support to PREPARED Pagatpatan					-Lacking MOVs: 1. No Signed Budget Allocation & Utilization 2. No Notarized MOA/Other similar supporting document

B. Extension Projects (Externally Funded Projects)



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AMPAYON, BUTUAN CITY



PROJECT TITLE	DATE STARTED	TARGET DATE COMPLETION	APPROVED BUDGET	ACTUAL ACCOMPLISHMENTS	STATUS
Caraga Region Coffee Production Build-up through S&T based Interventions	January 2024	May 2024	2,220,000.00	- Approved Scholarly work and Project proposal. - Signing of MOA is still on-going.	On-going



Annual Accomplishment Report

College of Agriculture and Agri-industries (CAA)

Partner LGU /Community/ Industry / SMEs / Private or Public Agencies / NGOs	Extension Program / Activities	Start Date (MMM-DD-YYYY)	End Date (MMM-DD-YYYY)
Department of Science and Technology - Caraga Region	Research and Innovation towards achieving Sustainable Economies for Agusan del Norte (RISE ADN)	2023	2026
Sitio Antipolo Farmers Association of Buenavista, Agusan del Norte, Inc.	Research and Innovation towards achieving Sustainable Economies for Agusan del Norte (RISE ADN)	2023	2026
Department of Science and Technology - PCAARRD	CaraGALING: Caraga's Generator of Advancement, Linkages, and Innovations for Nurturing Growth in Technology Awareness and Adoption	2024	2025
Taligaman National High School, Taligaman, Butuan City, Agusan del Norte	Strengthening Urban Agriculture: A Strategy for Ensuring Food Availability amidst the Threat of CoViD-19 in the Caraga Region	2021	2024
Total Number of Active Partnerships:	4		

Trainings Organized and Conducted by the College of Agriculture and Agri-Industries and affiliated Centers.

Title of Training	Inclusive Dates		Duration in Terms of Number of Hours	Weig ht per Durati on	Numbe r of Trainee s	Number of Trainees x Weight per Duration	Numb er of Train ees Surve yed	Quality and Relevance Rating				
	Start Date	End Date						1	2	3	4	5
	(MM-DD- YYYY)	(MM-DD- YYYY)						P	F	S	VS	E
1 Training on Calamansi Marmalade	Feb 12, 2024	Feb 12, 2024	8	1	59	59.00	27	0	0	7	2	18



2	Training on Small-Scale Producers in Food Processing	Mar 12, 2024	Mar 12, 2024	8	1		0.00						
3	Knowledge Transfer on Endemic Aquatic Species	Mar 15, 2024	Mar 15, 2024	8	1	20	20.00						
4	Knowledge Transfer on Endemic Aquatic Species	Apr 8, 2024	Apr 8, 2024	8	1	25	25.00						
5	Addressing Virus Diseases in Abaca Production: A Status Update and Comprehensive Training on Production and Disease Management	Apr 15, 2024	Apr 15, 2024	8	1	14	14.00	14			1	5	8
6	Addressing Virus Diseases in Abaca Production: A Status Update and Comprehensive Training on Production and Disease Management	Apr 16, 2024	Apr 16, 2024	8	1	26	26.00	26				7	19
7	Addressing Virus Diseases in Abaca Production: A Status Update and Comprehensive Training on	Apr 17, 2024	Apr 17, 2024	8	1	23	23.00	23				1	22



	Production and Disease Management												
8	Addressing Virus Diseases in Abaca Production: A Status Update and Comprehensive Training on Production and Disease Management	Apr 18, 2024	Apr 18, 2024	8	1	20	20.00	20				6	14
9	Addressing Virus Diseases in Abaca Production: A Status Update and Comprehensive Training on Production and Disease Management	Apr 19, 2024	Apr 19, 2024	8	1	23	23.00	23			1	6	15
10	Training on Irrigated Rice Production and Management	Apr 22, 2024	Apr 22, 2024	8	1	20	20.00	16			1	2	12
11	Knowledge Transfer on Value-Added Agricultural Products	Apr 22, 2024	Apr 22, 2024	8	1	18							
12	SciTech Training: Coffee Farming Technologies and Sustainability	May 23, 2024	May 24, 2024	16	1.25	25	31.25	18				2	16



13	TOT on Vegetables and Fruit Processing, Packaging, Labeling, and Food Safety Awareness	May 13, 2024	May 17, 2024	40	2		0.00							
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Figure 1. Food Innovation Center conducted Training of Calamansi Marmalade in San Francisco, Agusan del Sur on February 12, 2024.

Program/ Project Title	Funding Agency	Faculty Involved	Actual Beneficiary	Date Implemented
Financial Literacy Training Program	LCDPI	Rosalina A. Sagocsoc, DM Rennielyn F. Canales, MSc Argen G. Salvador, MSc	Farmers and Fisheries	2021-2024
Caraga Region Coffee Production Build-up through S&T based interventions through RISE-ADN Project	DOST- Caraga	Glenn Arthur A. Garcia, PhD Joanne A. Langres, MSc Raquel M. Balanay, PhD Genesis Jared Cutamora, MSc Zynur Cris Toraja Rex G. Parro, MSc.	Coffee Farmers in Brgy. Simbalan, Buenavista, Agusan del Norte	01-01-2023 to 06-31-2024



		Grace Olar, MSc. Sharyl Mae M. Daverao, MSc Lufer Grace Algo, MSc Crishelo M. Cabillo, PhD Rennielynn Canales, MSc Elizabeth P. Parac, PhD Argen G. Salvador, MSc Leo Jude Villasica, MSc Reuben James Rollon, MSc Febie T. Paglinawan, MSc Ajun Allunam, MSc Bryan Palcon, MSc Ana Lou Piquero, , MSc Ana Marie Rojo Clarisse Torayno		
CaraGALING: Caraga's Generator of Advancement, Linkages, and Innovations for Nurturing Growth in Technology Awareness and Adoption	DOST- PCAARRD	Joanne A. Langres, MSc Raquel M. Balanay, PhD	Technology Generators	July 1, 2024 - January 31, 2025



CAA-Extension Services
Department of Animal Science: CAA-LIFE from Pasture to Prosperity: Ruminant Feeding and Basic Health Management Training
July 26 & 29, 2024



CAA-Extension Services
Addressing Virus Disease in Abaca Production: A Status Update and Comprehensive Training on Production and Management in Municipality of Sibagat, Agusan del Sur.
Tuesday, July 30, 2024



CAA-Extension Services
Department of Plant and Soil Sciences: Agrimmunity "Training on Vegetable Seedling Production and Nursery Management"
Tuesday, July 30, 2024



CAA-Extension Services
Department of Agri-Industries and Economics: "Training on Financial Literacy".
Thursday, July 25, 2024



CAA-Extension Services
Addressing Virus Disease in Abaca Production: A Status Update and Comprehensive Training on Production and Management in Municipality of San Agustin, Surigao del Sur.
Friday, July 05, 2024



CAA-Extension Services
SciTech Training II: Coffee Farm Pest Management at SAFABAI Simbalan, Buenavista, Agusan del Norte
Monday, June 24, 2024



Faculty Extension Engagement

NAME	TITLE OF ACTIVITY	IMPLEMENTING AGENCY	LOCATION	Date
Joanne A. Langres, MSc*	3rd Sibagat Organic Agriculture Congress	LGU-Sibagat	Poblacion, Sibagat Agusan del Sur	January 29, 2024

Note: * - Permanent Faculty



Figure 2. Joanne A. Langres attended as the resource person during the 3rd Sibagat Organic Agriculture Congress on January 29, 2024.

Seedling Distribution Project

No.	Name of Beneficiary	Date of Extension Service	Amount of Seedling Distributed (Trays)	With Approved MOA
1	Maon Integrated School Teaching Community	February 26, 2024	10 Mixed Vegetable Seedlings	None
2	Don Gaudencio Santos Elementary School Teaching Staff	January 22, 2024	10 Mixed Vegetable Seedlings	None
3	Ampayon National High School	March 19, 2024	5 Mixed Vegetable Seedlings	Yes
4	Maon Integrated School	August 30, 2024	12 Mixed Vegetable Seedlings	None
3	Butuan Central Elementary School	September 27, 2024	12 Mixed Vegetable Seedlings	None



CAA-Extension Services

Ampayon National High School received 5 trays of vegetable seedlings in support for Gulayan sa Paaralan 2024.

Tuesday, March 19, 2024



CAA-Extension Services

Maon Integrated School received 12 trays of vegetable seedlings in support for Gulayan sa Paaralan 2024.

Friday, August 30, 2024



CAA-Extension Services

Butuan Central Elementary School received 12 trays of vegetable seedlings in support for Gulayan sa Paaralan 2024.

Friday, September 27, 2024



CAA-Extension Services

Butuan City SPED Center received 10 trays of Vegetable Seedlings in support for Gulayan sa Paaralan Program 2024.

Friday, May 31, 2024



CAA-Extension Services

Caraga State University- College of Agriculture and Agri-Industries distributed 6 trays of vegetable seedlings to Los Angeles National High School.

Tuesday, April 2, 2024



CAA-Extension Services

San Vicente National High School and Barangay Council of Brgy. San Vicente received 13 trays of vegetable seedlings in support for Gulayan sa Paaralan at Barangay 2024.

Thursday, March 21, 2024



CAA-Extension Services

Brgy. Antongalan, Butuan City received 9 trays of vegetable seedlings in support for Gulayan sa Barangay Program 2024.

Tuesday, March 19, 2024



CAA-Extension Services

Brgy. Tiniwisan, Butuan City received 10 trays of vegetable seedlings in support for Gulayan sa Barangay Program 2024.

Tuesday, March 19, 2024



CAA-Extension Services

Addressing Virus Disease in Abaca Production: A Status Update and Comprehensive Training on Production and Management in Municipality of Sibagat, Agusan del Sur.

Tuesday, July 30, 2024



CAA-Extension Services

Training on Irrigated Lowland Rice Production and Management

Wednesday, April 24, 2024



CAA-Extension Services

Ampayon National High School received 5 trays of vegetable seedlings in support for Gulayan sa Paaralan 2024.

Tuesday, March 19, 2024



CAA-Extension Services

Butuan Central Elementary School received 6 trays of vegetable seedlings in support for Gulayan sa Paaralan 2024.

Tuesday, March 19, 2024

Research to Extension Spin-Off Activities

The College conducted a “*Research Output Dissemination and Stakeholder Discussions for the Strategic and Sustainable Management of Abaca Virus Disease in the Caraga Region*” last September 26, 2024 as part of the DA-BIOTECH funded project entitled “Towards Management of Abaca Virus Disease Using Sensitive Tools: Updating Nature of Diseases and Incidence”. Key stakeholders, including the PhilFIDA Director and staff, Municipal Agriculturists, Agricultural Technicians, and representatives from the Department of Agriculture-Bureau of Plant Industry (DA-BPI) attended the event. A productive discussion with speakers Dr. Elizabeth P. Parac (Project Leader) and Engr. Arnaldo Gagula (Project Staff) about the latest research findings and explored actionable strategies for controlling the spread of abaca virus disease. The extension coordinator / project staff, Joanne A. Langres, had led the stakeholders discussion as well as the answering of survey questionnaires as basis to future extension activities related to project research output. The session underscored the importance of collaboration among stakeholders to ensure a sustainable future for abaca farming, which is crucial for many livelihoods in the region.



