



ANNUAL REPORT

July 2016 to June 2017

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SMALL ISLANDS PROGRAM

HEALTH

a. Annual Health Caravan

- The 11th Annual Health Caravan was held last week of May 2017. It covered the three barangays of Manamoc, Algeciras and Diit Islands. Diit Island was chosen for this year's caravan over Brgy. Concepcion in keeping with ASF's commitment with the Office of the Vice President when the VP visited Diit Island last November 04, 2016.
- The mission team composed of 21 volunteer- doctors specializing in Dental, Pediatrics, Ophthalmology, Otorhinolaryngology (ENT), Family Medicine, Internal Medicine, Surgery, OB- Gynecology, Emergency Medicine and Dermatology.
- 3,483 medical services were rendered to 2,847 patients.
- Thank you to our major donors:
 - West Villa Property Holdings
 - Pamalican Island Resort Inc./Amanpulo
 - Island Aviation, Inc.
 - DOH Region IV-B
 - Uni-Lab Foundation/Order of Malta/Macro Pharma

Quantitative Results of the Caravan

Medical Services	No. of Services rendered in Brgy. Diit	No. of Services rendered in Brgy. Algeciras	No. of Services rendered in Brgy. Manamoc	TOTAL
1. Pediatric Consultations	164	245	280	689
2. Adult consultation	204	236	150	590
3. Derma Consultations	38	119	108	265
4. Eye Check-ups	169	205	165	539
5. ENT Consultations	38	35	50	123
6. Pap Smear	26	27	32	85
7. General Ultrasound	55	38	25	118
8. OB- Gyne Ultrasound	28	37	34	99
9. Pre-natal Check-ups	5	22	16	43
10. Minor surgery	22	20	28	70
11. ECG	61	23	42	126
12. Dental Extraction	111	183	149	443
13. Dental Preventive	72	48	58	115
14. Circumcisions	32	50	33	115
TOTAL	1,025 Services	1,288 Services	1,170 Services	3,483 Services

No. of Services rendered Per Patient	No. of Patients	No. of Patients	No. of Patients	Total No. of Patients
One	688	966	757	2,411
Two	117	119	117	353
Three	22	12	36	70
Four	1	3	6	10
Five	1	0	2	3
TOTAL	829	1,100	918	2,847









Pedia Consultations





Eye Care and free reading glasses





ENT check-up





Tooth extractions





Tooth extractions

Tooth preventives





Minor surgeries





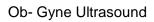
Pre-natal check ups

Papsmear





ECG Tests







General Ultrasound

Distribution of free over-the-counter medicines and vitamins



Circumcisions





Learning session on oral hygiene for children



Doctors, volunteers and ASF Staff

b. TB-DOTS Program

- Continuing operation of TB-DOTs Satellite Laboratory in Quiniluban. As a result of this year's continuous Information, Education and Communication advocacy (conducted 15 island-wide sessions attended by 215 individuals), 205 suspected patients voluntarily submitted for Sputum test.
- 57 came out positive and after 6 months of daily treatment, 40 were declared medically cured.
- Aside from the Advocacy efforts, three Barangay Health Stations also referred 240 individuals who underwent sputum test where another 45 came out positive. Since then, they are undergoing a 6-month treatment. They are being closely monitored by Rural Health Midwives.





c. Nutrition Program

- Supplementary Feeding
- 1. Community-based Supplementary Feeding



• Supported 232 underweight children from 6- month old to 5 years old during the year. At the end of six (6) months, 48% or 112 children returned to their normal body mass index while 52% remained underweight.

2. School-based Supplementary Feeding

- In partnership with 4 Elementary Schools, ASF supported 235 children all of them were classified as Underweight. After 6 months of providing daily supplemental meals, 145 had achieved their normal weight level.
- Feeding activities are continuing specially to help normalize the remaining underweight children while stabilizing those who have reached the normal weight level.



