



Document Code:	QF-HRDO-03	Revision Number:	03
Effectivity Date:	February 3, 2022		

IN-SERVICE TRAINING (INSET) DESIGN

2022
(YEAR)

I. Program Profile

Title	BSU 2022 18-Day Campaign to End Violence Against Women "UNiTEd for a VAW-free Philippines."
Purpose	Over two years after the enactment and approval of the IRR of the Safe Spaces Act, there is a need to intensify awareness raising on the core provisions of the law, the penalties, and mechanisms in place as the country continues to fight the COVID-19 pandemic which breeds various forms of VAW, especially online with many spending their time in the digital realm. Thus, the 2022 18-Day Campaign to End VAW shall spotlight on RA No. 11313
Legal Bases (Regulatory / Statutory Standards)	<ul style="list-style-type: none"> •RA 9710 – Magna Carta of Women •CHED Memo 2015-01- Gender Mainstreaming in HEIs •RA 11313
Date of LEAD Activity	November 25- December 12, 2022
Venue	<ul style="list-style-type: none"> •BSU La Trinidad, Benguet •BSU Buguias, Abatan Road, Buguias, Benguet •BSU Bokod, Daclan, Bokod, Benguet
Participants	BSU- Faculty and non-teaching employee, officials
Learning Service Provider/s	<ul style="list-style-type: none"> •Atty. Matias C. Angiwan Jr. CAO, Administrative Services Division •Atty. Reynante B. Basco Chief, Legal Office
Expected Outputs	<ul style="list-style-type: none"> •Increase awareness of personnel on National Women's Month Celebration •Empowered personnel and students to advocate GAD
Fund Source	GAD Fund

LEARNING METHODOLOGY: Tick the method (based on the 70-20-10 learning principle) to be applied in the INSET

70	20	10
<input type="checkbox"/> Workshop	<input type="checkbox"/> Peer assist	<input checked="" type="checkbox"/> Lecture
<input type="checkbox"/> Problem-Solving	<input type="checkbox"/> Coaching	<input checked="" type="checkbox"/> Discussion
<input type="checkbox"/> Case Analysis	<input type="checkbox"/> Gallery-walking	<input type="checkbox"/> One-on-One
<input type="checkbox"/> Group Dynamics	<input type="checkbox"/> Small Group Discussion	
<input checked="" type="checkbox"/> Experiential Learning	<input type="checkbox"/> Demonstration	
<input type="checkbox"/> Others:		

IMPORTANT: Other Requirements:

- __ Learning Design (QF-HRDO-03)
- __ Travel order (QF-HRMO-01, if necessary)
- __ Engaging Learning Service Provider (QF-HRDO-17)
- __ Evaluation Form (QF-HRDO-18)
- __ Accomplishment Report (QF-HRDO-23)
- *** Follow Procurement Protocols

TARGET COMPETENCIES			
CORE	ORGANIZATIONAL	LEADERSHIP	FUNCTIONAL/TECHNICAL
'STeP'	'STRIVE'	'SERVE'	KSA to Do the Job
Self-management skills <input type="checkbox"/> Stress management <input checked="" type="checkbox"/> Appreciative inquiry <input type="checkbox"/> Achievement orientation	<input checked="" type="checkbox"/> Social responsiveness <input type="checkbox"/> Team player <input type="checkbox"/> Research-orientedness <input checked="" type="checkbox"/> Inclusiveness <input type="checkbox"/> Values-driven (CARING TEAM) <input checked="" type="checkbox"/> Excellent workmanship	<input type="checkbox"/> Systems thinking/strategic and creative <input checked="" type="checkbox"/> Engaging stakeholder's in leading change <input type="checkbox"/> Robust building of network / Partnerships <input type="checkbox"/> Valuing performance and coaching <input type="checkbox"/> Enabling a high performing organization	Knowledge: Safe Spaces Act Gender Based Violence Skills: Attitude:
Technical <input type="checkbox"/> Records Mgt., <input type="checkbox"/> Computer Skills <input type="checkbox"/> Communication Skills			
People Skills <input type="checkbox"/> Interpersonal Skills <input type="checkbox"/> Service Delivery <input type="checkbox"/> Knowledge Sharing			