Technology Promotions through Alternative Extension Modalities

Technology Promoted	Technology Developer	Type of Techno Promotion	Event	Date
Caraga Black Native Chicken	Tomas Austral, Jr., PhD	Broadcast	PTV Caraga News	
Caraga Black Native Chicken	Tomas Austral, Jr., PhD	Exhibition	RSTW	
BioCharTilant Caraga Black Native Chicken	Reuben James Rollon, MSc Tomas Austral, Jr., PhD	Exhibition	1st CRAFTE	
Caraga Black Native Chicken	Tomas Austral, Jr., PhD	Exhibition	Davao Agri Trade Expo (DATE)	September 19-21, 2024

The Caraga Black Native Chicken (CBNC) developed by Dr. Tomas Austral, Jr. was one of the technologies showcased by the The Caraga Consortium for Agriculture, Aquatic, and Natural Resources Research and Development (CCAARRD) during the Davao Agri Trade Expo (2024) last September 19-21, 2024. The event showcased the delicious and unique taste of the CBNC to the exhibit attendees. The event also provided opportunity to possible technology adopters.



Figure . Caraga Black Native Chicken showcased during the Davao Agri Trade Expo (2024) at SMX, Lanang, Davao City last September 19-21, 2024.



College of Computing and Information Sciences (CCIS)

Partner LGU /Community/ Industry / SMEs / Private or Public Agencies / NGOs	Extension Program / Activities	Start Date (MMM-DD-YYYY)	End Date (MMM-DD-YYYY)
Department of Agriculture- Bureau of Agricultural and Fisheries Engineering (BAFE)	Adopt an Agency Extension Program through Training and Technical Support		
North Cabadbaran National Highschool	Development of Web system and content management (iWeb)		
Ampaon National Highschool (ANHS)	Adopt an Agency Extension Program through Training and Technical Support		
Total Number of Active Partnerships:	3		

• **Development of Digital Instructional Material using Canva dated February 8, 2023**

The extension project titled "Development of web system and content management (iWeb)" under the extension program "ICT-based Capacity Building, Assessment, Reinforcement of Education and Software Systems for Caraga Region (iCARES CARAGA)" conducted a workshop for NORCACES teachers. The workshop training focused on developing digital instructional material using the Canva web application.



• **OVPRIE spearheads the conduct of the RDIE Agenda Setting for 2024 on July 17 to 19 at the HERO Learning Commons**

In the 3rd Quarter of 2024, College of Computing and Information Sciences (CCIS) is focused on building partnerships with external agencies, crafting of Extension program proposals and working on their approval. Moreover, to achieve the institutions' targets and to make sure to achieve these targets, the Office of the Vice President for Research and Development, Innovation, Extension (OVPRIE) Office spearheads the conduct of the Research Development, Innovation, and Extension (RDIE) Agenda Setting for 2024 on July 17 to 19 at the HERO Learning Commons. The program convenes partner agencies to discuss and harmonize the research and development agenda for 2025-2030 to envision a sustainable, growth-inclusive, and resilient region. Participating offices and local government units discuss their initiatives and participate in workshops to determine research gaps and future directions.



The agenda-setting provided insights into the future directions for research, extension, innovation, and technology that could be integrated into our collaborative projects with local government and agencies.

Following this, the CCIS chairpersons and CEC conducted an on-site visit at the PCA Caraga Office Butuan City last July 5. The activity aims to assess the challenges faced by their organization. During the discussions, the following key issues were highlighted;

1. **Biometric System** – The organization's biometric device, responsible for tracking employee attendance, is not functional. Leaving the office without a functioning unit to manage employee daily time records.
2. **Payroll System** – The payroll system at PCA Caraga still follows the manual procedure, thus, increasing labor hours, and susceptible to errors.



3. **Network System** - The office reported slow internet speeds, which significantly hindered productivity and communication.



After identifying these challenges, solutions were discussed. The CSU-CCIS team proposed solutions that included technical support for the installation of a new biometric system, automating the payroll process, and improving their network infrastructure to increase efficiency.

On August 12, members of the proposed extension programs/projects/activities titled “Digital Citizen Initiative: Equipping Butuan City’s Sangunian Kabataan for Onilne Safety and Responsibility” and “Enhancing Administrative Efficiency at PCA Caraga: Implementing Software Solutions and Upgrading Network Infrastructure” presented their proposal to the CCIS consultants and evaluation committees via Google Meet.



Presentation of the Extension Program Proposal titled “Digital Citizen Initiative: Equipping Butuan City’s Sangunian Kabataan for Onilne Safety and Responsibility”



Presentation of the Extension Program Proposal titled “Enhancing Administrative Efficiency at PCA Caraga: Implementing Software Solutions and Upgrading Network Infrastructure”

The proposed extension program for PCA focused on customized technological solutions to enhance PCA’s internal efficiency, particularly targeting the improvement of their biometric, payroll, and network systems. On the other hand, the proposed digitization training and workshop were outlined for SK members in Butuan City. The objective was to empower youth leaders with digital skills and knowledge, enhancing their capacity for modern governance and community service.

At present, both the extension project proposal and their scholarly are being prepared to incorporate the evaluators’ comments and suggestions in anticipation of approval.

Further, a follow-up meeting was held between the CCIS Team, CCIS student project assistants, and PCA representatives at the PCA Caraga Main Office, Butuan, last September 6. The meeting was held to build a partnership with the Philippine Coconut Authority Caraga and to further assess and evaluate their existing devices and infrastructure to better understand the resources required for the proposed upgrades. The meeting also became the venue for further data gathering.

The third quarter of 2024 saw substantial progress in collaboration with external agencies. By addressing their technological needs and offering tailored solutions, the College of Computing and Information Sciences (CCIS) has positioned itself as a valuable partner in enhancing the agency’s operational efficiency. Additionally, the finalization of the MOA/MOU and the involvement of the student project assistants demonstrate our commitment to fostering regional development and providing valuable learning experiences to students.

CHALLENGES AND OPPORTUNITIES

The College of Computing and Information Sciences (CCIS) Extension Unit is working diligently to implement its carefully crafted proposals, and is actively seeking additional funding to support their successful execution.



Given the challenges currently faced by the college, CCIS can form partnerships with government agencies, private organizations, or external funding bodies. These collaborations could provide the necessary financial support to implement the proposals and further expand the unit's reach and impact. Additionally, the need for funding could inspire innovative fundraising initiatives, grant applications, or crowd-sourcing efforts that enhance community engagement and showcase the value of the proposed projects.

October to December Activities and Initiatives:

- **Crafting and Submission of Proposals/Activity Designs**

To achieve the targets assigned to the College of Computing and Information Sciences (CCIS), the College Extension Coordinator has crafted and submitted activity designs for 2026 to be included in the 2026 budget allotment provided by the university. The college also submitted its budget proposals for 2025 and 2026 to the University Extension Services Office (ESO). Moreover, activity designs of the submitted proposals were also submitted not long after the submission of the proposal forms and scholarly forms of the following:

- Adopt and Extension Program- DENR-NGP (Phase 2)
- Enhancing Administrative Efficiency at PCA Caraga: Implementing Software Solutions and Upgrading Network Infrastructure

As per the update, the Adopt and Extension Program- DENR-NGP (Phase 2) has been approved by the university president however, the program needs another submission for its scholarly research due to the changes in the system as requested by the DENR-NGP personnel.

CHECKLIST

NO.	DESCRIPTION	STATUS
1.	FORMS	MS
2.	PROVISIONAL FORM	MS
3.	EVALUATION OF PROJECT PROPOSAL	MS
4.	WORK AND FINANCIAL PLAN	MS
5.	LIST OF INVOLVED PERSONNEL	MS

CCIS CARAGA STATE UNIVERSITY
Campus Extension Services Office
YOUR BEST OPTION FOR SUCCESS

September 18, 2024

DR. ROLYN C. BASUL
University President
Caraga State University-Main Campus

Sir,

Attached is the Scholarly Work of the Extension Project titled "Adopt an Agency Extension Program - DENR-NGP Information System (Phase 2)". Phase 1 of this program, the "Adopt an Agency Extension Program - DENR-NGP Information System," was initiated and implemented from 2022 to 2023.

The goal of Phase 2 is to continue the implementation by addressing additional requests from DENR-NGP Caraga, conducting user training for DENR-NGP Caraga personnel, and formalizing the reconstruction of the program's proponents through Special Order.

In this regard, we respectfully seek your approval of the scholarly works associated with this extension program.

I appreciate your consideration. We look forward to your positive response.

Respectfully yours,
VICENTE A. INTODONBIT
Dean/CCIS

Supporting Approval:
MIGUEL A. BLOSA, D.Eng.
Vice President for RPPC

Approved by:
ROLYN C. BASUL, Ph.D.
President, CSU

DEC 8 2 2024

CARAGA STATE UNIVERSITY
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- **Training on From Static to Dynamic: Transforming Presentations with Animation for Teachers; Transforming Teaching with OpenAI: Tools and Techniques for Educators and Graphic Designing Using Canva for Teachers**



As part of the College of Computing and Information Sciences (CCIS)'s core functions, alongside teaching and research, the college must provide technical support to the community. In response to the request made by the Ampayon National High School, CCIS conducted a **2-day workshop on OpenAI tools, Canva, and PowerPoint Presentation** last November 27 - 28, 2024, held at the Ampayon National High School Computer Laboratory. The training/workshop was attended by 113 Ampayon National High School teachers and CCIS faculty resource persons, faculty facilitators, and student facilitators.



Day 1: From Static to Dynamic: Transforming Presentations with Animation for Teachers; Transforming Teaching with OpenAI: Tools and Techniques for Educators

For the first part of the activity, Mr. Edsel Matt O. Morales, Resource Speaker 1, focused the discussion on enhancing the participant's understanding of the basic animation concepts, including timing, spacing, and keyframes. Attendees explored various animation techniques and their applications in educational settings, gaining practical skills in using PPTs' built-in animation tools to create engaging visual presentations.



Photo captured during the discussion on Transforming Presentations with Animation for Teachers presented by the first resource person (Mr. Edsel Matt O. Morales)

Following the first workshop, a presentation and discussion titled "Transforming Teaching with OpenAI: Tools and Techniques for Educators" was conducted by Mr. Elbert Moyon, a faculty member of CCIS, serving as the second resource person.



Mr. Elbert Moyon, CCIS Faculty (Day 1 first Resource Person)

Mr. Moyon's discussions aimed to introduce new AI tools and enhance their knowledge of using OpenAI tools such as ChatGPT, Copilot, and Gemini. Participants explored innovative ways to utilize AI technologies in education through interactive sessions.



Photo captured during the discussion on "Transforming Teaching with OpenAI: Tools and Techniques for Educators" presented by the second resource person (Mr. Elbert Moyon)

Day 2: Graphic Designing Using Canva for Teachers



Mr. Jayson Dollete, CCIS Faculty (3rd resource person), during his discussion on Graphic design using Canva for Teachers

Mr. Jayson Dollete, a faculty member of CCIS and the third resource person, led an engaging session to equip Ampayon NHS teachers with the skills to create visually appealing

teaching materials using Canva's templates and tools. To lay a solid foundation, he began by discussing key principles of effective design and layout, covering topics such as crafting impactful presentations, designing banners, and editing images. This insightful discussion provided participants with the essential knowledge to enhance the visual quality of their educational materials.

The fourth quarter of 2024 saw substantial progress in collaboration with external agencies. Addressing their technological needs and offering tailored solutions, the College of Computing and Information Sciences (CCIS) has positioned itself as a valuable partner in enhancing the agency's operational efficiency. Additionally, the finalization of the MOA/MOU and the involvement of the student project assistants demonstrate our commitment to fostering regional development and providing valuable learning experiences to students.