3. Food Always In The Home – Organic Vegetable Production

- Homes of 257 out of 467 malnourished children enrolled in ASF's Supplementary Feeding Program both Community-based and School-based actively participating in the effort.
- ASF had enlisted the assistance of 29
 Health Volunteers from Concepcion and
 Algeciras to distribute seeds of camote
 tops, ampalaya, okra, alugbati, patola, sili,
 kalabasa, saluyot, malungay, pechay and
 radish.
- The Volunteers also helped monitor households assigned to them particularly those whose children are recipients of the supplementary feeding.
- 1,196 households in Quiniluban are maintaining their backyard garden.
- Parents of malnourished children enrolled in ASF's Supplementary Feeding Program both Community-based and School-based are required to plant backyard vegetables.



d. Potable Water System (Level 2)

1. Manamoc

- Pipelines of the Water System was successfully repaired and improved
- Continuous operation of water project through Barangay Water Services Association (BAWASA) of Brgy. Manamoc resulted to P96,461.00 earnings
- Currently servicing 234 out of 346 households in Poblacion area
- No water-borne diseases reported during the period

2. Agutaya Poblacion

- Continuous operation of the water system in Agutaya town proper
- No water borne diseases occurred during the period
- Total earnings of PhP33,000 (Cash on Hand) plus P195,493.28 (Cash on Bank)

3. Concepcion

 Funded by DILG, the water system has provided the island with potable water managed by a Water Service Association organized by ASF

4. Algeciras

 Also funded by DILG's "Salin-Tubig" program, the water system serves the potable water requirement of the Barangay. It is not functional however, during summer months as the identified well by DILG Contractors dries up. It only operates during rainy season.

5. Diit

- ASF in partnership with Diit Barangay Council and the LGU submitted a proposal for the construction of Level 2 water system. The proposal has been approved in principle by the DOH Region MIMAROPA pending results of the water testing done last July 2017 by the latter's Sanitation Engineers.
- We were informed that ASF is considered by DOH Regional Director to award the funds instead of the LGU and/or BLGU. The intent is being reviewed by the legal group of DOH.





DOH sent 2 of its Sanitation Engineers to do the inspection and water analysis on site.



- e. Reproductive Health and Family Planning
 - More couples are being educated on Family Planning thus, users increased from 387 to 412 this year.
 - Family Planning commodities are made available for free by the Municipal Health Office thru Barangay Health Stations.
- f. Strengthening Leadership and Governance in Health
 - This health initiative has been started in partnership with Zuellig Family Foundation (ZFF). Two years after the completion of the project by ZFF, ASF sustained its implementation noting the following successes:
 - 1. Ensure a functional Health Information System
 - Regular updates on the Health Data Board in 10 Barangays sustained
 - Ensured Record-keeping on basic health statistics such as Maternal and Infant Mortality Rate; Nutrition; Family Planning & Reproductive Health, Facility-based Delivery and TB Incidence

- 2. Capacity-building of leaders at the Municipal and Barangay levels
 - The current Mayor of Agutaya volunteered to undergo re-training on Health Leadership Training by DOH MIMAROPA
 - (We are glad to note that the Mayor of Cuyo has signed-up to undergo the training to be conducted by DOH MIMAROPA
 - Results of advocacy efforts to increase health budget at the barangay levels:
 - During the period, 9 out of 11 target barangays in Magsaysay had agreed to increase the health budget (range of increase is between 1% to 1.5% of the Barangays' IRA)

3. Infrastructures

- ➤ In coordination with Barangay Health Board (BHB) and Village Councils in assisted barangays the following Village Health Stations have been converted into Birthing Facilities:
 - o Barangay Algeciras construction is on-going
 - Barangay Concepcion construction is on-going
 - o Brgy. Villa Fria construction completed
 - Brgy. Villa Sol construction completed
- Budget for the repair and construction came from the allocation for Health Program from LGU's Annual Budget
- 4. Sustained Health Activities particularly addressing Maternal and Child Health
 - ➤ In Magsaysay, the annual "Buntis Congress" was held and attended by 74 pregnant mothers. The Congress is aimed at providing basic information to pregnant mothers on how take care of themselves and their babies during and after pregnancy. As a result,
 - 100% of birth deliveries are already Facility-Based
 - Zero (0) Maternal and Infant Mortality Rate within the period
 - In Agutaya
 - Recorded 1 Infant death at birth due to tetanus neo-natorum
 - In Manamoc
 - Recorded 1 Maternal Death due to Hypertension

g. Project Launching and Training of Midwives and Barangay Health Workers on Safe Delivery Application



• In partnership with Maternity Foundation and DOH MIMAROPA, 59 Rural Health Midwives and Barangay Health Workers in 3 Municipalities were trained on the use of Safe Delivery App as a mHealth Tool for Basic Emergency Obstetric and Newborn Care (or BEmONC).