To be accomplished by HRDO Personnel

LEAD INSET Request Form received and recorded by: Janice 3:47pm 11/10/22

INSET ACCOMPLISHMENT REPORT SUBMISSION DUE DATE: December 26, 2022



Document Code:	QF-HRDO-03	Revision Number:	03
Effectivity Date:	February 3, 2022		

IN-SERVICE TRAINING (INSET) DESIGN

II. Rationale

Pursuant to Proclamation 1172 series of 2006, November 25 to December 12 is annually declared as the 18-Day Campaign to End Violence Against Women (VAW). Through Republic Act 10398 (2013) November 25 of every year is the National Consciousness Day for the Elimination of Violence Against Women and Children. The 18-Day Campaign to End Violence Against Women to emphasize that VAW is a human rights violation, and thereby, raise awareness on gender-based violence as a human rights violation, and to ensure better protection for survivors/victims of violence.

In support to the Worldwide Campaign, BSU adopts on the new recurring banner **"UNiTEd for a VAW-free Philippines."** This theme aims to highlight the powerful impact of combining individual efforts towards a collaborative and united thrust towards a VAW-free Philippines. (<https://pcw.gov.ph/2022-18-day-campaign-to-end-violence-against-women>)

III. Objectives

The 2022 campaign will highlight the strides made in anti-VAW efforts in line with the Philippines' 20th year of participation in the 16 Days of Activism Against Gender-Based Violence. In 2002, the Philippine government joined this global campaign with the call to action to immediately pass the Anti-Trafficking in Persons Act. Republic Act 9208 was enacted in 2003. The succeeding years of the campaign became instrumental in advocating for the passage of other anti-VAW laws and promoting or popularizing the same. This includes the enactment of the Anti-Violence Against Women and Their Children Act or RA 9262 in the year 2004, the adoption of RA 9208 and RA 9262 Implementing Rules and Regulations, and the creation of Inter-Agency Councils and Committees and the national, regional, and local levels to oversee the popularization and implementation of the laws.

With this milestone, this year's campaign also aims to gain insights as to where the country is in understanding and acting on VAW. The major activities will endeavor to gauge the awareness of citizens on VAW and its forms and manifestations as well as underscore the gains attained in the journey towards a VAW-free community.

The 2022 18-Day Campaign to End VAW aims to:

1. Promote awareness on the forms of violence women and girls experience, provide information on the laws protecting women and girls, and feature VAW-related services that people can access and avail;
2. Gather insights on the general public's level of awareness on VAW, specifically on the Anti-Violence Against Women and their Children Act (Republic Act 9262), Safe Spaces Act (Republic Act 11313), and the Expanded Anti-Trafficking in Persons Act (Republic Act 9208 as amended by Republic Act 11862)
3. Highlight the gains and milestones in the efforts to prevent and address VAW and the Philippines' participation in the global campaign to end it.

(<https://pcw.gov.ph/2022-18-day-campaign-to-end-violence-against-women>)

IV. Program of Activities

Time	Activity	Responsible Person
8:00- 8:30	Registration	GAD Secretariat
	Preliminaries	GFPS- TWG Members
	Opening Remarks & Rationale of the Activity	Dr. Estrellita M. Daclan GAD Director
	Inspirational Message	Dr. Felipe Salaing Comila University President
	Presentation of Activities and Invited Resource Person	GFPS- TWG Members
8:30- 12:00	Safe Spaces Act	Atty. Matias C. Angiwan Jr. CAO, Administrative Services Division
12:00	Lunch Break	GFPS- TWG Members
1:00- 3:30	Gender Based Violence	Atty. Reynante B. Basco Chief, Legal Office
3:30- 4:30	Open Forum	GFPS- TWG Members
4:30- 5:00	Closing Program Awarding of Certificates	GFPS- TWG Members

In support to the Worldwide Campaign, BSU adopts the national theme, **"UNiTEd for a VAW-free Philippines"** for the 18-Day Campaign to End VAW. The theme elevates the campaign to positive advocacy as it enjoins everyone to pursue the common vision of a community free violence against women and girls, and highlights what can be done to achieve such. To tackle the issue of VAW in different ways and forms, the following are campaign activities of the University for BSU La Trinidad, Bokod Campus and Buguias Campus:

"Training forum on Anti-Violence Against Women and their Children Act, and Safe Spaces Act (RA 11313)

- 18-Day Campaign Kick-off Ceremony (November 29, 2022)

"Training forum on Anti-Violence Against Women and their Children Act, and Safe Spaces Act (Republic Act 11313"

-La Trinidad Campus (November 29, 2022)

-Bokod Campus (December 1, 2022)

-Buguias Campus (December 2, 2022)



Document Code:	QF-HRDO-03	Revision Number:	03
Effectivity Date:	February 3, 2022		

IN-SERVICE TRAINING (INSET) DESIGN

Culminating activity (December 12, 2022) BSU Gymnasium, La Trinidad, Benguet

- *RGADC Culminating Program
- *Zumba
- *Awarding for the Poster/ Digital Poster Making
- Orange Your Icon Advocacy Initiative
- Printing and display of the 2022 18-Day Campaign to End VAW official banner
 - La Trinidad Campus
 - Bokod Campus
 - Buguias Campus
 - Kabayan Campus Extension
 - Kapangan Campus Extension
- Presentation of 2022 18-Day Campaign to End VAW activities in respective Flag Raising Ceremonies in November
- Signifying support to the campaign by uploading the official logo, banner, advocacy videos, and other 18-Day Campaign to End VAW advocacy materials on BSU website and BSU GAD social media account;
- Distribution of advocacy materials/ Information, Education and Communication (IEC) materials to raise awareness on VAW and other related laws for the 2022 18-Day Campaign to End VAW which include collaterals designed by PCW to raise awareness on VAW and other related laws for distribution to staff, clients, and the general public;
- Playing/showing of PCW-produced videos/infomercials on VAW, anti-VAW laws
- Participation in the online campaign thread about the observance by uploading photos, news features, and other information relative to the 18-Day Campaign to End VAW in social media accounts using the hashtags #VAWfreePH. The use of the 18-Day Campaign to End VAW Facebook Profile Frame for agency pages and individual profiles is also encouraged.

V. Communication Plan

A Memorandum will be issued to the teaching and non-teaching as participants. The activity will be coordinated and facilitated by the GAD Office. Coordinators and facilitators will be responsible for the following:

1. A Memorandum/ Advisory will be released with the enumerated GAD activities in relation to BSU 2022 18-Day Campaign to End Violence Against Women;
2. the activity will be coordinated and facilitated by GFPS-TWG members (La Trinidad, Bokod and Buguias Campus), HRDO and GAD staff;
3. IEC materials will be distributed;
4. preparation of needed materials, supplies and equipment;
5. reservation of meals/ snacks and tokens for the resource person/s;
6. coordination with the resource person and other offices when necessary; and
7. responsible in the assigning of tasks for documentation, over-all program facilitator and coordinator of the activity.

VI. Equipment and Materials

1. LCD Projector, laptop, extension wires
2. Seminar kit, certificates
3. IEC materials:
 - a) Republic Act 9710: Magna Carta of Women
 - b) Republic Act 7877: Anti-Sexual Harassment Act of 1995
 - c) Republic Act 9262: Anti-Violence Against Women and their Children (VAWC) Act of 2004
 - d) Republic Act 8353: The Anti-Rape Law of 1997
 - e) Republic Act 9208 as amended by RA 10364: The Anti-Trafficking in Persons Act of 2003, as amended by the Expanded Anti-Trafficking in Persons Act of 2012
4. Streamers
 - a)PCW GBV banner for La Trinidad, Bokod and Buguias Campus

VII. Budgetary Requirements

Budget Item	Per Head/Per Day	Total
Meals and Snacks (AM/PM) (La Trinidad, Bokod and Buguias Campus) -November 29, 2022	Snack: Php 60.00 X 1,772 Lunch:Php 180.00 X 250	Php 76,320.00 Php 45,000.00
-December 12, 2022	Snack: Php 60.00 X 100	Php 6,000.00
Function Room/Venue		
Accommodation		
Equipment Rental		
Professional Fee/Honoraria		
Token/s	Php 1,000.00 X 15 pax	Php 15,000.00
Materials and Supplies		
Transportation	Php 5,000.00	Php 5,000.00
TOTAL		Php 152,320.00