CHALLENGES AND OPPORTUNITIES

The College of Computing and Information Sciences (CCIS) Extension Unit is working diligently to implement its carefully crafted proposals and is actively seeking additional funding to support their successful execution.

Given the challenges the college faces, CCIS can form partnerships with government agencies, private organizations, or external funding bodies. These collaborations could provide the necessary financial support to implement the proposals and further expand the unit's reach and impact. Additionally, the need for funding could inspire innovative fundraising initiatives, grant applications, or crowd-sourcing efforts that enhance community engagement and showcase the value of the proposed projects.



College of Education (CEd)

Partner LGU /Community/ Industry / SMEs / Private or Public Agencies / NGOs	Extension Program / Activities	Start Date (MMM-DD-YYYY)	End Date (MMM-DD-YYYY)
DepEd Caraga	MUGNA Caraga: Mentoring and Upskilling Groups towards Navigating their Action- Response	6	Apr-13-2024
Total Number of Active Partnerships:	1		

Title of Training	Inclusive Dates		Duration in Terms of Number of Hours	Weig ht per Durat ion	Numbe r of Trainee s	Number of Trainees x Weight per Duration	Num ber of Train ees Surve yed	Quality and Relevance Rating				
	Start Date (MM-DD- YYYY)	End Date (MM-DD- YYYY)						1	2	3	4	5
								P	F	S	V S	E
Impact Assessment of the Project OBIMS	4/11/20 24	4/12/2 024	16	1.25	36	45.00	31					31
Online Workshop in Mentoring Home, Pre-service, and In-Service Teachers Reading Strategies and Launching of Extension Project, READING	5/4/202 4 5/11/20 24	5/18/2 024	24	1.5	116	174.00	116				11	105
UPSKILLS MATH TEACHERS: Training on Workshop on Action Research Development in Mathematics for Basic Education	April 13, 20, 2024	4/27/2 024	24	1.5	26	39.00	26				3	23
Training-Workshop on Action Research Development in Science for Basic Education	5/25/20 24 6/01/24	6/8/20 24	24	1.5	25	37.50	25				1	24



Upskill to Upgrade PEDAGOGIES: Training_Workshop on Multimodality in Education	7/13/20 24 7/20/20 24	7/27/2 024	24	1.5	820	1230.00	820	8	1	66	745
Project READINGG: Online-Workshop on Instructional Material Development for Struggling Readers: Focus on Design and Development	06/22/2 024 6/29/20 24	06/30/ 2024	24	1.5	216	324.00	216	4	1	16	195
Project READINGG: : Reading Enhancement and Development Initiatives in the New Normal for Grade-schoolers	May 4, 11, 2024	5/18/2 024	24	1.5	116	174.00					
MUGNA Participatory Action Research	Aug. 17, 24, 2024	8/31/2 024	24	1.5	88	132.00	88				

The college implemented the following activities:

1. Upskill Math Teachers: Training-Workshop on Action Research Development in Mathematics for Basic Education & Technology Application in Mathematics Education

Caraga State University Graduate School conducted an extension activity on Action Research development in Mathematics for Basic Education which was participated by the teachers from Department of Education and students from CSU Graduate Studies. This training-workshop is a 3-day activity dated on April 13, 20, and 27, 2023 at H.E.R.O Learning Commons Auditorium of Caraga State University, Ampayon, Butuan City. This was also accredited with 7 CPD units by the Philippine Regulation Commission. This extension activity allows teachers from Department of Education as well as from Higher Education to look critically at what goes on in their classroom and help improve instruction through Action Research. Action Research can help teachers focus on specific issues and address them with a plan. However, with their lack of knowledge and skills on how to conduct an Action Research, the teachers had the problem in conducting it.

Thus, this training-workshop aimed to equip educators with the necessary skills and knowledge to conduct action research effectively in the field of mathematics education.

2. PROJECT READING: Reading Enhancement and Development Initiatives in the New Normal for Grade-schoolers dated May 4, 11 and 18 2024 Reading webinar aimed at developing phonemic awareness, word and phrase recognition, and comprehension among struggling readers. The primary goal was to prevent literacy

difficulties at an early age by developing and sharing reading materials suitable for home teaching. The initiative highlighted the importance of early intervention in reading and underscored the magical journey books can provide, opening doors to new knowledge and adventures.

3. **2024 UPSKILL TO UPGRADE PEDAGOGIES: Training-Workshop on Multimodality** in Education which was held via Zoom on 13 and 20 JULY 2024. Through CSU CEd's commitment to extension services community engagement (ESCE), the College embarked on initiatives aimed at enhancing the capabilities of basic education teachers for the implementation of the MATATAG curriculum.
4. **Training-Workshop on the Development of the Participatory Action Research Development for Basic Education** on August 17, 24, and 31, 2024 at the Auditorium, H.E.R.O. Learning Commons, CSU Main Campus. It was organized by the College of Education (CEd) - Secondary Education Department (BSED) and Facilitated by graduate students of Caraga State University-Main Campus composing of EdD and other graduate programs. This event was created to enhance the research capabilities of secondary school teachers from various disciplines within the Department of Education (DepEd) in the Caraga Region and from outside the region. The primary goal was to refresh and upskill teachers in research practices, especially in developing and implementing Participatory Action Research (PAR) proposals. This approach aimed to address localized and contextualized issues within the school by fostering collaboration with community stakeholders.

Photo documentation





College of Engineering and Geosciences (CEGS)

LINKAGES AND PARTNERSHIP (LOCAL/ REGIONAL/ NATIONAL/INTERNATIONAL)

- Three-year Memorandum of Agreement (MOA) from 2022 to 2025 with the Department of Science and Technology- Caraga Region and Kaba-ang Livelihood Association.

Title of Training	Inclusive Dates		Duration in Terms of Number of Hours	Weight per Duration	Number of Trainees	Number of Trainees x Weight per Duration	Number of Trainees Surveyed	Quality and Relevance Rating				
	Start Date (MM-DD-YYYY)	End Date (MM-DD-YYYY)						1	2	3	4	5
								P	F	S	V S	E
Geographic Information System (GIS) Training for the Caraga RPPF Technical Working Group (TWG)	4/2/2024	4/5/2024	32	1.5	18	27.00	17			1	2	14
Empowering Educators and Students: Implementing Robotics and Automation Training in Taligaman National High School	4/1/2024	4/5/2024	40	2	91	182.00	91					
Technical Assistance Training-Workshop on Quantum Geographic Information System (QGIS) for LGU Counterparts and assessment of public land titling project implementers	12/3/2024	12/6/2024	36	1.5	41	61.50	17				4	13
Unlocking Property Rights: Empowering Local Communities through Land Titling Seminars	12/9/2024	12/10/2024	16	1	23	23.00	15					

1. **Training-Workshop on Geographic Information System (GIS) for the Caraga RPPF Technical Working Group (TWG) Proposal (April 2-5, 2024)**

The Geographic Information System (GIS) Training for the Caraga RPPF Technical Working Group (TWG) took place from April 2 to April 5, 2024. This intensive 4-day program was designed to enhance the GIS skills and knowledge of participants, covering topics such as Fundamentals of GIS, GIS data collection and management, spatial analysis, network analysis, and more. The training was conducted by experienced professionals from the Caraga Center for Geo-Informatics, Caraga State University, who have a proven track record in delivering similar training programs and practical experience in using QGIS software for developmental planning.



Photos of the faculties/resource speakers after the training

2. **Extension Project: Technology Transfer “Sago Processing Technology” -Phase 2**

The "Technology Transfer 'Sago Processing Technology' - Phase 2" project is spearheaded by Engr. May Rose B. Osoteo, Engr. Neil Caesar M. Tado, Engr. Aljon E. Bocobo, and Engr. Armdin A. Valmoria. This phase of the project aims to enhance and disseminate the innovative sago processing techniques developed in the initial phase, focusing on the practical application and widespread adoption of the technology to improve sago production efficiency and product quality.



The Project team and Kaba-ang Livelihood Association members at Brgy. Baan km 3, Butuan City, during the monitoring activity on April 19, 2024.

3. **Basic Electronics, Electrical, Automation, and Process Control in Maritime Context Workshop (June 13-15, 2024)**



Engr. Ronieto N. Mendoza and Engr. Edgardo Ricardo B. Sajonia Jr., faculty members from the Department of Electronics Engineering, were invited as resource speakers for the SJIT Maritime Education and Training (SMET) 3-Day Workshop on Electronics, Electrical, Automation, and Process Control Systems in a Maritime Context. The workshop aimed to expand the knowledge of aspiring marine engineering students in these technical fields, particularly as they apply to ships, and to equip them with the necessary skills to operate advanced maritime technologies and devices. The training also benefited the electrical engineering faculty, who gained an enhanced understanding of electronics, electrical systems, automation, and process control, with a focus on maritime applications. Participants learned how to operate and troubleshoot maritime technologies and devices, enriching their theoretical knowledge with practical skills. Hands-on sessions provided participants with the opportunity to work with various electronic and electrical components used in ships, allowing them to engage in real-world scenarios. Simulations of process control systems, including PID-controlled applications, further developed their problem-solving abilities. The insights gained from this workshop will be incorporated into future Teekay maritime engineering training programs, ensuring continuous improvement and relevance in the industry.



Photos during the workshop.

4. Seminar on the Science behind Food Packaging and Labelling and Project Launching (June 19, 2024)

The Provincial Science and Technology Office of the Province of Dinagat Islands (PSTO PDI) recently hosted the **"Seminar on the Science behind Food Packaging and Labelling and Project Launching"** on June 19, 2024, in San Jose, Dinagat Islands. Engr. Edgardo Ricardo B. Sajonia Jr. and Engr. Alfred Dennis B. Balamad, faculty members from the Department of Electronics Engineering, were invited as resource persons for the event, with Mr. Junfred L. Baldos from the Fablab staff joining them to provide technological support aimed at enhancing both new and existing food product labels.

The seminar was part of the broader DOST-Community Empowerment through Science and Technology (CEST) Program and focused on food security initiatives in the province. The "Food Sustainability through Enhanced and Creative Utilization of Research in the Province of Dinagat Islands (Food SECURE PDI)" project was launched in collaboration with CSU's Packaging and Labelling Innovation Center (PLIC). The goal of the project is to improve food security by enhancing the quality of food packaging and labeling, thus boosting the marketability and safety of local food products.

Beneficiaries of this project include key local organizations such as:

- The Sidlak Magsaysay Consumer Cooperative (SMCC)
- New Mabuhay Seaweeds Farmers & Fisherfolks Association (NMSFFA)
- Kalihukan sa Panaad Marketing Cooperative (KPMACO)



Photos during the seminar on the Science behind Food Packaging and Labelling and Project Launching (June 19, 2024).

5. Design and Installation for Solar Photovoltaics conducted by DOST in collaboration with CSU Fabrication Laboratory Caraga (FabLab Caraga) (July 9-10, 2024)

The Department of Science and Technology (DOST), in collaboration with the CSU Fabrication Laboratory Caraga (FabLab Caraga), successfully held a two-day training session on the "Design and Installation for Solar Photovoltaics" last July 9-10, 2024. This event aimed to equip participants with essential knowledge and hands-on experience in harnessing solar energy, contributing to the growing movement toward sustainable and renewable energy solutions. The training was led by Engr. Ronieto N. Mendoza, FabLab Caraga Manager and a faculty member of the Department of Electronics Engineering, served as the resource speaker. Over the course of two days, participants—ranging from professionals to community members interested in renewable energy—engaged enthusiastically in discussions and practical activities.

