

Literacy on Basic Parliamentary Procedure (SAS)



The **Services-School of Arts and Sciences (SAS)** conduct the **Literacy on Basic Parliamentary Procedure** during the Barangay Regular Session. JHCSC-CMSECAT Community and Extension Coordinator and Instructor, Staff, SAS Student.





During the prayer of all official of Barangay Laperian and faculty and office staff and student's.





All barangay official fil up the evaluation form.

Reflection

08-14-2018
Guika, Jerthony O. AB-11C

'The day that we visit at barangay Laperian'

March 05, 2018

Together with my classmate and my two teachers we visit in the barangay Laperian for the observation and give some questions for the barangay officials of barangay Laperian.

The time that we bound into barangay Laperian, I feel so happy and excited because this is my first time to go this barangay and when we arrived of barangay I saw that this place has no compormist to the other barangays because they have a good characteristic to maintain their peace and order.

Talaba, Helyn D. AB-11C

March 05, 2018 Monday at 9:00am. Second-year Political science students together with the staff and Political Science Instructors conducting a parliamentary observation at Barangay Laperian San Miguel Zamboanga del Sur.

During the session presided by the barangay captain. We are very pleased because, not just in study or theory we learn about how to conduct a proper session or meeting by using a parliamentary procedure but also in a practice we learned and gained more ideas on how to handle a meeting.

Based on our observation, it was proven that parliamentary procedure has a big help to make the assembly harmonious and effective, well organized and as well as it is a speedest way on conducting an assembly or meeting.

We are thankful to all the Barangay officials of Barangay Laperian and also to our instructors and staff for giving us a chance to learn by observing about what is the proper way in handling a meeting by using parliamentary procedure, and what parliamentary procedure is...?

John, Jhon B. AB-11C

During the session in Laperian, before they start their meeting one of my co-observant specially main Capitanea distribute the evaluation paper to all the officer in Laperian to check if the who live in Laperian are in their brgy. after answering the evaluation paper the presiding officer (brgy cap) call the attention of secretary to roll call all the name of the members and the visitors before the meeting started. After the roll call a presiding officer give the floor to the visitor of what visitor can say, Mr. Jolan ~~int~~ instructor express their gratitude for being good to us.

The meeting is formal they follow the rule and the agenda.

Samonte Jhonny D.

AB-11C

Parliamentary Procedure at Brgy. Laperian San Miguel Zamboanga del Sur

On March 5, 2018 the Political Science student together with the adviser conducting an observation of Parliamentary Procedure at Brgy. Laperian San Miguel Zamboanga del Sur. The barangay captain serve as the presiding chairman assisted by the secretary and the barangay kagawad the officer of the committee.

The agenda of the day to be discuss in the meeting is the upcoming activities of our group Brgy Laperian.

After all observation the ~~teams~~ come back to JHSC.



J.H. CERILLES STATE COLLEGE
 Mati, San Miguel, Zamboanga del Sur, 7029
 www.jhscmain.edu.ph; Telefax (062) 945-0025
 Email add: jhsc.main@yahoo.com

REQUEST FOR QUOTATION

Date:
 Quotation No.

Company Name: JH Cerilles State College MPC
 Address: Mati, San Miguel ZDS.

Please quote your lowest price on the item/s listed below, subject to the General Conditions on the last page, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than _____ in the return envelope attached herewith.

JEANIE L. AGAN
 Procurement Officer

NOTE:

1. ALL ENTRIES MUST BE TYPEWRITTEN
2. DELIVERY PERIOD WITHIN 15 CALENDAR DAYS
3. WARRANTY SHALL BE FOR A PERIOD OF SIX (6) MONTHS FOR SUPPLIES & MATERIALS, ONE (1) YEAR FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY
4. PRICE VALIDITY SHALL BE FOR A PERIOD OF 90 CALENDAR DAYS
5. BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATES OF THE PRODUCT BEING OFFERED.
6. PLEASE SUBMIT THE FOLLOWING ELIGIBILITY DOCUMENTS:
 A. Business Permit B. Philgeps Certificate/Membership

SNACK: Approve budget for the contract (ABC) - 2,000.00

ITEM NO.	ITEM & DESCRIPTION	QTY.	Unit	UNIT PRICE	TOTAL
01	Snacks	40	pax	45.00	1,800.00

Delivery Period :
 Warranty :
 Price Validity :

After having read and accepted your General Condition, I/We quote you on the 1,800.00 price noted above.

MERCHENE Q. SERENO
 Printed Name/Signature
 09558060852
 Tel. No./Cellphone No.
 JHCCMPC@yahoo.com
 E-mail Address

EXTENSION



J.H. CERILLES STATE COLLEGE
 Mati, San Miguel, Zamboanga del Sur

Office of the Community Extension Services

February 23, 2018

DR. EDGARDO H. ROSALES
 President
 In this Institution

Dear Dr. Rosales:

Greetings of peace!

The JH Cerilles State College, Main Campus-Extension and Community Services-School of Arts and Sciences (SAS) will conduct a **Community Survey and Research** during the Barangay Regular Session on March 5, 2018 at Barangay Laperian, San Miguel, Zamboanga del Sur.

