INTRODUCTION

Higher education institutions are mandated to render extension service hand in hand with instruction, research and production. This is in recognition of the vital role colleges and universities play in the development of communities, especially the underserved and the depressed.

The Batangas State University, as a leading institution of higher learning in the province, is committed to carry out its extension service function with the creation of the Office for Community Development Services, Office for Institutional and Industry Development Services and Office for Gender and Development, all under the Office for Extension Services, with the primary goal of achieving sustainable partnership with the government and private organizations in poverty alleviation. The University can now respond more adequately to the training needs of communities, industries, public and private agencies/organizations and to the members of the academe.

It is envisioned that the people of the community, the main focus of the University’s extension services program, can be uplifted from helplessness to self-reliance, from ignorance to increased awareness, from indifference to positive involvement, and from aimlessness to commitment. These shall be realized through the effective implementation of the University’s Extension Service Program, under the umbrella of SULAMBI.

“Sulambi” is a Tagalog word which means an extension of a house built to accommodate a need that has cropped up. Each Sulambi, then, has its own purpose for being there. However, its essence remains the same, i.e., to respond to a need. Sulambi, therefore, is a fitting symbol for BatStateU’s Extension Service, the University’s arm in carrying out its mandate of social responsibility.

Each Sulambi has its own story to tell, like each altruistic activity undertaken by the Extension Service Office of BatStateU, which is anchored on the philosophy of rendering selfless service in behalf of others.
II. EXTENSION SERVICE FRAMEWORK

Section 2.1 Goals

2.1.1 To develop and implement a viable Extension Service Program for the University
2.1.2 To enhance the delivery of extension services to target clientele
2.1.3 To improve the quality of life at the grassroots level
2.1.4 To meet the needs of faculty members, administrators and non-teaching personnel in learning basic technical, vocational technological skills as well as in the areas of health and recreation

Section 2.2 Objectives

2.2.1 To formulate and implement an effective mechanism for planning, policy-making, financing, management, monitoring and assessment of the Extension Service of the University
2.2.2 To build and enhance the technological capabilities of the faculty for more effective extension service
2.2.3 To produce functionally literate, useful, self-reliant, and innovative citizens imbued with the values necessary to become effective members of a democratic society
2.2.4 To produce citizens who are equipped with vocational/ livelihood/ technical skills that ensure productivity
2.2.5 To maximize the transfer of research-based technologies in the service areas
2.2.6 To create an environment that fosters dynamic involvement of the University, government and non-government organizations, and industrial establishments in developing the depressed communities

Section 2.3 Extension Service Thrusts and Priorities

The University shall pursue extension service programs, activities and projects (PAPs) that will enable institutions, industries and communities, particularly the depressed and underserved, to achieve sustainable development through:

2.3.1 Community Extension Services

A. Capability-Building Training Program
   • Agricultural / Environmental Training for Farmers/Brgy. Officials
   • Livelihood / Technical-Vocational/Skills Training
   • Continuing Education for Professionals
   • Basic Education/Information Technology Literacy Training
**Extension Service**

B. Community Outreach Program

- Food and Nutrition/Health and Sanitation/Maternal and child-care
- Medical/Dental/Optical Mission
- Blood Donation
- Clean and Green Community / Coastal Cleanup
- Tree Planting
- Nursery & Vegetable Garden Establishment
- Relief Goods Operation
- Gift Giving Activity
- Youth and Sports Development/Environmental Camp
- Visit to orphanages/prison camps/rehabilitation center
- Provide counseling/legal advice
- Fund Raising for Community Development

C. High-impact, long-term Integrated Community-based Development Program

- Adopt-a-Barangay Program
- Adopt-a-School Program
- Barangay Integrated Development Approach in Nutrition Improvement (BIDANI)
- Agro-industrial Community-based Technology Center

2.3.2 **Institutional and Industry Development Program**

A. Technical Assistance and Advisory Services

- Workers Education Services/Manpower Development Services
- Information and Communication Technology
- Engineering Design Consultancy
- Construction Supervision
- Disaster Mitigation
- Solid Waste Management
- Rural Development/Urban Planning
- Business / Financial Plan