This training marks a crucial step towards CSU's and FabLab Caraga's commitment to promoting sustainable energy in the region. By empowering local professionals and enthusiasts with skills in solar PV technology, the event supports the broader goal of transitioning to clean, renewable energy sources in Caraga and beyond.



Photos during the two-day training session on the “Design and Installation for Solar Photovoltaics” (July 9-10, 2024).

6. Forum on Business Innovation Program Forum during the MSME Development Week 2024 (July 15, 2024)

On July 15, 2024, during MSME Development Week, faculty members from the Department of Electronics Engineering, Engr. Ronieto N. Mendoza, FabLab Manager, and Engr. Alfred Dennis B. Balamad, PLIC Manager, were invited as resource speakers at the Business Innovation Program Forum in Butuan City. The forum, themed "Innovate to Elevate: Empowering MSMEs for Sustainable Growth," brought together entrepreneurs, industry leaders, and innovators to discuss strategies for driving sustainable growth in the Micro, Small, and Medium Enterprises (MSME) sector.



Forum on Business Innovation Program Forum during the MSME Development Week 2024 (July 15, 2024).

7. Technical Capacity-Building Workshop for Secondary School Science Teachers on Robotics and Microcontrollers” held at the Bislig Highland Function Farm Hotel (September 25-28, 2024). Faculty members from the Electronics Engineering Department—Engr. Ronieto N. Mendoza, Engr. Edgardo Ricardo B. Sajonia, Engr. Alfred Dennis B. Balamad, and Engr. Lovely Mae Dagsa—together with BS Electronics Engineering student facilitators Ms. Claire

Danes Suralta, Ms. Trinity Mae Vanzuela, Mr. Carl Angelo Beniga, Mr. George Cuturan, and Mr. Peter Kent Manliguis, conducted a three-day technical workshop from September 25 to 28, 2024. The event, held at the Bislig Highland Function Farm Hotel, aimed to enhance the competencies of secondary school science teachers in robotics and microcontroller technology.



Photos during the three-day technical workshop on the **“Technical Capacity-Building Workshop for Secondary School Science Teachers on Robotics and Microcontrollers”**

This workshop represents a significant step forward in the partnership established through a Memorandum of Agreement between the Department of Education (DepEd) Schools Division of Bislig City and Caraga State University (CSU). The collaboration focuses on strengthening educators' skills in robotics, automation, and prototyping methodologies, facilitated by CSU's Electronics Engineering Department and its Center for Renewable Energy, Automation, and Fabrication Technologies (CRAFT).

8. Technical Assistance Training-Workshop on Quantum Geographic Information System (QGIS) for LGU Counterparts and assessment of public land titling project implementers (December 3-6, 2024)

The 4-day training workshop on Geographic Information Systems (GIS) for Developmental Planning and Tax Mapping was successfully conducted with the goal of equipping participants with essential knowledge and practical skills in GIS, specifically for its application in tax mapping and spatial analysis. The training program emphasized a hands-on approach, allowing participants to directly apply learned concepts using QGIS software.



Photos of the faculties/resource speakers after the training.

9. Unlocking Property Rights: Empowering Local Communities through Land Titling Seminars



The Department of Geodetic Engineering (DGE) successfully conducted a two-day **Unlocking Property Rights: Empowering Local Communities through Land Titling Seminars** on December 9–10, 2024. The seminar aimed to enhance participants' understanding of land tenure laws, titling processes, and dispute resolution mechanisms, bringing together faculty, surveyors, and land management practitioners. The event featured comprehensive lectures and interactive sessions, starting with discussions on the importance of land titling for communities, led by Engr. Maria Belinda D. Campana, and the legal framework and land tenure laws, presented by Engr. Jun Love E. Gesta. Participants explored topics such as land ownership, property rights, and the step-by-step land titling process, with vibrant Q&A sessions and consultations facilitated by the DGE Faculty (Engr. Meriam M. Santillan, Engr. Mary-Ann Pomoy, Engr. Jun Love E. Gesta, Engr. Maria Belinda D. Campana, and Engr. Eric Dave D. Doria) and guest expert, Engr. Ronald Makinano.



Photos during the Unlocking Property Rights: Empowering Local Communities through Land Titling Seminars

10. **Training on Machine and Electronic Systems Maintenance for EQUI-PARCO Construction Company Personnel**

The Electronics Engineering Department successfully conducted a four-day training program on "Machine and Electronic Systems Maintenance" for EQUI-PARCO Construction Company personnel. The sessions were held on December 1, 8, 15, and 22, 2024, culminating in an in-depth session on Instrumentation and Control Systems. This training initiative forms part of the department's continuous commitment to enhancing the technical competencies of industry professionals. The sessions were designed to equip participants with the knowledge and skills necessary to optimize and maintain critical systems, ensuring they are prepared to tackle the challenges posed by advancements in construction technology.



Photos during the Training on Machine and Electronic Systems Maintenance for EQUI-PARCO Construction Company Personnel



College of Humanities and Social Sciences (CHaSS)

Title of Training	Inclusive Dates		Duration in Terms of Number of Hours	Weight per Duration	Number of Trainees	Number of Trainees x Weight per Duration	Number of Trainees Surveyed	Quality and Relevance Rating				
	Start Date (MM-DD-YYYY)	End Date (MM-DD-YYYY)						1	2	3	4	5
								P	F	S	V S	E
Critiquing the Final Defense of Grade 12 HUMMS Students	1/19/2024	1/19/2024	8	1	41	41.00	22		1	4	11	6
Nurturing Resilience through Psychological First Aid of the Taligaman National High School Faculty Members	1/24/2024	1/24/2024	3	0.5	45	22.50	31					
Writeshop on Developing Teaching Guides for Introduction to Philosophy and Philippine Politics and Governance	1/31/2024	1/31/2024	8	1	15	15.00	13				2	11
Gender Sensitivity Training	3/18/2024	18-Mar-24	3	0.5	52	26.00	52					



Extension Project	PROJECT TIKANG: Transformative Innovations for Knowledge and Assessment to Navigate Growth
Activity Title	CRITIQUING THE FINAL DEFENSE OF GRADE 12 HUMSS STUDENTS
Duration (Start and End date)	January 19, 2024
Funding Agency	
Beneficiaries	TNHS Teachers, Students, and Stakeholders
Cooperating Agency	Taligaman National High School
Project Leader	
Extension Workers	Rostum Salvana, Ronald B. Sarsaba, Rhea Lynn Estrosos, Jeremiah B. Napone, Esther Faith Montilla, Maricel Palasan, Adamjo Mendez, Erlinda S. Apoli
Project Cost	

The program commenced at 8:00 a.m. with Mr. Adamjo Mendez hosting the preliminaries. Opening remarks were delivered by the school's principal, Mr. Reyland R. Alas, who humorously advised thesis presenters to simply say "Yes" with everything the panelists would say. The presenters were students who had undergone the series of training sessions conducted by the college. The audience anticipated a lively and insightful discussion of the research outputs.

The critiquing session of the research outputs began at 9:00 a.m. with a panel consisting of Mr. Rostum Salvana, Ms. Esther Faith Montilla, Ms. Rhea Lyn Estrosos, and Mr. Jeremiah Napone, Ms. Maricel Palasan, and Mr. Ronald Sarsaba. The presenters were divided into twelve groups with six groups presenting in the morning and six in the afternoon.

The afternoon session commenced with an engaging icebreaker activity followed by presentations from the remaining groups. The critiquing sessions provided valuable insights to the presenters, significantly impacting their thesis outputs. The panelists offered constructive suggestions, aiding in the finalization of the theses.

The activity concluded with the distribution of certificates to acknowledge the attendees' participation and the panelists' contributions. Closing remarks were delivered by Mr. Ronald Sarsaba, expressing gratitude to the hosts and participants. A photo opportunity marked the conclusion of the event.

The critiquing and interactive sessions successfully disseminated knowledge on research and theses writing. The team expresses gratitude to Taligaman National High School for their warm hospitality and cooperation. This critiquing of research outputs not only served as a platform for learning but also fostered collaboration between the Caraga State University College of Humanities and Social Sciences and Taligaman National High School family. The participants left with enriched knowledge and skills, contributing to the advancement of research education.

CHALLENGES AND OPPORTUNITIES



[Briefly summarize the challenges encountered by the unit/office and the opportunities that can help the unit formulate some strategies.]

Organizing an event to help the faculty of Taligaman National High School critique the research of their students presents several challenges and opportunities. These are the following:

- Lack of research expertise
- Professional development for Faculty
- Improvement in student research quality

SUMMARY OF FINDINGS AND RECOMMENDATIONS

[Briefly summarize your findings and recommendations based on the results of your actual performance.]

- Organize workshops and seminars led by research experts.
- Improve access to research materials, journals, and databases to support both faculty and student research efforts.

Extension Project	PROJECT TIKANG: Transformative Innovations for Knowledge and Assessment to Navigate Growth
Activity Title	Nurturing Resilience through Psychological First Aid of the Taligaman National High School Faculty Members, Students, and Stakeholders
Duration (Start and End date)	January 24, 2024
Funding Agency	
Beneficiaries	TNHS Teachers and Stakeholders
Cooperating Agency	Taligaman National High School
Project Leader	
Extension Workers	Ronald B. Sarsaba, Leendli Carmel A. Yañez, Loressa Joy Paguta
Project Cost	

The event began with welcoming the speaker, and then Prof. Rustum A. Salvaña, PhD, RGC, gave the lecture. He went into detail about the good things about stress, what Psychological First Aid is, and what its goals are. He also talked about the way individuals usually deal with stress and how to take care of themselves and others in the face of stress. After the lecture, there was a workshop in which attendees were put into groups and asked to describe what they thought would happen in a crisis or how people would respond to it. Professor Salvaña then looked over their answers and gave his insights. The participants were then given a chance to talk about how they dealt with stress and crises in the past, and they were also given a chance to ask questions about the topic.

At the conclusion of the event, certificates were distributed in recognition of the speaker and facilitators' efforts, along with the delegate's participation. The activity ended with a photo opportunity.



Overall, the exercise successfully gave faculty members at Taligaman National High School the knowledge and skills they needed to handle critical incidents involving students and staff, help students who may be having emotional problems in a timely manner, and teach them the importance of working together and communicating with each other in their field. Along with learning more about the overall importance of PFA, the participants also learned how to quickly help and ease the stress of students and school staff after a crisis.

CHALLENGES AND OPPORTUNITIES

[Briefly summarize the challenges encountered by the unit/office and the opportunities that can help the unit formulate some strategies.]

Conducting Psychological First Aid (PFA) training for faculty, students, and stakeholders at Taligaman National High School is a commendable initiative. However, this event encountered issues such as:

- Stigma around Mental Health- Mental health issues often carry a stigma, which can make it difficult for individuals to openly discuss or seek help for mental health concerns.
- Varying Levels of Comfort and Understanding- Some of the participants may have differing levels of comfort and understanding regarding mental health, which can affect their ability to effectively engage with the training.
- The training can significantly increase mental health awareness among the school community, leading to early identification and intervention for mental health issues.
- PFA training provides valuable skills that contribute to the professional and personal development of participants, enhancing their ability to manage stress, support others, and maintain their own mental health.

SUMMARY OF FINDINGS AND RECOMMENDATIONS

[Briefly summarize your findings and recommendations based on the results of your actual performance.]