The undersigned would like to request an amount of Two Thousand Four Hundred (2,000.00) pesos for the snacks of the said activity above.

Thank you very much.

Very truly yours

Noted:

RICKY A. EGOS, MM-ITM
 Extension Director

WILFREDO M. BARNIDO, JR. CPA, MBA
 Budget Officer

JULIETA C. CEBRERO, PhD
 SAS Dean

Recommending Approval:

MARY JOCELYN V. BATTUNG, Ph. D.
 Vice President for Academic Affairs

Approved:






EDGARDO H. ROSALES, Ed. D.
 President



J. H. CERILLES STATE COLLEGE
Mati, San Miguel, Zamboanga del Sur

March 2, 2018

TRAVEL ORDER NO. 048


TO: **Mr. Justin E. Oniot** - SAS/MAEd Extension Focal Person 
Ms. Judith M. Pacadar - Extension Staff
Mr. Jimber P. Cobar - Extension Staff
Mr. Kenn Mark M. Edulan - SAS Faculty 
Ms. Joie Mercybell F. Capitanea - SAS Faculty 
Mr. Glendell Iburan - SAS Student 
Ms. Cherry Mae Bendula - SAS Student 
Ms. Helen Talaba - SAS Student
Mr. Johnny Samonte - SAS Student
Ms. Jenna Ebin - SAS Student
Mr. Marjun Edulan - SAS Student
Mr. Jesthony Guira - SAS Student

You are hereby authorized to travel on Official Business, the details of which are as follows:

Place: JHCSC Official Station – Barangay Laperian, San Miguel, Zamboanga del Sur
 Inclusive Date/s: March 5, 2018
 Mode of Transportation: Service Vehicle
 Purpose: To conduct **Community Survey and Research**.
 Remarks: Official Time only.

It is understood that you shall submit a report upon completion of this travel and file your liquidation in the appropriate Appendix B for which you shall be held solely responsible.

Approved:


EDGARDO H. ROSALES, Ed.D.
President

CC: Concerned
HRMO
File



J. H. CERILLES STATE COLLEGE
Mati, San Miguel, Zamboanga del Sur

Office of the Extension and Community Services

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This Institution

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In this regard, the undersigned would like to request a vehicle to be used as transportation of selected SAS Faculty, Staff and Student.

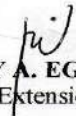
Your favorable consideration and approval is highly appreciated.

Very truly yours,

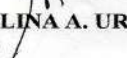

JASTIN B. ONIOT
SAS Extension Focal Person

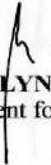
Noted:


JULIETA C. CEBRERO, PhD
SAS Dean



RICKY A. EGOS, MM-ITM
Extension Director

Recommending Approval:


ADELINA A. URSAIZ, MBA
SAO


MARY JOCELYN V. BATTUNG, Ph. D.
Vice President for Academic Affair

Approved:


EDGARDO H. ROSALES, Ed. D.
President



J.H. CERILLES STATE COLLEGE
Mati, San Miguel, Zamboanga del Sur
Office of the Community Extension Services

EXTENSION

Vision

JH CERILLES STATE COLLEGE is in the forefront of community development particularly at the Barangay level. As a leader institution, it is a vital force in the development of citizens who are capable of improving lives and its community.

Mission

JH CERILLES STATE COLLEGE being an educational institution is tasked to be a change agent in an identified community whose main thrust is to institute community and extension projects and out-reach services.

JHCSC TABANGE Extension Program

- T - Technology and Literacy Initiatives
- A - Agriculture and Fishery Education
- B - Barangay empowerment, good governance and legal assistance
- A - Alternative Strategies for Peace and Security
- N - Nutrition and Health Programs
- G - Generate income from livelihood activities and support
- E - Environment resource conservation and Protection

ATTENDANCE SHEET

Activity: Community Survey and Research
Venue: Laperian, San Miguel, Zamboanga del Sur Date: 3/5/18

Out Community Services-School of Arts and Sciences (SAS)