B. Communication/Information Services

- Communication and/or Dissemination of knowledge and skills thru school-on-air program (DWPB FM 107.3)
- IEC Materials Development
- Information Drives

C. Technology Transfer, Utilization and Commercialization Program


**Extension Service**

2.3.3 Gender and Development (GAD) Program

A. Gender-responsive Planning and Budgeting
B. Gender Sensitivity Training
C. Gender Analysis

The University will continue to be responsive to the needs of the different sectors of the industry and community with which it interact. It shall consolidate the roles of the Office of the Extension Services and develop a strategic plan that provides a framework for institutional and industry linkage and community engagement with particular emphasis on meaningful poverty alleviation programs and provision of expert services needed by the communities in the service areas.

Section 2.4 Review of Extension Services Thrusts and Priorities

2.4.1 The aforecited extension service thrusts and priorities may be subject to review at least annually by the Extension Council to make the extension service program responsive to the needs of the target sector.

Section 2.5 Strategies of Implementation

2.5.1 Develop a networking system among the colleges that will facilitate planning, implementation, monitoring and evaluation of the extension program of the University
2.5.2 Conduct needs assessment to target community beneficiaries of the community extension service
2.5.3 Assist communities in Batangas by providing technical, vocational and educational services
2.5.4 Assist target beneficiaries in putting up home industries and cooperatives
2.5.5 Utilize research-based technologies for sustainable development
2.5.6 Establish and maintain strong linkages with public and private organizations/agencies and industrial establishments for fund generation and job placement
2.5.7 Provide continuing program for upgrading the capabilities of extension workers through scholarship grants and training
III. ORGANIZATIONAL STRUCTURE

Section 3.1 The Extension Service Council

3.1.1 Composition. The Extension Service Council is composed of the University President as Chairman, the Vice President for Research, Development and Extension as Vice Chairman, in coordination with the Vice President for Academic Affairs, Vice President for Administration and Finance, and Vice President for Resource Generation and External Affairs, and the Executive Directors, the Director for Extension Services, and the Director for Financial Services as members.

3.1.2 Functions. The Extension Service Council acts as an advisory body to assist the President in setting extension service direction, planning, and fund allocation, and in reviewing and/or recommending policies and guidelines pertaining to the Extension Service Program of the University.

Specific functions:

- Formulate policies, guidelines and mechanisms pertaining to the management of the extension service program
- Formulate strategic plans for the extension service program of the University
- Approve budget for extension services
- Review and recommend any amendment to improve existing policies and guidelines in the extension service program
- Improve existing policies and guidelines in the conduct of extension projects

3.1.2 Meetings. The Extension Service Council shall meet at least once a year to plan for the annual extension activities for the current year and take up other important matters pertaining to extension. It shall also meet once every five years to formulate a strategic plan for the University’s Extension Service Program. Furthermore, special meetings can be called to address urgent concerns and issues on management of extension services.
Section 3.2 The Extension Service Office

3.2.1 **Composition.** The Director of Extension Service is the Head of the Extension Service Office and is responsible for the management of the Extension Service Program of the University together with the Assistant Directors of the Offices of Community Development Services, Institutional and Industry Development Services and Gender and Development.

The Extension Service Council is the policy-making body of the Extension Service Office.

3.2.2 **Functions.** The Extension Service Office is tasked to perform the following specific functions:

- Carry out the extension service function of the University
- Implement policies, guidelines and mechanisms in performing extension service
- Manage the University’s Extension Service Program
- Conduct research on the varied aspects of the extension service and its management
- Create effective mechanisms that ensure productive extension service
- Establish partnership with industries and government and non-government agencies and organizations for the attainment of sustainable development and economic upliftment
- Develop and implement a continuing program of skills enhancement for extension workers
- Augment the University’s budgetary provision for extension service by tapping external sources of funds