- Increased awareness and understanding
- Stigma reduction among students and stakeholders
- Promote mental health awareness campaigns
- Implement regular follow-up training and refreshers

Extension Project	PROJECT TIKANG: Transformative Innovations for Knowledge and Assessment to Navigate Growth
Activity Title	Writeshop on Developing Teaching Guides for Introduction to Philosophy and Philippine Politics and Governance
Duration (Start and End date)	January 31, 2024
Funding Agency	
Beneficiaries	TNHS Teachers
Cooperating Agency	Taligaman National High School
Project Leader	Maricel C. Palasan



Extension Workers	Adamjo G. Mendez, Erlinda S. Apoli, Ronald B. Sarsaba
Project Cost	

The activity started at 8:30 a.m., with Mr. Adamjo Mendez hosting the preliminaries. The school Principal, Mr. Reylan R. Alas, warmly welcomed the participants and the facilitators. The sessions began with levelling off the specific areas of concern. Mr. Cedrix Von Alesna guided the participants in determining the specific content of the curriculum. They articulated clear and measurable learning outcomes for the subject and were able to collectively craft the detailed subject outline. The speaker also shared his insights on the techniques and methods of teaching Philosophy. The morning session ended at noon. The afternoon session, led by Ms. Ana Maria Belinda R. Yting focused on Philippine politics and Governance, fostering fruitful discussions among the participants and the facilitators.

The activity concluded with the distribution of certificates to acknowledge the attendees' participation and the speakers' contributions. Closing remarks were delivered by the OIC Extension Coordinator of the College, Mr. Ronald B. Sarsaba, expressing gratitude to the hosts and participants. The event enabled collaborative creation of comprehensive teaching guides for Introduction to Philosophy and Philippine Politics and Governance. Additionally, appropriate educational technologies were explored and integrated to enhance the teaching-learning experience. This Writeshop successfully addressed educators' needs and fostered professional development within the HUMSS faculty of Taligaman National High School.

CHALLENGES AND OPPORTUNITIES

[Briefly summarize the challenges encountered by the unit/office and the opportunities that can help the unit formulate some strategies.]

Conducting a Writeshop on Developing Teaching Guides for Introduction to Philosophy and Philippine Politics and Governance at Taligaman National High School presents several challenges and opportunities. These are the following:

- Faculty members may have varying levels of expertise and familiarity with Philosophy and Philippine Politics and Governance, making it difficult to ensure uniform quality in the developed teaching guides.
- Limited access to current and comprehensive resources, such as textbooks, academic journals, and online databases, can hinder the development of high-quality teaching guides.
- Developing comprehensive teaching guides requires significant time and effort, which can be challenging to balance with existing teaching responsibilities.
- The writeshop serves as a valuable professional development opportunity, allowing faculty members to enhance their skills in curriculum development and instructional design.

SUMMARY OF FINDINGS AND RECOMMENDATIONS

- Enhanced knowledge and skills
- Resource limitations
- Collaborative development
- Time constraints



- Provide support and resources
- More training and resources
- Evaluate and revise Teaching Guides

Extension Project	PROJECT TIKANG: Transformative Innovations for Knowledge and Assessment to Navigate Growth
Activity Title	Gender Sensitivity Training
Duration (Start and End date)	March 18, 2024
Beneficiaries	TNHS Teachers, Students, and Stakeholders
Cooperating Agency	Taligaman National High School
Project Leader	Rhea Lynn Estrosos, RSW
Extension Workers	Ronald B. Sarsaba Desiree F. Gonzales, RSW, MSW Joseph Richele C. Apatan, RSW, Mischelle M. Madamesila, RSW. Donalie G. Gesta, RSW
Project Cost	

The College of Humanities and Social Sciences of the Caraga State University-Main Campus and the faculty members of Social Work Department successfully conducted the Gender Sensitivity Training for teachers, students, and stakeholders held at Taligaman National High School (TNHS). The activity was held on March 18, 2024, starting at 1:15 PM. The timing coincides with the 2024 National Women's Month, aligning with the national theme, "LIPUNANG PATAS SA BAGONG PILIPINAS: Kakayahan ng Kababaihan, Patutunayan!" This theme underscores the imperative of fostering a society where women's capabilities are acknowledged and validated, contributing to the collective progress of the nation.

CHALLENGES AND OPPORTUNITIES

[Briefly summarize the challenges encountered by the unit/office and the opportunities that can help the unit formulate some strategies.]

Implementing gender sensitivity training in TNHS can lead to positive outcomes for students, teachers, and the school community, fostering a more equitable and respectful learning environment. The following are expected outcomes:

- Promoting Gender Equality
- Preventing Bullying and Harassment
- Improving Communication Skills
- Preparing for Diversity in the Workplace

SUMMARY OF FINDINGS AND RECOMMENDATIONS

[Briefly summarize your findings and recommendations based on the results of your actual performance.]

- Inclusive curriculum
- Creation of GAD corner
- Policy development



Extension Project	PROJECT HITSAS-TULAY
Duration (Start and End date)	July 1 and 29, 2024
Funding Agency	
Beneficiaries	Brgy. Officials, Members of Lupong Tagapamayapa
Cooperating Agency	LGU Baan Km.3
Project Leader	Rhea Lynn Estrosos, RSW
Extension Workers	Ronald B. Sarsaba Desiree F. Gonzales, RSW, MSW Joseph Richele C. Apatan, RSW, Mischelle M. Madamesila, RSW. Donalie G. Gesta, RSW Gelyn Yusalan, RSW

The Caraga State University - College of Humanities and Social Sciences, led by Prof. Desiree F. Gonzales, MSW, in collaboration with Mr. Ronald Sarsaba, the College Extension Coordinator, faculty, and intern students from the Department of Social Work, conducted a Gender Sensitivity Training for Barangay officials and Lupong Tagapamayapa members of Barangay Baan Km3, Butuan City. Held on **July 1 and 29, 2024**, the training aimed to deepen participants' understanding of gender concepts for practical use in their daily roles, fostering a more inclusive and respectful community.





CHALLENGES AND OPPORTUNITIES

[Briefly summarize the challenges encountered by the unit/office and the opportunities that can help the unit formulate some strategies.]

- Can form partnerships with government agencies, private organizations, or external funding bodies. These collaborations could provide the necessary financial support to implement the proposals and further expand the unit's reach and impact. Additionally, the need for funding could inspire innovative fundraising initiatives, grant applications, or crowd-sourcing efforts that enhance community engagement and showcase the value of the proposed projects.
- Lack of research expertise
- Professional development for Faculty
- Improvement in student research quality
- Promoting Gender Equality
- Preventing Bullying and Harassment
- Improving Communication Skills
- Preparing for Diversity in the Workplace
- Concepts and ideas on improving the activities for Gender and Development Office

SUMMARY OF FINDINGS AND RECOMMENDATIONS

[Briefly summarize your findings and recommendations based on the results of your actual performance.]

- Inclusive practices in decision-making
- Promoting Gender Equality
- Policy development
- Prevention of bullying and harassment

Extension Project	PROJECT HITSAS-TULAY
Duration (Start and End date)	October 2, 2024
Funding Agency	
Activity	Seminar on Child Abuse
Beneficiaries	Lupon ng Tagapamayapa
Cooperating Agency	LGU Baan Km.3
Project Leader	Rhea Lynn Estrosos, RSW
Extension Workers	Ronald B. Sarsaba Klint Sarean Diores Mischelle Madamesilla Social Work interns
Project Cost	

To combat child abuse, the Department of Social Work conducted a seminar on Child Abuse for the community members of Barangay Baan KM.3, Butuan City. The participants



included purok presidents from the different puroks in the barangay. The goal was to equip these leaders with knowledge about child abuse so they could educate their respective communities and take proactive measures to prevent and address such issues within their households and communities.

Mr. Klint Sarean Diores, RSW, and Ms. Mischelle Madamesilla, RSW, were the keynote speakers at the event. Ms. Madamesilla provided an overview of child abuse cases in the Philippines, highlighting the various forms of abuse children can experience. She emphasized that even young children can be negatively affected by neglect and physical, mental, or sexual abuse within their own families.

Ms. Madamesilla also discussed the relevant laws in the Philippines that protect children from abuse. The participants were engaged and eager to learn.

Mr. Diores followed with a presentation on the different forms of child abuse, including online sexual abuse and exploitation. He discussed RA 11930, a legal basis that protects children from online sexual abuse. Mr. Diores explained the unique scope and purpose of this law compared to other anti-child abuse laws.

The participants watched a short video presentation about the alarming cases of online sexual abuse and exploitation of children (OSAEC) and the severe consequences faced by perpetrators. This helped them understand the prevalence of child abuse in their daily lives and the importance of taking action to prevent it. If left unchecked, child abuse can have devastating consequences.

The event ended with certificates given after the closing remarks of Mx. Ronald Sarsaba, the college extension coordinator.

CHALLENGES AND OPPORTUNITIES

[Briefly summarize the challenges encountered by the unit/office and the opportunities that can help the unit formulate some strategies.]

Organizing a seminar on child abuse in Brgy. Baan Km 3 involves addressing various challenges and leveraging opportunities to create impactful discussions and meaningful change. The following are expected outcomes:

- Cultural and social stigma
- Different views on parenting
- Raising awareness

SUMMARY OF FINDINGS AND RECOMMENDATIONS

[Briefly summarize your findings and recommendations based on the results of your actual performance.]

- Policy advocacy
- Creating a safe space for children
- Policy development
- Monitoring and evaluation

Extension Project	PROJECT HITSAS-TULAY
Duration (Start and End date)	October 16, 2024
Funding Agency	
Activity	Seminar on Values Formation



Beneficiaries	Student leaders
Cooperating Agency	LGU Baan Km.3
Project Leader	Rhea Lynn Estrosos, RSW
Extension Workers	Ronald B. Sarsaba Maricel C. Palasan Social Work interns
Project Cost	

Youth are at a critical stage of development where their values, attitudes, and behaviors are being shaped, which will influence their future societal roles. However, today's youth face various challenges that can lead to unhealthy lifestyles. This doesn't mean their lives will stagnate, but they may become prone to activities beyond our nation's control, potentially leading to juvenile delinquency.

One of the findings of HITSAS-TULAY revealed that juvenile delinquency has become prevalent in Brgy. Baan KM. 3. As a response, this Values Formation seminar was established to prevent and reduce juvenile delinquency cases in the community.

CHALLENGES AND OPPORTUNITIES
<i>[Briefly summarize the challenges encountered by the unit/office and the opportunities that can help the unit formulate some strategies.]</i>
Implementing a seminar on parent-child relationships in Brgy. Baan Km 3 is an initiative that can lead to positive outcomes for parents and children, and the youth council fosters a healthy relationship for the community. The following are expected outcomes: • Diverse backgrounds and experiences • Resistance to authority or traditional values • Peer pressure and social norms • Community distraction • Platform for dialogue • Leadership development • Avenue for SK Council on youth empowering
SUMMARY OF FINDINGS AND RECOMMENDATIONS
<i>[Briefly summarize your findings and recommendations based on the results of your actual performance.]</i>
• Inclusive practices in decision-making • Promoting Gender inclusivity • Policy development • Monitoring and evaluation

Extension Project	PROJECT HITSAS-TULAY
Duration (Start and End date)	October 31, 2024
Funding Agency	



Activity	Nurturing Responsible Youth Through Parent-Child Relationship
Beneficiaries	Parents and their Children
Cooperating Agency	LGU Baan Km.3
Project Leader	Rhea Lynn Estrosos, RSW
Extension Workers	Ronald B. Sarsaba Social Work interns
Project Cost	

Juvenile delinquency poses a significant challenge in many communities with negative consequences for both the individual involved and society at large. Addressing this issue requires a multifaceted approach that recognizes the crucial role of family dynamics and relationships in shaping the behavior of young people.