	Name	Position	Address	Contact no.	Signature
1	CAPTANERA, JOIE	I-1		091051869411	
2	Bendula, Cherry Mae Y.	Student		09101780594	
3	Edulan, Kern Mark M.	I-1		09125151228	
4	Talaba, Helyn D.	Student		09094976607	
5	Ebin, Jena B.	Student		09075638570	
6	Samonte, Shony D.	Student		09076190507	
7	Guira, Jonathan O.	Student		0995036904	
8	KOCUTAY, S. OYAS	Barry off	LAPERIAN		
9	Maria S. Agan	Body Con	LAPERIAN		
10	JHEROME G. LANDIHO	BK	LAPERIAN		
11	Jenny D. Gacofan	Kagawad	Laperian		
12	Felix A. Agan	Kagawad	Laperian		
13	MARIO S. GUATNO	Kagawad	LAPERIAN		
14	Ranin A. Tactalon Jr.	kag.	Laperian	09460738790	
15	KOCILIO ORDALAC	KAG.	LAPERIAN	09106975314	
16	Cobar, Timber	STAFF	Dinos		
17	Pacada, Judith	Ext. Staff	JHCSC-Main	0992795019	
18	MARIA L. Policarpio	auditor	JHCSC-main		
19	lopez Malaka B.	Staff	JHCSC-main		
20	Policarpio Mariza L.	auditor	JHCSC main		
21	Ceto, Roxanne	Marketing	JHCSC Main		
22	Alcantarillas, Norasha P.	Student	JHCSC Main	09158099168	
23	Canete, Ronelyn A.	Student	JHCSC Main	09074151100	
24	Dumag, Marilyn N.	Student	JHCSC main	09106587607	
25	Asilum, Maricar T.	Student	JHCSC main	09106337142	
26	Basilan, Margeryo	"	"	09106337	
27	Calangog, Shyan A.	"	"	09106988913	
28	RUPE, APPLE	Student	"	0910781472	
29	PABULLO, Rowena B.	"	"	09108876171	
30	del Rosario, Luchina B.	Student	JHCSC Main	09101669570	

RICKY A. EGOS
Extension Coordinator



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Activity: Community Survey and Research
Venue: Laperian, San Miguel, Zamboanga del Sur Date: 3-5-18

Community Services-School of Arts and Sciences (SAS)

	Name	Position	Address	Contact no.	Signature
31	EDULAN, MARJAN A.	Student	JHC	09300164331	
32	Quimada, Lency	Student			
33	Hernandez, Judy Ann	Student			
34	Tapanahan, Riza	Student			
35	Villaganap, Carie Jane	Student			
36	Tumbaga, Benjamin	Student			
37	Dumag, Johnny	Student			
38	Beddingings, Jodel	Student			
39	Konle, Jay Ann	Student			
40	Sison, J. Real	Student			
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Community Services-School of Arts and Sciences (SAS)

	Name	Position	Address	Contact no.	Signature
31	Edwan, Maroun A.	student		09200186381	[Signature]
32	Quimada, Lency	Student			[Signature]
33	Fernandes, Judy Ann	Student			[Signature]
34	Tapanahan, Kisa	Student			[Signature]
35	Villapanas, Larie Jane	Student			[Signature]
36	Tumbaga, Benjamin	Student			[Signature]
37	Pupang, Johnny	Student			[Signature]
38	Martina, Del	Student			[Signature]
39	Asalle, Jay Ann	Student			[Signature]
40	Sarcom, Jesreal	Student			[Signature]
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	Name	Position	Address	Contact no.	Signature
1	CAPITANEJA JOIE	I-1		0910518604411	[Signature]
2	Bendula, Cherry Mae Y	Student		09101790594	[Signature]
3	Eduvan, Kenn Mark M	I-1		09125451728	[Signature]
4	Talaba, Helyn O.	Student		090904978807	[Signature]
5	Ebin, Jean B.	Student		09073688537	[Signature]
6	Sanonbe Johnny D.	Student		09070190509	[Signature]
7	Guico, Justhony O.	Student		09075036904	[Signature]
8	Macatangay S Ojas	Brngy capt			[Signature]
9	Maria S. Agan	Brngy kag	Laperian		[Signature]
10	MARION G. LANDATA	Brngy kag	LAPERIAN		[Signature]
11	Jerry P. Gootano	Brngy kag	"		[Signature]
12	Felix A. Agan	Brngy kag	Laperian		[Signature]
13	MARIO S. LEONARDO	Brngy kag	LAPERIAN		[Signature]
14	Ramon A. Tactacan Jr.	Brngy kag	Laperian	09964787441	[Signature]
15	ROGERIO L. COMBALAN	Brngy kag	Laperian	091264775319	[Signature]
16	Coban, Jimbor	staff	Dinas		[Signature]
17	Pacadar, Judith M.	ext-stuff	JHCSC Main	0992795619	[Signature]
18	MARIZA L. Pollicarpio	auditor	JHCSC MAIN		[Signature]
19	Ueto, Roxanne	Planning	JHCSC MAIN		[Signature]
20	lopez, Malika B.	staff	JHCSC-main		[Signature]
21	Pollicarpio Mariza L.	auditor	JHCSC MAIN		[Signature]
22	Coñete, Ronelyn M.	Student	JHCSC Main	09091151100	[Signature]
23	Dinarig, Marilyn N.	Student	JHCSC main	09106287647	[Signature]
24	Asilum, Manzar T.	Student		09106237142	[Signature]
25	Basolan Margelyn	student	JHCSC Main	091078322988	[Signature]
26	APPE, APPLE JHAMES S.	"	"	09103881670	[Signature]
27	PABILLO, Rowena O.	"	"	091028876171	[Signature]
28	Cebangop, Jhram H.	"	"	09106938913	[Signature]
29	deRamos, Lina Aurora D.	Student	JHCSC Main	091078322988	[Signature]
30	Balang, Luiza M.	Student		091078322988	[Signature]

RICKY A. EGOS
Extension Coordinator