- As a result of the training:
 - ➤ 2 cases of deliveries in Magsaysay a mother with hypertension during delivery and another with profuse bleeding after delivery were safely assisted by midwives using the step-by-step guidelines provided in the Safe Delivery App.
 - ➤ Instead of bringing the patients to an OB-GYNE and/or Rural Health Unit, both mothers safely delivered at the Birthing Clinic in their Barangays















Education Program

a. Technical-Vocational Scholarship at Dual Tech





- Through a scholarship grant, ASF has assisted to date a total of 42 (representing 3 batches) Technical-Vocational Scholars (Out-of-School Youth [OSY]) from the small islands of Manamoc, Concepcion, Algeciras Islands and a few from mainland Cuyo.
- Of the 43 OSY assisted, thirty-two (33) had graduated from a 2-year Electro-Mechanic Course.





- Of these 33, majority are now regularly employed by various companies where they had their OJT in various parts of Metro Manila, Bulacan and Laguna;
- Two (2) are processing their Passports to work abroad and;
- Two (2) have applied for employment in Amanpulo and are just waiting for the latter's advice

Ten (10) students had stopped their schooling/OJT with varied reasons (such as: transfer of family's residence from Quiniluban to Mindoro; removed from school due illness; working at Amanpulo and/or in a fishing company and pursued college education).

b. Academic Scholarship





- in 2014 is now working in Island Aviation Inc.
- First scholar from Manamoc who graduated The 2nd Scholar graduated last March 2015 is now working in a Wine Company.



- The 3rd Scholar is now in her 3rd year in Lyceum of the Philippines University taking up BS Psychology.
- No new scholar for the last two years due to the implementation of Senior High School Curriculum

c. Pre-school Program

During the period, only one (1) preschool center with 16 pupils in Sitio Edupoy, Brgy. Algeciras remained under ASF supervision. With the inclusion of Kindergarten Education under DepEd's K-12 Enhanced Basic Education Curriculum, this will be the last batch that ASF will handle after 17 years of program implementation.







On another hand, ASF maintained its support 40 Kindergarten in Manamoc and 229
Day Care children from assisted 4 Day Care Centers in Quiniluban by providing school
supplies at the beginning of the school year. ASF has no management/supervisory
function on these Centers.

d. Sports Equipment

➤ 14 Elementary and High Schools within 8 barangays (Manamoc, Algeciras, Concepcion, Diit, Agutaya Central, Suba, Pawa & San Carlos) were provided with Sports equipment for baseball, softball, basketball and soccer donated and facilitated by an Amanpulo Guest.





e. Adopt-A-School Project – Manamoc Senior High School Tech-Voc Course





- Initial involvement of ASF in Manamoc National High School (MNHS)- Senior High School Tech-Voc Course
 - Facilitated/assisted the School in establishing a partnership with PRI-Amanpulo for the former's requirement of an industry partner where its SHS students can do their practicum particularly on the Housekeeping Course.
 - ASF is party to the Partnership Agreement also signed by Amanpulo and the School







- ➤ The regular implementation of Senior High School Curriculum was School Year 2016-2017. The Manamoc SHS however, started its implementation one-year ahead (2015-2016) of the national schedule under the concept of developing K-12 model schools that may help generate learning experiences to develop different modalities for the implementation of Grades 11 and 12 in the secondary level.
- Of the 10 high schools in Palawan chosen for the early implementation of SHS, only Manamoc pursued the actual implementation not only in Palawan but the Region in MIMAROPA.
- As a result,
 - 1. 30 SHS students went on to do their practicum in Amanpulo
 - 2. 29 Graduated from Senior High School last April 03, 2017







- 3. 27 took the required National Certification (NC) 2 from TESDA
- 4. 100% passed the Certification process conducted by an Asian Assessor sent by TESDA to Manamoc.