As a response, this Parent and Child Encounter Seminar is a proactive intervention to foster positive family relationships and a nurturing environment conducive to a healthy environment and mitigate the risk factors associated with juvenile delinquency. It also cultivates resilient, responsible youth who contribute positively to their communities.

The Seminar held at the Administration Building, Caraga State University, Ampayon, Butuan City, was attended by 75 participants, including a parent or guardian and a child from Brgy. Baan Km 3, Butuan City. These participants were identified as suitable for a seminar, with parents and children exploring their family dynamics and understanding how they influence their behaviors and relationships. They learned about various parenting styles that can guide them in making effective decisions, building healthy relationships, and applying these insights to promote positive change in everyday situations.

Extension Project	PROJECT HITSAS-TULAY
Duration (Start and End date)	December 2, 2024
Funding Agency	
Activity	MOA Signing
Beneficiaries	LGU Baan Officials
Cooperating Agency	LGU Baan Km.3
Project Leader	Rhea Lynn Estrosos, RSW
Extension Workers	Ronald B. Sarsaba Loressa Joy D. Paguta Connie Fern C. Miranda Diana Q. Cillo Kristyflor A. Fajarito Donalie Gesta Mischelle Madamesila James Potente Joseph Richele Apatan Gelyn F. Yusalan Adamjo G. Mendez

	Erlinda S. Apoli Extension Social Work interns
Project Cost	

The College of Humanities and Social Sciences, through the HITSAS-TULAY project, successfully conducted a ceremonial MOA signing at the New Covered Court, Brgy. Baan Km 3, Butuan City. It was attended by 65 participants representing various stakeholders and leaders. These included Dr. Roly C. Daguil, the University President, and Dr. Ruth E. Sanchez, dean of the College of Humanities Social Sciences. Faculty members from the Departments of Social Work, Psychology, Sociology, and Communication and Humanities also attended. Moreover, barangay officials led by Hon. Gemma P. Tabada, sectoral leaders, barangay tanods, religious representatives, social work interns, SK Chair and members, and school youth leaders actively participated. Their presence reflected the collaborative spirit behind the project.

The MOA signing was an activity and a clear step toward progress and community engagement. It signified the partnership between Caraga State University (CSU) and Barangay Baan Km 3, intending to use the university's expertise to address the barangay's needs and challenges. The collaboration aims to create meaningful programs that promote sustainable development and foster stronger relationships between academic institutions and communities.



CHALLENGES AND OPPORTUNITIES

[Briefly summarize the challenges encountered by the unit/office and the opportunities that can help the unit formulate some strategies.]

Ceremonial MOA signing Brgy. Baan Km 3 involves addressing challenges and leveraging opportunities. The following are expected outcomes:

- Legal hurdles (MOA formulation often requires legal vetting and approvals)
- Communication barriers
- Availability of time
- Strengthen network
- Capacity building



SUMMARY OF FINDINGS AND RECOMMENDATIONS

[Briefly summarize your findings and recommendations based on the results of your actual performance.]

- Innovation and knowledge sharing
- Monitoring and evaluation



College of Mathematics and Natural Sciences (CMNS)

Partner LGU /Community/ Industry / SMEs / Private or Public Agencies / NGOs	Extension Program / Activities	Start Date (MMM-DD-YYYY)	End Date (MMM-DD-YYYY)
LGU-Sibagat, Agusan del Sur	Extension Program PASA	2018	2025
Taligaman National High School	Extension Program TIKANG	2024	2025
Brgy. La Paz, Santiago, Agusan del Norte	Extension HITSAS	2019	2025
LGU-Sibagat, Agusan del Sur	Extension Program PASA	2018	2025
Brgy.Pagatpatan, Butuan City	Extension Program SEED	2023	2028
Total Number of Active Partnerships:	5		

Title of Training	Inclusive Dates		Duration in Terms of Number of Hours	Weigh t per Durat ion	Numbe r of Trainee s	Number of Trainees x Weight per Duration	Num ber of Train ees Surve yed	Quality and Relevance Rating				
	Start Date (MM-DD- YYYY)	End Date (MM-DD- YYYY)						1	2	3	4	5
								P	F	S	V S	E
Marine Invertebrates and Taxonomy Methods Lecture-Workshop and Collaborative Research Agreement Signing	3/15/2024	3/15/2024	8	1	99	99.00	83				10	73
Training on the Utilization of Laboratory Equipment Available at Taligaman National High School	4/11/2024	4/11/2024	8	1	11	11.00	11					11
Medicinal Plants and Traditional Helathcare Practices for Healthy Pagatpatan Community Phase 1 Session 1: Orientation and	8/28/0204	28-Aug-24	16	1.25	16	20.00	16			1	2	13



General Massage Demonstration												
Medicinal Plants and Traditional Helathcare Practices for Healthy Pagatpatan Community Phase 1 Session 2: Fundamental Concepts of Massage	9/11/2024	9/11/2024	8	1	13	13.00	13	1				9
Medicinal Plants and Traditional Helathcare Practices for Healthy Pagatpatan Community Phase 1 Session 3: Workshop (Massage)	9/25/2024	9/25/2024	8	1	18	18.00	15					15
Medicinal Plants and Traditional Helathcare Practices for Healthy Pagatpatan Community Phase 1 Session 4: Workshop (Body Massage)	10/10/2024	10/10/2024	8	1	19	19.00	10				1	9
Medicinal Plants and Traditional Helathcare Practices for Healthy Pagatpatan Community Phase 1 Session 5: Workshop (Body Massage)	10/23/2024	10/23/2024	8	1	16	16.00	7					7
Medicinal Plants and Traditional Helathcare Practices for Healthy Pagatpatan Community Phase 1 Session 6:	10/30/2024	10/30/2024	8	1	21		9	1				8



Presentation of Body Massage Manual or Guide and Culmination													
Workshop on Crafting Instructional Material (LABoratory Workbook) in Physical Science	9/24/2024	9/26/2024	24	1.5	19	28.50	19					1	18
Science and Math Camp 2024	9/30/2024	9/30/2024	8	1	949	949.00	219	3	4	19	61	127	
Training - Workshop on Data Analysis and Reporting	11/11-13/2024	11/22/2024	32	1.5	145	217.50	117					2	20 95

● Training-Workshop for Mathematics Faculty on Module Development

The Training-Workshop for Mathematics Faculty on Module Development took place on October 8-9, 2024, at KH107, Kinaadman Hall, CSU. This workshop aimed to design a module on data analysis as part of the RISE-APPS Subproject 1 extension project in collaboration with DepEd. The event brought together project members and potential authors of the proposed instructional materials to collaborate on developing effective teaching modules.



● Training –Workshop on Data Analysis and Reporting



The program commenced with the opening formalities, followed by a warm and inspiring welcome address delivered by the CSU Extension Services Director, Dr. Romel A. Seronay. He emphasized the critical importance of the training in empowering Sustainable Livelihood Program (SLP) implementers by providing them with the knowledge and skills necessary to effectively lead the program. Dr. Seronay highlighted how these efforts contribute to ensuring the program's long-term success and its positive impact on communities.

- **Training-Workshop on Data Analysis and Reporting for Faculty Extensionists**

The Training Workshop on Data Analysis and Reporting for Faculty Extensionists was successfully conducted. The activity targeted the Mathematics Faculty to get updated on the necessary competencies, which are imperative to improve the quality of research and instruction and keep the relevant curriculum offerings in line with present-day needs. This calls in preparation of the extension activity for the DSWD – Sustainable Livelihood Program set on November 11-13, 2024 and November 22, 2024.





The main focus of the training and workshop was to provide advanced, hands-on skills in data analysis and statistical reporting within the Faculty of Mathematics. It was meant to make members of the faculty proficient consumers of statistical methods and proficient practitioners and innovators in those domains.

- **Proposal Writeshop on Math Extension Project**

The Mathematics Department Faculty Members was called for to write extension project proposals to address the recommendations for the BS Mathematics and BS Applied Mathematics Programs during the AACUP Accreditation visit on October 23 - 26, 2022, and in preparation of the upcoming AACUP Accreditation of the other programs. This writeshop was the second phase of the Math Extension Program activity conducted on October 16 – 17, 2023.

At the end of the activity, participants are expected to:

- (1) Revisit the crafted Math extension program THEoReM A3
- (2) Craft extension project proposal; and
- (3) Create extension project work and financial plan.

- **CSU seal partnership discusses marine invertebrate systematics and taxonomy research with Hokkaido University**

Through the Department of Biology, Caraga State University collaborates with Hokkaido University (Japan) to introduce various approaches to the taxonomic studies of Phylum Nemertea, Order Polycladida, and Order Isopoda. Resource persons include the faculty and PhD students from Hokkaido University. A lecture workshop was conducted last



March 15, 2024, at the HERO Learning Commons Auditorium, Caraga State University, Ampayon Butuan City.



- **Approaches to the Taxonomic Studies of Phylum Nemertea, Order Polycladida, and Order Isopoda: Marine Invertebrates Systematics and Taxonom Method Lecture-Workshop**

The lecture presentation commenced with a concise introduction by Dr. Romell Seronay, the Director of CREME and also part of the project, taxonomic studies of phylum Nemertea. Dr. Seronay provided a glimpse into the marine research endeavors at CSU. Subsequently, the lecture was handed over to the esteemed resource persons from Hokkaido University.

First, Dr. Aoi Tsuyuki enlightened the audience with a captivating discourse on marine flatworms, illustrating them as the "swimming carpets" of the sea. Following this insightful presentation, Mr. Shoki Shiraki delved into the realm of biological studies on Anthuroidea (Crustacea: Isopoda), shedding light on their intricacies. Concluding the series of enlightening talks was Mr. Jamael Abato, a lead researcher and Ph.D. student at Hokkaido University. Mr. Abato's presentation centered on the fascinating topic of intertidal ribbon worm fauna of the Philippines, emphasizing the hidden biodiversity lurking beneath the rocks. The presentations were followed by an engaging open forum, allowing for further discussion and exchange of ideas among the participants.

- **SHORT WORKSHOP MARINE INVERTEBRATE PROCESSING AND IDENTIFICATION**

To complement the knowledge inputs gained during the morning lecture series, a short workshop on marine invertebrate processing and identification was conducted in Biology laboratory rooms during the afternoon session. The activity was participated by CSU students and invited faculty members from NEMSU, SNSU, and personnel from BFAR and DENR Caraga. The workshop provided participants with hands-on experience in the practical aspects of documenting the external morphology of target animals through photography and microscopy. Additionally, it covered sample preparation techniques for histological sectioning (specifically for flatworms and nemertean and fixation in ethanol for DNA extraction).



- **TALIGAMAN LABORATORY EQUIPMENT TRAINING**

Taligaman National High School (TNHS) has been a partner of Caraga State University in molding young minds to be inclined toward Sciences, Technology, and Engineering. After the recently concluded immersion activity PANAW KAT-ON 2023, TNHS has requested the Department of Physics (DOP) to conduct a training on how to use their laboratory equipment, as well as to develop an instructional manual for their laboratory activities. In response to this, DOP conducted a training on April 11, 2024 regarding the utilization of various laboratory



equipment currently available at TNHS. The speakers also provided suggestions on possible laboratory activities that can be crafted using specific laboratory equipment setups.



