

OFFICE PROFILE

The Office of the Vice President for Executive Operations and Auxiliary Services serves as a “*Parola*” of Caraga State University (CSU) to benefit the university internal and external stakeholders; establishing the university’s position and guiding the whole university community to the future. The EOAS shall be directly responsible for the planning and funding of priority development projects and expansions and for promoting closer relations with the government, the alumni, the foundations, the private sector, and the general public.

The **Gender and Development Office** takes the lead in safeguarding that women’s as well as men’s concern are integral part of the planning, intervention, implementation, monitoring, and evaluation to promote gender equity and equality principles. It also seeks to ensure that gender mainstreaming through the entry points - policy, people, enabling mechanisms, and programs, activities and projects for instruction, research and extension are established to become fully gender-responsive academic Institution.

Aligned with the University's Vision, Mission, and Core Values, and in full alignment with the LIKHA Agenda set by the university administration, is dedicated to seamlessly integrating all the programs and services it oversees, contributing significantly to the university's path toward success.

VISION

A globally engaged University excelling in science, engineering, and the arts.

MISSION

Caraga State University endeavors to produce globally competitive and socially responsible human capital towards the sustainable and inclusive development of Caraga Region and beyond.

CORE VALUES

Competence, Service, Uprightness

SAFE SPACES PROGRAM DEVELOPMENT

Strategic Goals	Objectives	Strategic Initiatives/Activities	Persons/Offices Involved	Budget Allocation
1. To promote inclusivity, diversity, and respect for all personnel, students, and stakeholders in the Institution.	- To capacitate personnel, students and stakeholders to ensure the safety and protection of individuals, especially women and members of the LGBTQ+ community, from harassment and violence in various public settings - To develop IEC materials both printed and online modes for readily accessible resources. - To foster an environment where individuals feel safe in expressing themselves, asking questions, and seeking support.	- Orientation/Forum/Seminar/Training on R.A 11313 or Safe Spaces Act - Information and awareness raising campaign; - Psychosocial and mental health support programs - Recreational Activities - Establishment of PADI (Protection Against all forms of Discrimination and Inequality), Men movement to stop GBV within campus. - Creation and establishment of counseling / Support Room/corner	Vice President for Executive Operations and Auxiliary Services Vice President for Student Affairs and Services Vice President for Administration and Finance Gender and Development Office Guidance and Counseling Public Information and Communication Office University Student Government General Services Office	60,000.00 (representation expenses) 525,000.00 (printing of 1500 copies of Safe Spaces IECs. 500,000.00 (Conduct of Recreational/Sports Activities); 1,000,000.00 repair/retrofitting for the establishment of counseling / Support Room/corner and Safe Space Resource Hub

		Establishment of Safe Space Resource Hub		1,000,000.00 repair/retrofitting for the establishment of counseling / Support Room/corner and Safe Space Resource Hub
2. To ensure that both women's and men's perspectives and experiences are fully integrated into the planning, execution, oversight, and assessment of policies, initiatives, and projects across all aspects of society – including social, political, civil, and economic realms – to guarantee equitable benefits for both genders.	- To review existing policies or develop and implement policies that explicitly consider the unique needs and challenges of women and men across various sectors, striving for equal access and opportunities. - To advocate for legal reforms that eliminate discriminatory laws and promote gender equality in areas such as employment, property rights, and family law. - To ensure that the boarding houses are safe and suitable for students while studying in the University.	- University-wide Policy Review and Audit - University Policy Manual Revision Writeshop Series - Conduct of benchmarking activities	Vice President for Executive Operations and Auxiliary Services Vice President for Student Affairs and Services Vice President for Academic Affairs Vice President for Administration and Finance Office of the Planning and Development	150,000.00 (training and representation expenses) 125,000.00 (travelling expenses)
3. Collaborate with local, regional, national and international organizations to strengthen the Safe Space Program.	To intensify collaborative partnerships with relevant local, regional, national, and international organizations committed to promoting safe spaces.	Mapping of programs and services of various local, regional, national and international organization with advocacy on safe spaces	Vice President for Executive Operations and Auxiliary Services Vice President for Research, Innovation and Extension Gender and Development Office	

	To facilitate the exchange of knowledge, resources, and expertise between the Safe Space Program and partner organizations.	- Establish linkages and a supportive network of organizations working together to advance the goals of safe spaces and inclusivity. - Attend and participate in various trainings, conferences, workshops, and forums, at all levels.		100,000.00 (representation and travelling expenses)
4. Advance Knowledge and Best Practices in Safe Space Initiatives	- To develop research-based training programs and educational materials to inform organizations and communities about safe space best practices. - To integrate a safe space agenda in research and extension projects, programs and activities.	- Conduct community needs assessment to examine different problems and needs of the communities related to safe-spaces. - Screening of research and extension proposals on gender-related agenda. - Conduct research/extension project to the identified locale based on the assessed needs.	Vice President for Executive Operations and Auxiliary Services Vice President for Research, Innovation and Extension	10,000.00 (meals and snacks) 500,000.00 (research/extension maintenance and other operating expenses)
5. Ensure a Safe and Inclusive Campus Environment through a Comprehensive Safety Space Audit for the University and Campus Retrofitting of Facilities	To promote periodic safety audits to evaluate the university campuses, including its buildings, facilities, pathways, and public spaces, to identify	Hiring of technical support staff to lead in the monitoring of the safe space program implementation, and address/respond to in-	Vice President for Executive Operations and Auxiliary Services Human Resource and Development	432,000.00 (salary for Technical Support Staff)

	potential safety hazards and vulnerabilities. To ensure that at least one CSU employee is assigned to respond to emergency situations in the campus	campus gender-related issues. - Conduct annual Safety Audit regularly - Establish a procedure for monitoring and evaluation of safety measures and initiatives, making adjustments as needed to maintain a safe campus environment. - Provision and Installation of Campus Lighting - Provision of Gender-Neutral Comfort Rooms	Vice President for Administration and Finance Office of Planning and Development General Services Office	1,000,000.00 (provision and installation of solar-powered lighting system) 1,000,000.00 (repair/retrofitting for gender-neutral comfort rooms)
TOTAL				5,402,000.00

Prepared by:


JOHN RALDE R. FELIAS, RSW
 Director, Gender and Development

Reviewed by:


MICHELLE V. JAPITANA, DEng
 Vice President for Executive Operations and Auxiliary Services

Approved:


ROLYN C. DAGUIL, PhD
 President