- With the initial success of Manamoc SHS implementation, DepEd Regional and Division Offices decided to tailor-fit the Tech-Voc Course offering of the School with that of its existing Industry Partner in the locality by way of mandating a full-blown tourism course implementation. As such, are the following:
 - 1. Housekeeping
 - 2. Cookery
 - 3. Food and Beverage
 - 4. Baking: Cakes and Pastries
- 5. Carpentry
- 6. Tour-Guiding
- 7. Front Office Management
- 8. Core Learning Areas (EnSciMa) with Contemporary Issues
- However, the lack of resources such as qualified manpower to teach tech-voc courses, infrastructures to support students' practical learning thru the use of laboratories, insufficient learning materials and incomplete course curriculum, DepEd expressed the need of help/support from the private sector to fully realize the implementation of its SHS Curriculum.
- > On another hand, the country's tourism industry is rising and with the increasing local and foreign visitors the industry needs to enhance its tourism services and therefore it needs people.
- Aware of the present and future needs of the school vis-à-vis the uptrend in tourism industry supporting Manamoc SHS enhance its education and training program is a perfect fit and a logical way to move forward.
- ➤ ANSCOR and its business partners and friends thru ASF decided to support the following SHS Tech-Voc Course Program Components:
 - 1. Tech-Voc Laboratory Building Construction for the following SHS Tech-Voc Courses: Housekeeping, Cookery, Bread and Pastries and, Food & Beverage
 - 2. Establishment of Learning Resource Center (LRC) complete with soft and hard copies of learning materials
 - 3. Enhancement of Tech-Voc Curriculum thru consultations and workshops

- Projected Budget Requirement
 - 1. Laboratory Construction PhP10.0 Million
 - 2. Establishment of LRC, Learning Materials, Curriculum Enhancement, Furniture and Fixtures of Labs and Operation/Overhead PhP5.0 M
- Project Status:
 - Project Launching and Ground-Breaking held last June 10, 2017 at the High School Compound













- Building lay-out and staking was finalized also by June 10
- Construction is on-going, now on its third month









- For the establishment of the Learning Resource Center, the School made good of its commitment to allocate one brand new classroom for the purpose. An official communication from the Office of the Division Superintendent supported the allocation of the classroom.
- Funding Status and Sources:
 - 1. Actual Receipts: Cash
 - > ANSCOR released PhP5.0 M
 - Txanton Company and St. Joseph Foundation committed to donate PhP5.0 M; already released PhP2.2 M; remaining commitment will be released in tranches until November 2017.
 - > ICTSI Foundation donated PhP5.0 million

2. Pledges

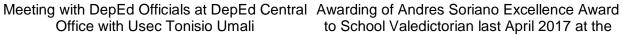
- Villa Owners in Pamalican Island is estimated at PhP2.0 M
- Plans to invite other villa owners to similarly donate for the school

3. In-kind Donations

- Mariposa Foundation, Inc. – 148 pcs. long span GI Sheets for the roofing requirement of laboratories
- Phelps Dodge PEPC- 22 boxes of Electrical Wires
- Seven Seas Resorts unused/excess/secondhand furniture/fixtures/construction materials stored at Pamalican Site etc.
- Excell removal of profit from the construction works (charges only actual cost of labor)
- Landscaping Consultant Professional Fees
- Electrical Engineering Consultant Professional Fees
- Community Bayanihan (sweat equity) Counterpart during the initial stage of construction

Other Education Initiatives







to School Valedictorian last April 2017 at the Andres Soriano Memorial Elem. School in Roxas, Palawan

3. Livelihood

a. Social Enterprises

- Delivery of Local Produce (Meat, Vegetables and similar products) to Amanpulo
 - During the period, the Manamoc Livelihood Association generated gross sales of PHP 5,660,020.00 with gross earnings of P 629,396.00 from the local produce sold to the Resort.
- Sustainable Livelihood Activities