Extension Service

University President

-------------------------------

Extension Council

VP for Research, Development & Extension

Executive Directors

Director for Extension Services

Asst. Director for Community Development

Asst. Director Institutional and Industry Development

Assistant Director for Gender and Development

GAD Focal Point Members

Campus Extension Head, Main I & Lobo

Campus Extension Head, Main II

Campus Extension Head, JPLPC

Campus Extension Head, ARASOF

Campus Extension Head, Lipa, Rosario & San Juan

Campus Extension Head, Batayan & Lemery

College Extension Coordinator

Faculty / Personnel / Student Extensionists

Faculty / Personnel / Student Extensionists

Faculty / Personnel / Student Extensionists

Faculty / Personnel / Student Extensionists

Faculty / Personnel / Student Extensionists

Faculty / Personnel / Student Extensionists

Figure 1

Organizational Chart of the Extension Service Office
Extension Service

3.2.3 **Duties and Responsibilities of the Extension Service Office Personnel**

3.2.3.1 **The President.** The President, being the Chairman of the Extension Service Council, provides leadership in creating an atmosphere that ensures a functional and productive Extension Service Program.

3.2.3.2 **The Vice President for Research, Development and Extension.** The following are his/her duties and responsibilities related to extension service:

- Serve as the Vice-Chairman of the Extension Service Council in coordination with the Vice President for Academic Affairs and Vice President for Administration and Finance
- Implement, monitor and evaluate institutional polices and plans pertaining to Extension Service
- Supervise the Director for Extension Service in planning, implementing and evaluating the Extension Service Program
- Perform other functions pertinent to extension service as may be necessary

3.2.3.3 **The Director for Extension Services.** The following are his/her duties and responsibilities:

- Evaluate and measure the socio-economic impact of implemented extension PAPs and trainings in the University
- Recommend appropriate measures to improve the implementation and monitoring of extension PAPs and training
- Recommend the adoption of extension methodologies found suitable to specific PAPs
- Evaluate specific extension PAPs and training, and coordinate with concerned campuses / colleges / schools / departments and external agencies in their implementation
- Review and develop the University’s integrated extension program on the basis of approved policies and guidelines
- Direct, supervise and participate in the formulation and design of proposed extension PAPs and trainings
- Direct, supervise and participate in the implementation of extension PAPs and training
Extension Service

- Direct, supervise and participate in the preparation and dissemination of appropriate extension and training materials
- Direct, supervise and participate in the development of procedures and techniques in determining and assessing community/institutional/industry training needs
- Direct, supervise and participate in the formulation of training curricula
- Provide technical assistance to LGUs and NGOs on extension PAPs through formal and informal lectures and actual demonstrations
- Act as resource person in training programs conducted by government and private institutions
- Coordinate and/or establish linkages with other agencies for the purpose of tapping assistance/resources
- Ensure effective extension service and training delivery
- Direct, supervise and participate in the conduct of the community needs assessment, and research in line with extension service
- Submit to the VPRDE report of completed and ongoing extension PAPs and other necessary reports

3.2.3.4 The Assistant Director, Office for Community Development Services. The following are his/her duties and responsibilities:

- Participate in the formulation and design of extension PAPs and training
- Participate in the implementation of planned/proposed extension PAPs and in the conduct of training
- Participate in the preparation and dissemination of extension PAPs and training materials
- Provide technical assistance to agencies, LGUs and NGOs on Community Services through formal and informal lectures and actual demonstrations
- Coordinate and/or establish linkages with other agencies operating in Community Services for the purpose of tapping assistance/resources and ensuring effective service delivery
- Participate in the evaluation of the different extension PAPs and trainings
- Recommend appropriate measures to improve the implementation of extension PAPs and training
- Participate in the development of procedures and techniques in determining and assessing community/organizational training needs
- Participate in the formulation of training curricula for Community Services.
**Extension Service**

3.2.3.5 The Assistant Director, Office for Institutional and Industry Development Services. The following are his/her duties and responsibilities:

- Participate in the formulation and design of extension PAPs and training
- Participate in the implementation of planned/proposed extension PAPs and in the conduct of training
- Participates in the preparation and dissemination of extension PAPs and training materials
- Provides technical assistance to agencies, LGUs and NGOs on Institutional and Industry Linkages Programs through formal and informal lectures and actual demonstrations
- Coordinate and/or establish linkages with other agencies operating in Institutional and Industry Linkages Program for the purpose of tapping assistance/resources and ensuring effective service delivery
- Participate in the evaluation of the different extension PAPs and trainings
- Recommend appropriate measures to improve the implementation of extension PAPs and training
- Participate in the development of procedures and techniques in determining and assessing community/organizational training needs
- Participate in the formulation of training curricula for Institutional and Industry Linkages Programs

3.2.3.6 The Assistant Director, Office for Gender and Development. The following are his/her duties and responsibilities:

- Participate in the formulation and design of extension PAPs and training
- Participate in the implementation of planned/proposed extension PAPs and in the conduct of training
- Participate in the preparation and dissemination of extension PAPs and training materials
- Provides technical assistance to agencies, LGUs and NGOs on Gender and Development Programs through formal and informal lectures and actual demonstrations
- Coordinate and/or establish linkages with other agencies operating in Gender and Development Program for the purpose of tapping assistance/resources and ensuring effective service delivery
- Participate in the evaluation of the different extension PAPs and trainings
Extension Service

- Recommend appropriate measures to improve the implementation of extension PAPs and training
- Participate in the development of procedures and techniques in determining and assessing community/organizational training needs
- Prepare all the necessary reports pertaining to Gender and Development and other related programs for submission to higher offices and external agencies
- Participate in the formulation of training curricula for Gender and Development Programs

3.2.3.7 The Campus Extension Heads. The following are their duties and responsibilities:
  - Initiate the planning, implementation and evaluation of extension PAPs in their respective campuses
  - Supervise the extension coordinators in the implementation and evaluation of extension PAPs
  - Assist the Deans in creating an atmosphere conducive to active and enthusiastic involvement of the faculty and students in implementing extension PAPs
  - Conduct research-related extension service
  - Perform other functions pertinent to extension service

3.2.3.8 The College Extension Coordinators. The following are their duties and responsibilities:
  - Participate in the planning, implementation and evaluation of extension PAPs in their respective college
  - Prepare and submit proposals and consolidated reports on extension PAPs of the college
  - Act as liaison between the College/Department and the community, including external agencies on matters regarding community and extension services
  - Perform other functions pertinent to extension service
**Extension Service**

**IV. MECHANICS OF IMPLEMENTATION**

**Section 4.1 General Guidelines**

The Batangas State University is mandated to render extension service to depressed and underserved communities, as well as to share its expertise in science, technology, education, management and research to public and private agencies/organizations that need its services.

The budget allocation for Extension Service of each campus/college shall depend on the approved extension PAPs submitted during a specified period and approved for funding from the University’s Extension Service Fund.

The Extension Service Manual shall govern the conduct of extension service.

**Section 4.2 Management**

4.2.1 The Director for Extension Service shall initiate the development of a strategic plan for the Extension Service Program of the University. For this purpose, the Extension Service Council shall meet once every five years.

4.2.2 The operational/tactical plan of each campus/college is done annually on a school year basis for submission to the Director for Extension Services.

4.2.3 All extension PAPs of each campus/college shall require the approval of the University President through the joint recommendation of the Director for Extension and the Vice President for Research, Development and Extension.

4.2.4 The service of a consultant/resource person who is not part of the University shall be utilized only when there is no available personnel from the University who has expertise in conceptualizing, monitoring and facilitating a specific service, and when there is a pressing need for such service.

**Section 4.3 Funding**

4.3.1 Extension PAPs to merit funding should be based on the extension service thrusts and priorities of the University.

4.3.2 All extension PAPs proposed for funding must be accompanied by an itemized budget that shall be the basis for approval by the Extension Council.

4.3.3 Extension PAPs for funding and other forms of support and incentives upon the joint recommendation of the Director for Extension and the Vice-President for Research, Development and Extension shall be approved by the University President.