- **Orientation and General Massage Demonstration**

Eighteen (18) Barangay Pagatpatan residents attended the first session out of 20 expected participants. The event started with the registration of participants, opening remarks, and recognition of the participants by Dr. Lilia Z. Boyles, the emcee, and welcome address of Hon. Romanito Amante, one of the Barangay Pagatpatan Kagawad. Hon. Amante emphasized that the activity conducted fits their barangay program on healthcare and planned health spa in their proposed ecotourism spot in Pagatpatan mangrove area. Dr. Leila A. Ombat, the DoB Chairperson and the Extension Project Leader, shared the rationale for the training.

- **Activity Report-Workshop on Crafting IMs in Physical Science-Sept. 24-26, 2024**

Taligaman National High School (TNHS) has been a partner of Caraga State University in strengthening the STEM education and its delivery in the region. In response to the TNHS requests to the Department of Physics (DOP) to conduct a training on how to use their laboratory equipment, as well as to develop an instructional manual for their laboratory activities, the DOP conducted a workshop on September 24-26, 2024 at Conference Room, Kinaadman Hall. The main goal of the workshop was to craft and produce laboratory workbook in Physical Science using the available equipment of TNHS. The outlook of this workshop is to produce a functional workbook that can be used by the students, not just from the TNHS but also in other high schools.

- **Science and Math Camp 2024**

The Science and Math Camp 2024, held in the Municipality of Sibagat, Agusan Del Sur, brought together Junior and Senior High School students from Afga National High School and Sibagat National High School of Home Industries. The event aimed to foster a deeper understanding of scientific and mathematical principles through interactive demonstrations and lectures while building the capacity of science educators. This program is to involve students in different interactive activities that will enable the students to fathom these two disciplines even more and develop critical thinking, creativity, and collaboration. This camp will give students hands-on experiences by connecting theoretical knowledge through real applications for an enhanced problem-solving capability and inspiration to learn about STEM. It also contains a seminar and workshop on Science Investigatory Projects and Mathematical Investigation and Modeling for Junior and Senior High School teachers. In this respect, it will



help the teachers be more prepared to teach their students the ways and research techniques for independent studies, thus improving the quality of science and math education at school.



- **Training-Workshop for Mathematics Faculty on Module Development**

The Training-Workshop for Mathematics Faculty on Module Development took place on October 8-9, 2024, at KH107, Kinaadman Hall, CSU. This workshop aimed to design a module on data analysis as part of the RISE-APPS Subproject 1 extension project in collaboration with DepEd. The event brought together project members and potential authors of the proposed instructional materials to collaborate on developing effective teaching



modules.

- **Training –Workshop on Data Analysis and Reporting**

Training –Workshop on Data Analysis and Reporting dated on November 11-13, 2024. The program commenced with the opening formalities, followed by a warm and inspiring





welcome address delivered by the CSU Extension Services Director, Dr. Romel A. Seronay. He emphasized the critical importance of the training in empowering Sustainable Livelihood Program (SLP) implementers by providing them with the knowledge and skills necessary to effectively lead the program. Dr. Seronay highlighted how these efforts contribute to ensuring the program's long-term success and its positive impact on communities.

- **Training-Workshop on Data Analysis and Reporting for Faculty Extensionists**

The Training Workshop on Data Analysis and Reporting for Faculty Extensionists was successfully conducted. The activity targeted the Mathematics Faculty to get updated on the necessary competencies, which are imperative to improve the quality of research and instruction and keep the relevant curriculum offerings in line with present-day needs. This calls in preparation of the extension activity for the DSWD – Sustainable Livelihood Program set on November 11-13, 2024 and November 22, 2024.



Photos during Training workshop on Data Analysis together with the faculties

The main focus of the training and workshop was to provide advanced, hands-on skills in data analysis and statistical reporting within the Faculty of Mathematics. It was meant to make members of the faculty proficient consumers of statistical methods and proficient practitioners and innovators in those domains.



College of Forestry and Environmental Sciences (CoFES)

Partner LGU /Community/ Industry / SMEs / Private or Public Agencies / NGOs	Extension Program / Activities	Start Date (MMM-DD-YYYY)	End Date (MMM-DD-YYYY)
BLGU Pagatpatan	(8/6/2024) Community Learning for Environmental Awareness and Nurturing (CLEAN) for Brgy. Pagatpatan, Butuan City: An Extension Project in Support to PREPARED Pagatpatan	Jul-01-2024	Dec-31-2025
ATI-RTC 13			
Caraga CACAO Incorporated	Agroforestry Demonstration and Laboratory Area (AFDLA)		
Philippine National Volunteer Service Coordination Agency	Climate Change Adaptation and Environmental Volunteering Webinar		
Total Number of Active Partnerships:	4		

Title of Training	Inclusive Dates		Duration in Terms of Number of Hours	Weight per Duration	Number of Trainees	Number of Trainees x Weight per Duration	Number of Trainees Surveyed	Quality and Relevance Rating				
	Start Date (MM-DD-YYYY)	End Date (MM-DD-YYYY)						1	2	3	4	5
								P	F	S	V S	E
CLEAN: Seminar-Workshop on Managing Household Solid Waste: Part 1	10/25/2024	10/25/2024	8	1	65	65.00	65					
CLEAN: Training-Seminar on Managing Household Solid Waste: Part 2 (Vermicomposting and Urban Gardening)	11/22/2024	11/23/2024	16	1	21	21.00	21					
CLEAN: Ecological Mangrove Rehabilitation Seminar	11/26/2024	11/26/2024	8	1	67	67.00	67					



Climate Change Adaptation and Environmental Volunteering Webinar	12/23/2024	12/23/2024	3	1	32	32.00	32					
Agroforestry Field Day	12/16/2024	12/16/2025	8	1	20	20.00	20					

Seminar-Workshop on Managing Household Solid Waste: Part 1

The seminar on ecological solid waste management in Barangay Pagatpatan, organized to promote sustainable waste practices, began with a welcome speech from Hon. Ruben Amante, Barangay Kagawad, who emphasized the importance of community involvement in achieving long-term environmental change. He encouraged active participation in local ecological projects and affirmed the barangay's commitment to innovative waste management solutions to create a cleaner, greener environment for future generations.

Dr. Chime M. Garcia outlined the seminar's objectives, focusing on raising awareness about the Ecological Solid Waste Management Act of 2000 (Republic Act No. 9003). She stressed the importance of waste reduction, segregation, and community engagement in waste management practices, urging participants to apply the knowledge gained for sustainable behavior in their daily lives.



The seminar featured a pre-test to gauge participants' knowledge of the law and waste management practices, followed by a detailed presentation by Dr. Garcia on the waste composition in Pagatpatan. She highlighted the types of waste—plastics, non-recyclables, and organic materials—and their impact on the local environment and public health, advocating for data-driven approaches to waste management.

Mr. Jazzyes S. Nuera, an environment specialist from Esperanza, shared his expertise on successfully implementing R.A. 9003. He discussed strategies such as effective waste segregation, the creation of Barangay Clean and Green task forces, and the importance of continuous education to promote community involvement. His practical insights were drawn from his experiences in Esperanza, where he helped implement sustainable waste practices. A question-and-answer session followed, allowing participants to engage directly with Mr. Nuera, discussing local challenges in Pagatpatan and how to adapt successful waste management tactics to their community.

Keycee J. Ligaya-Goles from Butuan City's CENRD presented updates on the city's waste management efforts, including the Integrated Solid Waste Management Plan, which aims to establish a waste-to-energy facility and reduce reliance on landfills. She discussed the city's challenges, such as limited technology, staffing, and funding, and outlined initiatives to address these issues, including waste collection expansion and enforcement of waste management laws.

Mr. Manuelito M. Bagoles, an Information Officer at CENRD, focused on land-based pollution and the 4Rs of waste management: Reduce, Reuse, Recycle, and Refuse. He also highlighted prohibited acts under R.A. 9003, such as illegal dumping, and emphasized the importance of waste segregation using color-coded bins. Mr. Bagoles discussed penalties for non-compliance and the city's anti-illegal dumping ordinance.

	Chime M. Garcia Meeting host				Hilary Trisha Cubero		
	Christian Paul Valdez				Iris Ann Cubelo		
	CLYD MARK RIVERA				Jamaica Pasilong		
	clydevia balane				Jelyn Pencinaves		
	Corazon Apolinaria				Jera Acero		
	Cristine Jay Aliosada				Jerico Toral		
	Dorothy Coleen Padilla				John Carlo Baguio		
	giselle				Jorevie Carumba		
	Guil Vincent Magpatoc				JOVIE MAKILING		

Figure 1. Screen shot of online attendees on the seminar on managing household solid waste.

CHALLENGES AND OPPORTUNITIES
<i>[Briefly summarize the challenges encountered by the unit/office and the opportunities that can help the unit formulate some strategies.]</i> The seminar faced several challenges, including a limited number of participants, issues with internet load, and the fact that Google Meet could only accommodate 100 attendees. Additionally, the cellphone used for the live stream lacked a tripod, affecting the video quality, and the rainy weather in the afternoon caused some disruptions. The evaluation form's text was too small for some to read, and both the pre-test and post-test contained some terms that were difficult to understand, particularly as some were in English.
SUMMARY OF FINDINGS AND RECOMMENDATIONS

[Briefly summarize your findings and recommendations based on the results of your actual performance.]

- Increase participant capacity by using a more robust online platform that accommodates a larger number of participants or provide additional streaming options (e.g., Premium account in Zoom) to ensure wider access beyond the 100-person limit of Google Meet.
- Provide proper equipment for live streaming by providing a tripod or stable stand for the device used for live streaming to improve video quality and presentation. If possible, use a higher-quality camera or equipment to ensure clearer visuals.
- Address weather-related disruptions by including a plan on weather-related contingencies by scheduling breaks or ensuring the seminar venue is sheltered and suitable for unexpected weather conditions.
- Enhance visibility of evaluation forms by increasing the font size of the evaluation form text.
- Simplify language in pre- and post-tests by making sure that terms used in the pre- and post-tests are simplified and, where possible, provide translations or explanations for complex English terms to accommodate participants with different language proficiencies.
- Engage a larger audience by encouraging greater participation, using targeted outreach strategies such as invitations to more barangays or schools, as well as promoting the seminar well in advance through social media, community organizations, and local government units.

Seminar-Workshop on Managing Household Solid Waste: Part 2

Insert picture

The Seminar-Workshop on Managing Household Solid Waste was designed to equip participants with practical knowledge on sustainable waste management through vermicomposting and urban gardening.

Mr. Ruben Ruda, an expert in vermiculture, led an insightful session on the critical role of vermi worms in the composting process. He emphasized the benefits of vermi cast (worm excrement) and vermi compost as natural fertilizers that enrich soil health, improve plant growth, and reduce household waste. Mr. Ruda also highlighted the significance of vermiculture as an eco-friendly solution for recycling organic materials and fostering a circular, sustainable approach to waste management. The next day, agriculturist Ms. Annaliza Cassioni, from the City Agriculture Office demonstrated how to prepare the vermibed using materials readily available in participants' surroundings. She guided them through the process of creating a simple yet effective vermiculture system, showing how to layer organic waste, bedding, and worms to establish an optimal environment for composting. Throughout the demonstration, Ms. Cassioni emphasized the importance of using locally sourced materials like kitchen scraps, dried leaves, and soil, making vermiculture accessible to everyone, regardless of resources.

The workshop not only provided a comprehensive understanding of vermiculture but also linked it to urban gardening practices, encouraging participants to use vermicompost for enriching their urban gardens. Together, these hands-on activities empowered participants to take practical steps toward managing sustainably while growing their own food in urban spaces.