1. Vegetable Gardening

- ➤ 1 group of farmers consisting of 22 members was formed in Brgy. Manamoc. ASF assisted the group in purchasing seeds and now they are cultivating their own gardens.
- ➤ 47 individuals including the 22 members of Farmers Group in Manamoc were trained on organic and urban gardening provided by Municipal Agriculture Office of Cuyo. 300 seedlings of Rambutan and Citrus were distributed to the farmers.
- 2 Manamoc famers replicated the Vermin-Culture project and prepared their compost for their vegetable farms
- Another Farmers' Group in Agutaya has also been re-organized and are now actively engaged in vegetable farming.

2. Seaweeds Production

- > Seaweed Production and Buying Project is sustained and has generated gross sales of PhP1,435,397.00 from its 83 growers as of February 2017.
- Provided capital fund to purchase seedlings of its 79 members at PhP1,000 each.





Quiniluban Seaweed Farmers Development Congress March 13-15, 2017 at Brgy. Concepcion, Agutaya

3. Pandan Weaving

- > 1 group of Handicraft Weavers in Brgy. Canipo, Magsaysay was formed
- Trained 40 local weavers and handicraft makers from Canipo, Magsaysay and Diit, Agutaya on Beach bag and Beach hat weaving and finishing in partnership with Department of Trade and Industry Region IV-B.







- ➤ 48 active handicraft weavers (16- Canipo, 6- Diit, 6- Lubid and 20-Manamoc) are earning through production of Pillows, boxes, and other items made from Pandan Leaves sold to Amanpulo and Balikbayan Handicrafts with a total of PhP 280,295.00 worth of orders from July 2016 to June 2017. PhP146,459.50 of which was from Amanpulo
- This year, additional 44 weavers were trained and committed to join in the organization of weavers

- Capacity Building for Livelihood Groups:
 - 2-day training on Basic Bookkeeping and Financial Management was attended by members from Manamoc and Agutaya Water Management Council, SLP Seaweed Organization, Manamoc Livelihood Association, Manamoc Electrification Associaton, Barangay Council of Manamoc, Church, and Schools. ASF Accountant conducted the training.





b. ASF Demo Farm and Replication

- 17 kinds of crops were maintained at the Demo Farm. These are: Banana,
 Malunggay, Papaya, Patola, Lemon Grass, Tomato, Eggplant, Pepper, Squash,
 Condol, Okra, Upo, Sitaw, Alugbati, Camote Tops, Camote crop and Raddish
- Sustained operation of Organic and Broiler Chicken Raising
- 9 Azolla Ponds were established and maintained and 2 more were prepared to be used as feeds and/or fertilizer for Agri-Poultry. Two (2) local residents of Manamoc replicated the project.





c. ASF - DSWD Joint Sustainable Livelihood Planning Workshop









4. Environment

a. Marine Protection

- Marine Sanctuaries
 - > Sustained management and protection activities in 11 Fish Sanctuaries across three (3) municipalities of Cuyo, Agutaya and Magsaysay

• Coral Reef Monitoring and Fish Visual Survey

	Comparative Result of Live Coral Cover in %		Result of Fish Count Survey			
Site			Volume		No. of Species	
	Current Year	Last Year	Current Year	Last Year	Current Year	Last Year
Manamoc (Island Brgy.)	69.5%	69%	3,080	1,115	28	21
Villa Sol (Coastal Brgy)	52%	40%	1,556	708		
Diit (Island Brgy)	50%	52%	1,613	519		
San Carlos (Coastal Brgy)	67%	65%	7,277	6,654	19	14
Balaguen (Coastal Brgy)	78%	77%	3,180	3,147	18	25
Emilod (Coastal Brgy)	50%	30%	1,385	668	14	17
Lucbuan (Coastal Brgy)	79%	75%	893	895	12	15
Rizal (Coastal Brgy)	50.5%	51%	190	348	10	8
Canipo (Island Brgy.)	57.5%	57%	4,390	2779	17	17
Cocoro (Island Brgy.)	62%	60%	1,263	908	15	12

- Patrol & Surveillance Activities
 - ➤ Total hours logged for Patrol and Surveillance activities across all MPA sites was 13,200 hours lower compared to last year's 13,660.
 - ➤ This resulted to 10 apprehensions due to illegal entry within the MPA core zone, fishing using mesh/fish nets, hook-and-line, compressors and spears. Collected fines worth P35,500 in Brgy. San Carlos and Canipo.