Document Code:	QF-HRDO-03	Revision Number:	03
Effectivity Date:	February 3, 2022		

IN-SERVICE TRAINING (INSET) DESIGN

Prepared/Requested by:


FELJORIE R. DAULAYAN
 GAD Staff

Reviewed by:


MARICRIS P. LAD-EY – NEYNEY
 Chief, HRDO

Funds Appropriated:


ESTRELLITA M. DACLAN
 Supervising Administrative Officer
 Budget Office *GAA GAD 232*

Funds Available:


IMELDA B. GALINATO
 Accountant IV
 Accounting Office

Recommending Approval


ALLAN C. SACPA
 Vice President for Administration and Finance

Approved


FELIPE SALAING COMILA
 University President



**Learning and Development (LEAD)
In-Service Training (INSET)
ACCOMPLISHMENT REPORT
FORM**

Document Code:	QF-HRDO-23	Revision Number:	00
Effectivity:	April 3, 2019		

Submit Accomplishment report 10 working days after LEAD INSET implementation

Proponents of LEAD INSET:
College / Institute / Division: GAD Office

Department / Office: GAD Office

Title of LEAD INSET: BSU 2022 18-Day Campaign to End Violence Against Women; "UNiTEd for a VAW-free Philippines."

Date of LEAD INSET: November 29, 2022 Place / Venue: Gymnasium, BSU La Trinidad

No. of Participants: Female: __ Male: __ Total: __ or No. of Recipients: Female: __ Male: __ Total: __

Evaluation Rating:	Competency Development		Learning Service Provider/s (LSP) Rating	Program organization What is the overall rating of the LEAD INSET?
	Pre / before LEAD INSET	Post / after LEAD INSET		
Knowledge	2	3.8	LSP 1:3.9	4.7 Outstanding <small>Rating Descriptive</small>
Skills	2	3.8	LSP 2:3.9	
Attitude	2.1	3.8	LSP 3:	
Total KSA			LSP 4:	

*use the back page if there are more than 4 LSPs

Narrative Report:

Benguet State University La Trinidad Campus joins in the Campaign 18-Day Campaign to End Violence Against Women from November 25 to December 12, 2022, with the theme, "United for a VAW-Free Philippines," through the Gender and Development Office, in coordination with the Human Resource Development Office.

The 18-day campaign aims to promote awareness and end violence against women and children, gather insights or evaluate the level of understanding of the community regarding VAWC, and inform the public about the rights and laws protecting women and children from any forms of violence.

The activities started with a "VAWalk" from the Administration Building going to BSU Gymnasium. It was participated by the BSU Officials, employees and students. Afterwards, a Training Forum training forum on Safe Spaces Act (RA 11313), Gender-Based Violence in the Workplace, and updates on Anti-Sexual Harassment law.

The program started with Invocation through the Prayer to End Violence Against Women and followed by Lupang Hinirang by the PCW All-Women Cast Lupang Hinirang. The Rationale of the activity was given by Dr. Estrellita M. Daclan, the GAD Director which she highlighted the importance of the activity. In adherence with these, BSU celebrates the 2022 National Women's Month to recognize women's empowerment and important contribution to nation building. The Opening remarks was given by Atty. Allan C. Sacpa the Vice President for Administration and Finance where he thanked the different offices and organizers who organized the activity and specially the participants who came and participated. Dr. Felipe Salaing Comila, the President gave a Message and followed by the BSU Safe Spaces Pledge which was led by Dr. Daclan.

The first resource speaker is the Chief of the Administrative Division, Atty. Matias C. Angiwan, Jr, which was introduced by Dr. Marlon S. Tabdi. During the training forum he discussed the SSA (RA 11313) and gave updates on Anti-Sexual Harassment. Meanwhile, Mr. Lauren P. Kipaan introduced the Chief for Legal Office Atty. Reynante B. Basco where he talked about Gender-Based Violence in the Workplace.

Questions and queries were answered by the resource persons. Afterwards, awarding of Certificates and tokens were given to the resource persons. The Closing Remarks was given by Dr. Norma P. Banania and thanked everyone who attended the said activity.