CHALLENGES AND OPPORTUNITIES

[Briefly summarize the challenges encountered by the unit/office and the opportunities that can help the unit formulate some strategies.]

- The seminar encountered several challenges, including a limited turnout due to late notifications to potential participants, which also resulted in a delayed program start.

SUMMARY OF FINDINGS AND RECOMMENDATIONS

[Briefly summarize your findings and recommendations based on the results of your actual performance.]

- Early and Widespread Notification by ensuring that invitations and announcements for the seminar are sent well in advance to give potential participants sufficient time to register.
- Clear and Timely Communication by providing clear details about the seminar's date, time, and agenda, and send reminders closer to the event to encourage attendance. This can help prevent delays and ensure participants are well-prepared.
- Backup Plans for Late Arrivals by having contingency plans in place for late arrivals or delays, such as having introductory materials available or allowing the program to begin with preliminary activities that can be adjusted as participants join.

Seminar on Mangrove Rehabilitation in Brgy. Pagatpatan, Butuan City

The seminar aimed to discuss the critical role that mangrove ecosystems play in maintaining coastal biodiversity, protecting shorelines from erosion, and supporting local communities. It also delved into the challenges facing mangrove forests, including deforestation, climate change, and coastal development, and discuss the latest approaches to their restoration and conservation. Resource speakers who are experts in this fields and shared their insights on ecological rehabilitation strategies, community involvement, and the importance of sustainable practices to ensure the long-term health and resilience of these vital ecosystems. This activity hopes to deepen our understanding of mangrove conservation and inspire action toward their protection.



The seminar on ecological mangrove rehabilitation featured key presentations that highlighted the Importance of mangroves and the successful efforts to restore them. For. Marilou Macabuhay, Chief of the Coastal Resource Management Section at DENR, gave a comprehensive talk on the significance of mangroves, the threats they face, and effective



conservation strategies. She emphasized the need to avoid planting mangroves in seagrass beds, as these areas are crucial for other marine life. Ruben Amante, a Barangay Kagawad, shared the success story of mangrove rehabilitation in their community, noting the positive environmental impacts. The restored mangroves have become a vital nursery for various crab species, with people from neighboring areas starting to harvest crablets for fattening, creating new income opportunities and contributing to the local economy.

The activity was facilitated by CoFES faculty and selected BS Environmental Science students.

CHALLENGES AND OPPORTUNITIES

[Briefly summarize the challenges encountered by the unit/office and the opportunities that can help the unit formulate some strategies.]

- The problems encountered during the conduct of the activity included the following: The visual presentation was unclear and not easily visible, impacting the overall effectiveness of the event. Only 67 out of the expected 80 in-person participants attended, with a limited number joining via Zoom. There was also a shortage of chairs and tables to accommodate the student facilitators. The technical committee lacked essential equipment, such as a long HDMI cable and audio jacks, which were needed to improve the audio quality for the livestream. Additionally, it would have been beneficial to have a separate board for the paper tarp.

SUMMARY OF FINDINGS AND RECOMMENDATIONS

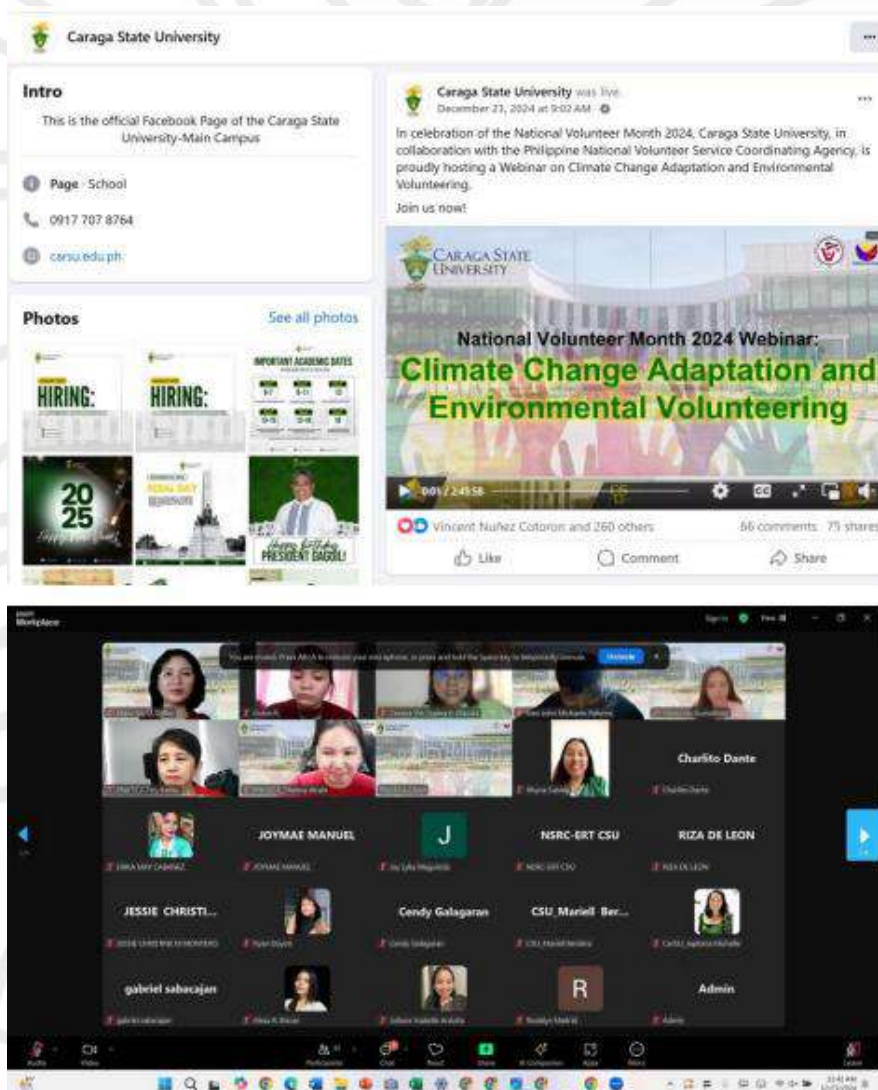
[Briefly summarize your findings and recommendations based on the results of your actual performance.]

- Improve Visual Presentation: Consider testing the equipment in advance, adjusting the screen resolution, and ensuring proper lighting for better visibility. Additionally, having a backup projector or screen could help avoid technical glitches.
- Increase Participant Attendance: If Zoom participation is limited, virtual access should be easily available and tested before the event.
- Provide Sufficient Seating and Equipment: Ensure that there are enough chairs and tables to accommodate all facilitators, participants, and support staff.
- Equip the Technical Committee Properly: The technical Committee should have all the necessary equipment, including long HDMI cables, audio jacks, and an amplifier to improve livestream sound quality. A thorough equipment checklist should be created in advance to ensure all technical needs are met, and a backup set of cables or devices should be available to handle any unforeseen technical issues.
- Provide Separate Space for Paper Tarp: To avoid clutter and confusion, set up a designated board or area for paper tarps or other materials. This will ensure that important information is displayed clearly and that the space remains organized.

• Climate Change Adaptation and Environmental Volunteering Webinar (December 23, 2024)

In line with the 2024 National Volunteer Month (NVM) which aims to build nationwide public awareness and appreciation of volunteerism, create the environment for voluntary action, and recognize volunteers as partners in development, Caraga State University in collaboration with PNVSCA conducted a Webinar on Volunteerism last December 23, 2024, specifically Climate Change Adaptation and Environmental Volunteerism Webinar. The initiative is deemed necessary to reach wider audiences of volunteers and institutions from the national and local governments, private companies, the academe, media, NGOs/CSOs and other sectors of the Philippines Society. Additionally, it aims to accommodate groups and individuals who may lack

opportunities or means to celebrate NVM within their respective communities. Moreover, it aims to capacitate and raise awareness of the participants in the different aspects of volunteering in the Philippines. Lastly, the webinars shall serve as an avenue for volunteers and volunteer-engaging institutions to share their lessons learned and best practices and highlight the contribution of volunteerism in achieving the goals of the Philippine Development Plan (PDP). One of the key webinars will focus on climate change sustainability and preservation.



The impacts of climate change pose significant challenges to communities across the Philippines, making it one of the most climate-vulnerable nations globally. These challenges highlight an urgent need for comprehensive climate adaptation strategies that involve the entire community. Volunteerism has proven to be a powerful force in advancing climate resilience, from environmental conservation projects to disaster preparedness initiatives. Environmental volunteering empowers individuals and groups to contribute directly to resilience-building initiatives such as reforestation, disaster preparedness, sustainable practices, and public awareness campaigns. Volunteers serve as catalysts for change, bridging the gap between policies and grassroots action.

INITIATIVES AND ACHIEVEMENTS (HIGHLIGHTS OF ACCOMPLISHMENTS)

- **Extension Services Office conducted Benchmarking at Central Mindanao University Maramag Bukidnon**

On the 14th day of November, a benchmarking activity was held at Central Mindanao University, Maramag Bukidnon. Lead by CSU Extension services Director, Romell A. Seronay with faculty extension coordinators from CSU-Main campus; Chime Garcia; Junar T. Lingo; Joanne A. Langres, Marsha O. Arnado; Joanne Victoria Pitao; Engr. June Love E. Gesta; Roland B. Saraba and CSU Cabadbaran faculty extension coordinators; Federico M. Griño; Mary Jane G. Magpale; Joy Lyn D. Dela Cruz; Queenchy S. Micabalo and; Mary Nena M. Faulve.

The activity is conducted to come up with new insights, strategies and improvement in support of extension services and implementation. Ms. Rachel Salingay, CMU Extension Director, graciously shared with us how their operational strategies led to the formation of a highly effective team, emphasizing the importance of setting clear rules and distributing tasks efficiently.

The CMU Extension Office presented an impressive organizational structure, where each unit has clearly defined tasks that operate in seamless coordination. This units are the Information and Communication Unit; Capability Building Unit, Techno-Demo Services Unit and; Monitoring Evaluation and Documentation Unit



Benchmarking activity together with CMU Extension Director Rachel Salingay, CSU Extension Director Romell A. Seronay, CSU-Main and CSU-CC faculty coordinators and ESO staff

Ms. Rachel provided us with a guided tour of the facility, including the research office, and offered an opportunity to experience the radio broadcasting operations at DXMU-FM. This station is one of CMU's extension modalities for delivering updates and disseminating information.





Facility tour in CMU Research, Development and Extension building

The team also had the chance to visit two destination sites in the campus, participants engaged in hands-on experiences, such as milking cows and feeding cattle at Cattle Research, Development and Extension Center and identify the taste and aroma of a quality coffee at Coffee Quality Laboratory.



CMU tour visit in Cattle Research, Development and Extension Center (*left*) and Coffee Quality Lab (*right*)

As part of the tour, we had the opportunity to visit the Extension Community in Bayabason, Maramag, Bukidnon, where we engaged with the local **PLANTITA** vendors.



Extension community visit at Bayabason, Bukidnon



- **CSU attends DSWD: Annual Year-end Program Review, Staff, Program Participants & Partners Recognition, and Awarding Ceremony**

The Caraga State University was recognized as the Best Program Partner-NGA/NGO for commendable support and exemplar contribution to Sustainable Livelihood Program for CY 2024 and received trophy of Kabalikatan Award under Public Partner Category as Most



Outstanding Partner. This given on 13th day of December at Doties Place, Butuan City. The event was attended by our Extension Director Dr. Romell A. Seronay together with TTLO/ITSO Chief Charisse D. Galusan.

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