Mangrove Protection

➢ 6 mangroves planting activities were conducted and planted 8,373 mangrove propagules in 6 assisted barangays.





• Coastal Clean-up Activities









- Coastal clean-up has been a regular community activity in many assisted coastal and island communities and has been institutionalized by some.
- For the period, 8 communities held the annual activity participated by 1,184 community residents. Barangays Algeciras in Agutaya, and Rizal and Lucbuan in Magsaysay also conducted the activity as part of the community services required from 4Ps beneficiaries.

Assisted Barangays	No. of Participants	Non- Biodegradable Wastes Collected	Length of Shoreline
Manamoc	974 pax	230 kg	6km
Algeciras	Conducted monthly by 4Ps beneficiaries		
San Carlos	133 pax	187 kg	3.5 km
Rizal	143 pax	95 kg	3.5 km
Canipo	58 pax	40 kg	2 km
Cocoro	34 pax	60 kg	4 km

Assisted Barangays	No. of Participants	Non- Biodegradable Wastes Collected	Length of Shoreline
Balaguen	269 pax	115 kg	4 km
Emilod	39 pax	16 kg	1.5 km
TOTAL	676 pax	513 kg	18.5 km

b. Solid Waste Management

- Waste Segregation
 - 278 HH or 60% of 464 HH are practicing waste segregation in Brgy.
 Manamoc
 - Continuous advocacy on the use of cloth/grocery bags for groceries is ongoing in 4 Poblacion Barangays of Cuyo

c. Harnessing Natural Energy Source

- Niwa Solar Lamps and Suitcases from Solar Energy Foundation and Panasonic are continuously being utilized by MPA Management Teams, Midwives and Barangay Health Workers (BHWs), Barangay Police and public schools.
- 4 units of new Solar Suitcases were installed in Brgys. Caponayan, Balading, Alcoba & Canipo are well functioning. They are being used for pre-natal services, birth deliveries and medical consultations.

Capacity Building Activities for Environment Protection

Type of Activity	Description
Organizational Manag Training	 Basic Training on Organizational processes such as preparation of minutes for meetings and Dos and Donts for leaders were held to 8 MPA Management Teams and 7 Fisher folk Organizations
Input Sessions or Orice on MPA Management Leadership	•
Formation of MPA Management Board	 2 MPA Management Boards with Multi-sectoral representation were formed are organized .
IECs on Coastal Resormanagement and Sol Management	

	Type of Activity	Description
5.	Updating of MPA Management Plan	• 2 Management Plans for Brgy. Manamoc and San Carlos in Cuyo were updated. MPA ordinance was amended and included community service as one of punishments for offense for those who cannot pay fines.
6.	Solid Waste Management Ordinance	 1 Solid Waste Management Ordinance in San Carlos was passed.

VISITS of Donors, Partners & Guests

- · Representative of Share Foundation visited Manamoc, Cuyo and Algeciras, Agutaya
- Representative of Seacology in Brgy. San Carlos, Cuyo and Brgy. Canipo, Magsaysay
- Visit of Vice President Leni Robredo in Brgy. Diit, Agutaya

CANCER CARE PROGRAM

1. Chemo Medicine Assistance

 ASF continuously supports the maintenance medication of 52 Breast Cancer Patients through an annual donation of PhP200,000 to Cancer Institute. The fund comes from income of the Perpetual Cancer Fund managed by the Philippine Cancer Society.

2. Oncology Fellowship Program

 As fund conduit, ASF received PhP1,450,550 from five (5) Pharmaceutical Companies to support a two-year oncology fellowship for seven (7) medical doctors specializing in medical oncology.