Summary of significant learning acquired from the LEAD INSET by participant/s:

- 1) The laws regarding several harassment
- 2) I was reminded of the laws, that it is really important to put in mind and co-workers, family members, friends peers and loved ones are informed of the law
- 3) Congratulations
- 4) Anti-violence against women
- 5) Knowledge and understanding of the subject matter
- 6) VAWC
- 7) Instances and grounds to be considered sexual harassment

Actual Expenditures:	
Meals and Snacks (LT)	Php38,760.00
Token (LT, Bokod, Buguias Campus)	Php15,000.00
	Php53,760.00



**Learning and Development (LEAD)
In-Service Training (INSET)
ACCOMPLISHMENT REPORT
FORM**

Document Code:	QF-HRDO-23	Revision Number:	00
Effectivity:	April 3, 2019		



- 8) Harassment Policy
- 9) Republic Act 11313 and Gender Based Violence in the workplace

Summary of plan/s to apply it by participant/s:

- 1) I am aware what will I do in case that happen to me
- 2) Workplace safety
- 3) If there are offender who abuses their power and also in relation to gender equality
- 4) I will share my fellow workmate, friends or any women that has none knowledge
- 5) Everywhere I go
- 6) "Kelangan mapagmatiyag because we can save the future of an individual."
- 7) myself be knowledgeable of limits and my rights and grounds as a woman
- 8) Apply in the workplace & at home
- 9) Try to observe from work area
- 10) To vocally express the ideas/opinions when it covers to sexual harassment
- 11) by reminding & sharing to colleagues and peers.
- 12) I will apply it in my work
- 13) To apply it in our daily life
- 14) Incorporate it in my class discussions
- 15) To apply it in our daily life
- 16) I will apply in my workplace, family and to whom or to everywhere I go.

Summary of follow up activities suggested by the participant/s:

- 1) Budgeting
- 2) To have a free legal advice about VAWC
- 3) Gender Responsive Communication (UNDP)
- 4) Retraining related to VAW, for us to be updated and help us be aware of RA 7877 & RA11313
- 5) Intervention activities on how to address of there are VAWC/SH cases in the University 2. Process Flow on how to handle if there are cases of VAWC, Who are the institutional CODI? Their functions & qualifications, what are the process to be undertaken by the victims, This should be disseminated for both students & employees
- 6) I suggest that there should also be a seminar on how to deal or property address transgender specifically those who are working in frontline service & in the workplace, so that they can know how to address clients & co-worker's properly & according to the trans gender's preferred pronoun. So they can also feel safe in the workplace & during any transactions
- 7) Thank you so much for this activity, May I suggest also for a mental health activities
- 8) More seminar

Prepared by:  Feljorie R. Daulayan GAD Staff Reviewed by:  Odelon C. Dulay GFPS- TWG member
Signature over printed name Position/Designation Date Signature over printed name Unit Head/Department Chair Date

Noted by:  Estrellita M. Daclan GAD Director
Signature over printed name Dean/Director Date

	Received by	Received on	Accomplishment report received	5	2 days early/earlier
				4	1 day early
				3	On time
				2	1-2 days late
				1	3 or more days late

- ***Attachments:
- | | |
|---|---|
| <ol style="list-style-type: none"> a. Approved Training Design b. Memo/Letters related to the activity c. Copy of Modules/Hand-outs/Materials d. Certifications of Tokens awarded, if any e. Acknowledgement of Honorarium receipt, if any | <ol style="list-style-type: none"> f. Photos not included in the main report (esp outputs) g. Attendance Sheet h. Program i. Copy of receipts |
|---|---|







**Learning and Development (LEAD)
In-Service Training (INSET)
ACCOMPLISHMENT REPORT
FORM**

Document Code:	QF-HRDO-23	Revision Number:	00
Effectivity:	April 3, 2019		

Submit Accomplishment report 10 working days after LEAD INSET implementation

Proponents of LEAD INSET:
College / Institute / Division: GAD Office

Department / Office: GAD Office

Title of LEAD INSET: BSU 2022 18-Day Campaign to End Violence Against Women; "UNiTEd for a VAW-free Philippines."