3. Patients Referrals to Cancer Institute

 During the year, ASF referred 11 patients to Cancer Institute/Philippine General Hospital for medication and/or treatment

DONORS AND PARTNERS

Organizations/ Government Agencies:

- 1. A. Soriano Corporation
- 2. Mr. Andres Soriano III
- 2. West Villa Property Holdings, Inc.
- 3. Phelps Dodge Phils. Energy Products Corp.
- 4. Pamalican Resort, Inc.
- 5. Island Aviation, Inc.
- 6. Pilmico Foods Corp.
- 7. Almavida Holdings, Inc.
- 8. St. Joseph Foundation, Inc.
- 9. Share Foundation, Inc.
- 10. Department of Health Region MIMAROPA
- 11. Order of Malta
- 12. United Laboratories, Inc.
- 13. Macropharma Corp.
- 14. NBA Hongkong
- 15. Gamba Sports
- 16. Philippine Cancer Society
- 17. Pascual Pharma Corp.
- 18. Goodfellow Pharma Corp.
- 19. Astrazeneca Pharmaceuticals Phils. Inc.
- 20. SM Mall of Asia Marketing Dept.

Individuals/ Amanpulo Guests:

- 1. Rufo B. Colayco
- 2. Juan Miguel Gabriel Colayco
- 3. Max Fu and Family
- 4. Benjamin Garcia
- 5. Nancie M. Villaflor
- 6. Guy Robert Strapp
- 7. Dana Kristen Koh
- 8. Berkeley Levin Goldschmidt
- 9. Burcu Sahmali
- 10. Mr. Christian Bronstein & Steven Bell

INSTITUTIONAL MANAGEMENT AND GOVERNANCE

1. Personnel & Staffs:

a. Current:

➤ Core Staff: Pasay Office – 5 Personnel

Field Office - 4

Project-based Staff: Field Office – 7

Contractual: Pasay Office – 1

Field Office - 2

b. Approved for Hiring

- Assistant Executive Director
 - > Status: Candidate withdraw her application for the position due to nature of work that entails field work
 - Looking for a replacement candidate
- Project Manager to manage the operation/utilization of SHS Lab buildings for the first 3 years of operation
 - > Status: Candidate is on stand-by for interview;
 - Qualification: With NC4 from TESDA; Expertise is on Housekeeping
 - > Target Date of Hiring: December in time for the completion of the construction

c. Proposed for Hiring

• Field Office Position - Program Officer for Organizing Enterprise Development

2. Governance Manuals:

- Review and updated Manuals on Operation; Personnel and Admin
- Currently working on the Risk Management Manual
 - > File and Data Management
 - Travel and Transportation Accidents
 - > Flood
 - > Fire
 - Robberies In and Out of Office

3. NGO Certification

- Secured from Philippine Council for NGO Certification (PCNC) a 5-Year Certification of Good Governance and Seal of Good Housekeeping
- PCNC endorsed ASF to BIR for 5-Year Donee Institution Status

- BIR has finally released ASF's Re-Validated Tax Exemption Certificate (after almost 4 years from date of application)
- 4. Network Memberships and other Institutional Partnerships
 - Sustained active membership with 5 NGO Networks through attendance in important activities, submission of required reports, etc.
 - Established Partnership with the Office of the Vice President for Agutaya Economic Development Program
 - Sustain partnership with Dual Tech for Tech-Voc OSY Scholarship Program
 - Established partnership with Maternity Foundation from Copenhagen, Denmark
- 5. Licenses, Accreditations and Partnerships with Government Agencies
 - Department of Social Welfare and Development
 - Active Registration and License to Operate
 - Sustainable Livelihood Program with MOA
 - Department of Health Health-related Projects
 - Department of Education Adopt-a-School Program with MOA
 - Department of Trade and Industry Livelihood Training and Resource
 - Technical Education and Skills Development Authority (TESDA)
 - Palawan Provincial Government Accreditation
 - LGUs of Cuyo, Agutaya and Magsaysay Accreditation

Data/Information supplied by 3 Field Offices (Manamoc, Agutaya and Cuyo) Reviewed/Validated and Consolidated by Pasay Office