Date of LEAD INSET: December 2, 2022 Place / Venue: BSU Buguias Campus, Loo, Buguias, Benguet

No. of Participants: Female: 42 Male: 48 Total: 90 or No. of Recipients: Female: ___ Male: ___ Total: ___

Evaluation Rating:	Competency Development		Learning Service Provider/s (LSP) Rating	Program organization What is the overall rating of the LEAD INSET? <u>4.8</u> Outstanding <small>Rating Descriptive</small>
	Pre / before LEAD INSET	Post / after LEAD INSET		
Knowledge	2	3.8	LSP 1:4	
Skills	2	3.8	LSP 2:4	
Attitude	2.1	3.9	LSP 3:	
Total KSA	2	3.8	LSP 4:	

*use the back page if there are more than 4 LSPs

Narrative Report:

Benguet State University community joins in the Campaign 18-Day Campaign to End Violence Against Women from November 25 to December 12, 2022, with the theme, "United for a VAW-Free Philippines," through the Gender and Development Office, in coordination with the Human Resource Development Office.

The 18-day campaign aims to promote awareness and end violence against women and children, gather insights or evaluate the level of understanding of the community regarding VAWC, and inform the public about the rights and laws protecting women and children from any forms of violence.

The BSU Buguias Campus activity started with a "VAWalk" from the BSU Quadrangle going to Modayan to Salingao, upper Loo, Buguias then back to BSU Quadrangle. It was participated by the BSU Officials, employees, staff and students. Afterwards, a Training Forum training forum on Safe Spaces Act (RA 11313), Gender-Based Violence in the Workplace, and updates on Anti-Sexual Harassment law followed.

The program started with Invocation through the Prayer to End Violence Against Women and followed by Lupang Hinirang by the PCW All-Women Cast Lupang Hinirang. The Rationale of the activity was given by Ms. Amelia M. Kimet, a member of the GFPS-TWG member which she highlighted the importance of the activity. The Opening remarks was given by Mr. Florendo P. Comila, the Dean of BSU Buguias Campus where he thanked the GAD Office who organized the activity and specially the participants who came and participated. The BSU Safe Spaces Pledge was led by Atty. Matias C. Angiwan Jr., the Chief of the Administrative Division.

For the Training Forum Session, the first resource speaker is Atty. Matias C. Angiwan, Jr, which was introduced by Ms. Neivalyn B. Labenio, the GAD Focal Person of BSU Buguias Campus. During the training forum he discussed and gave updates on Anti-Sexual Harassment. Meanwhile, the second resource person is the Chief for Legal Office, Atty. Reynante B. Basco where he talked about Gender-Based Violence in the Workplace.

Questions and queries were answered by the resource persons. Afterwards, awarding of Certificates and tokens were given to the resource persons. The Closing Remarks was given by Ms. Elizabeth M. Bay-an and thanked everyone who attended the said activity and thanked the organizers of the activity.

Summary of significant learning acquired from the LEAD INSET by participant/s:

- 1) The difference of confidence and confidential
- 2) An additional knowledge, it is evocative
- 3) Laws governing sexual harassment
- 4) Learned that consent is immaterial due to imbalance of power or authority
- 5) RA 11313, RA 7877, RA 9262
- 6) Sexual harassment in the workplace is about power being exercised by a superior officer over his women subordinates
- 7) The difference between RA 7877 & RA 11313
- 8) Ignorance of the law excuses no one. We must not allow any violence to prosper, we must report it ASAP.

Actual Expenditures:	
Meals and Snacks (LT)	Php29,160.00
	Php29,160.00



**Learning and Development (LEAD)
In-Service Training (INSET)
ACCOMPLISHMENT REPORT
FORM**

Document Code:	QF-HRDO-23	Revision Number:	00
Effectivity:	April 3, 2019		

- 9) Languages on safe spaces act
- 10) Better do nothing to be safe.
- 11) To add my knowledge
- 12) Transactional Sex, WET
- 13) Most of my actions are covered by laws so I will familiarize myself with these laws or be careful of what I say which has something to do with S.H.

Summary of plan/s to apply it by participant/s:

- 1) Safe spaces Act information should be included during students orientation
- 2) To share to everyone
- 3) Avoidance of sexual harassment in workplace
- 4) Ensure the sexual harassment is not happening in our workplace
- 5) Explain to students as an integration to a topic on sexual harassment
- 6) Explain /Share with my family
- 7) In my life and in my work
- 8) Integrating in all handled course.
- 9) During working days
- 10) In dealing with other people in the workplace and in the community
- 11) Remind those who are doing it, specifically those who seems ignorant about these S.H.

Summary of follow up activities suggested by the participant/s:

- 1) Campaign to end violence against men
- 2) More seminars
- 3) Other related activities
- 4) Deepening of topics
- 5) Two time activities which in line per year
- 6) Kudos

Prepared by: Feljorie R. Daulayan GAD Staff
Signature over printed name Position/Designation Date

Reviewed by: _____
Signature over printed name Unit Head/Department Chair Date

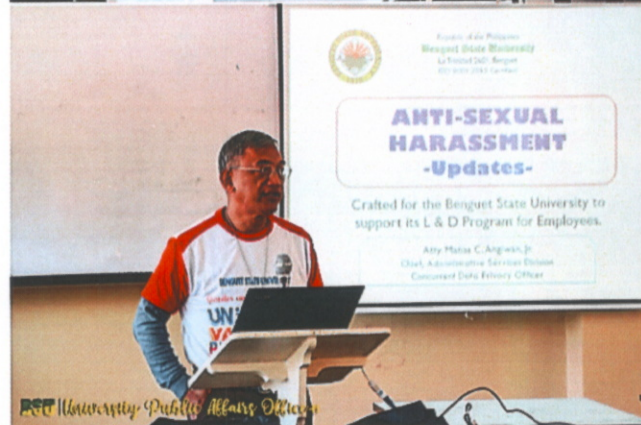
Noted by: Estrellita M. Daclan GAD Director
Signature over printed name Dean/Director Date

	Received by	Received on	Accomplishment report received	5	2 days early/earlier
				4	1 day early
				3	On time
				2	1-2 days late
				1	3 or more days late

- ***Attachments:**
- | | |
|---|---|
| <ol style="list-style-type: none"> a. Approved Training Design b. Memo/Letters related to the activity c. Copy of Modules/Hand-outs/Materials d. Certifications of Tokens awarded, if any e. Acknowledgement of Honorarium receipt, if any | <ol style="list-style-type: none"> f. Photos not included in the main report (esp outputs) g. Attendance Sheet h. Program i. Copy of receipts |
|---|---|











**Learning and Development (LEAD)
In-Service Training (INSET)
ACCOMPLISHMENT REPORT
FORM**

Document Code:	QF-HRDO-23	Revision Number:	00
Effectivity:	April 3, 2019		

Submit Accomplishment report 10 working days after LEAD INSET implementation

Proponents of LEAD INSET:
College / Institute / Division: GAD Office

Department / Office: GAD Office

Title of LEAD INSET: BSU 2022 Culminating Activity 18-Day Campaign to End Violence Against Women "UNiTEd for a VAW-free Philippines."

Date of LEAD INSET: December 12, 2022 Place / Venue: Gymnasium, BSU La Trinidad

No. of Participants: Female: 94 Male: 56 Total: 150 or No. of Recipients: Female: Male: Total:

Evaluation Rating:

Competency Development		Learning Service Provider/s (LSP) Rating	Program organization What is the overall rating of the LEAD INSET?
1.Venue	4.98	LSP 1:	4.99 Outstanding/ Excellent <small>Rating Descriptive</small> <small>*44 rated</small>
2.Timeliness in Attendance	5	LSP 2:	
2.a.Facilitators			
2.b.Participants	4.98	LSP 3:	
3.Quality:Overall evaluation of the program	5	LSP 4:	
Total KSA	4.99		

*use the back page if there are more than 4 LSPs

Narrative Report:

Benguet State University La Trinidad Campus joins in the Campaign 18-Day Campaign to End Violence Against Women from November 25 to December 12, 2022, with the theme, "United for a VAW-Free Philippines," through the Gender and Development Office, in coordination with the Human Resource Development Office.

The 18-day campaign aims to promote awareness and end violence against women and children, gather insights or evaluate the level of understanding of the community regarding VAWC, and inform the public about the rights and laws protecting women and children from any forms of violence.

The BSU community joined in the Culmination Program of the 18-Day Campaign to End VAW with a "VAWalk" on December 12 from BSU Main Gate, in-front of Agricultural Training Institute (ATI)- CAR passing through Km 5 – Km 6 road (highway) going to BSU Closed Gym. This is in coordination with the Cordillera Regional Gender and Development Committee (RGADC-CAR) and BSU hosted the event as part of the RGADC.

With the BSU culminating activity, it started with an Invocation and Opening Remarks given by Ms. Amelia M. Kimue, a member of the GFPS-TWG member. The Zumba, Session 1 was demonstrated by the College of Human Kinetics faculty and staff represented by Ms. Ruby T. Baldos, Ms. Apple Gay L. Calaoa, Ms. Loverette L. Coteng, Mr. John Raphael P. Villazor and Ms. Charvet P. Caytap. While the Zumba, Session 2 was given by Dr. Lawrence C. Caranto from the College of Nursing. BSU men and women employees and students joined the activity.

In addition, the Awarding of the Traditional Poster Making and Digital Poster Making was announced by Ms. Imee C. Cuadra, the Faculty, College of Teacher Education- Secondary Laboratory School. The following are the winners:

Winners for the Traditional Poster Making, College of Teacher Education

1. Jonas Gabriel c. De Torres
2. Giban M. Caligtan
3. Lourd Francis N. Ong
4. Janet T. Bacayan
5. Roz Susie Lyn David

Winners for the Digital Poster Making, Secondary Laboratory School

1. Raz Susie Lyn David, BSED Values Education 1F
2. Nikko Bryll Mablay, BSED English 3A
3. Janett T. Bacayan, BSED Science 2D
4. Jiban M. Caligtan, BSED Social Studies 3E
5. Belinda A. Cabinta, BSED Science 1D
6. Lourd Francis N. Ong, BSED English 3A
7. Jonas Gabriel Caeg De Torres, BSED Social Studies 2E

Winners for the Traditional Poster Making, Secondary Laboratory School

1. Kelly Anne Cario and Kairah Elma Kiblong, Year level: Grade 7



**Learning and Development (LEAD)
In-Service Training (INSET)
ACCOMPLISHMENT REPORT
FORM**

Document Code:	QF-HRDO-23	Revision Number:	00
Effectivity:	April 3, 2019		

After the announcements, the awarding of Certificates and tokens were given to the Zumba Instructors. While Dr. Florence V. Poltic, the Director of the University Health Services gave the Closing Remarks highlighting the activities from November 29 to December. Some of which is the BSU "VAWalk", Training Forum on Gender Based Violence in the Workplace given by the Chief for Legal Office Atty. Reynante B. Basco and updates on Anti-Sexual Harassment by Atty. Matias C. Angiwan, Jr. the Chief of the Administrative Division which was replicated in Bokod and Buguias Campus. Dr. Poltic thanked everyone who attended the said activity and be vigilant to end VAW.

Summary of significant learning acquired from the LEAD INSET by participant/s:

- 1) For health
- 2) Working out by dancing

Summary of plan/s to apply it by participant/s:

- 1) Stress free
- 2) By working it out

Actual Expenditures:

Meals and Snacks	Php9,000.00
	Php9,000.00


Summary of follow up activities suggested by the participant/s:

- 1) More working out
- 2) Zumba every Fridays
- 3) More Zumba
- 4) Sustain Zumba activities

Prepared by: Feljorie R. Daulayan GAD Staff
Signature over printed name Position/Designation Date

Reviewed by: Odelon C. Dulay GFPS- TWG member
Signature over printed name Unit Head/Department Chair Date

Noted by: Estrellita M. Daclan GAD Director
Signature over printed name Dean/Director Date

	Received by	Received on	Accomplishment report received	5	2 days early/earlier
				4	1 day early
				3	On time
				2	1-2 days late
				1	3 or more days late

- ***Attachments:**
- | | |
|--|---|
| a. Approved Training Design | f. Photos not included in the main report (esp outputs) |
| b. Memo/Letters related to the activity | g. Attendance Sheet |
| c. Copy of Modules/Hand-outs/Materials | h. Program |
| d. Certifications of Tokens awarded, if any | i. Copy of receipts |
| e. Acknowledgement of Honorarium receipt, if any | |