V. PRIVILEGES AND INCENTIVES

Section 5.1 Allowance or Service Credit

Faculty members who are involved in extension activities are entitled to allowance based on existing policies of the University and subject to availability of University funds.

In cases where the payment of allowance is not possible, the faculty members are entitled to service credit of one day for every eight hours of service.

Only services rendered after office hours or during days off and holidays shall be entitled to the aforementioned privileges.

Claims for allowance or service credit shall require the approval of the University President through the endorsement of the Director for Extension Services, and through the joint recommendation of the Vice-President for Research, Development and Extension and Vice President for Administration and Finance. Recommendation shall be made only upon the submission to the Director for Extension the Daily Time Record duly accomplished and signed by proper authority.

Section 5.2 Allowance

5.2.1 All extension personnel shall be entitled to sixty pesos allowance for each hour of extension service rendered outside of their official time, subject to the University’s existing accounting rules and regulations.

Section 5.3 Insurance

5.3.1 All extension personnel, in the performance of Extension Service project/s outside of the institution, are entitled to group insurance to be paid by the University.

Section 5.4 Credit for Academic Ranking

5.4.1 Extensionists may claim credit for their involvement in extension service subject to the criteria of the accrediting body concerned.

5.4.2 Only completed extension projects that are properly documented by accomplishing Extension Forms 1,2,3 (Refer to attachments) and certified by the Director for Extension may be credited for academic ranking subject to the criteria of the accrediting body concerned.
Extension Service

Section 5.5 Monetary Award

5.5.1 For faculty/personnel/extensionists whose extension work finds publication in an international or national refereed journal, the university shall award their achievement and recognize such through a monetary award of Php 10,000.00 and Php 5,000.00, respectively.

5.5.2 For faculty/personnel/extensionists whose extension work has been presented orally in an international forum held abroad, the university shall award their achievement and recognize such through a monetary award of Php 15,000.00.

5.5.3 For faculty/personnel/extensionists whose extension work has been presented orally in an international forum held locally, the university shall award their achievement and recognize such through a monetary award of Php 10,000.00.

5.5.4 For faculty/personnel/extensionists whose extension work has been presented orally in a national forum, the university shall award their achievement and recognize such through a monetary award of Php 5,000.00.

5.5.5 For faculty/personnel/extensionists whose extension work has been presented orally in a regional forum, the university shall award their achievement and recognize such through a monetary award of Php 3,000.00.
Extension Service

Republic of the Philippines
BATANGAS STATE UNIVERSITY
Batangas City

Research, Development and Extension
Office of Extension Services

Extension Form No. 1: Program Plan (Project Proposal)

I. Title of the Project
II. Location
III. Duration
IV. Type of Community Extension Service
V. Department Involved
VI. Project Leader and Coordinators
VII. Cooperating Agencies
VIII. Beneficiaries
IX. Total Cost of the Project
X. Rationale of the Project (brief description of the situation)
XI. Objectives (General and Specific)
XII. Description of the Project, Strategies and Methods
XIII. Financial Plans/ Sources of Fund
XIV. Functional Relationships with the Collaborating Agencies
XV. Monitoring and Evaluation Mechanics
XVI. Plans for Ensuring the Sustainability of the Project

Prepared by:

_____________________
Campus Extension Head/ College Extension Coordinator

Noted by:

______________________   _______________________   _______________________
Campus Executive Director   College Dean   Director, Extension Services

_____________________
Recommending Approval:

VPRDE   VPAF

Approved by:

_____________________
University President

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Extension Service

Republic of the Philippines
BATANGAS STATE UNIVERSITY
Batangas City

Research, Development and Extension
Office of Extension Services

Extension Form No. 2: Monitoring the Progress of the Project

I. Title of the Project
II. Location
III. Duration
IV. Type of Community Extension Service
V. Department Involved
VI. Project Leader and Coordinators
VII. Cooperating Agencies
VIII. Beneficiaries
IX. Project Status
   1. As to purpose (how far has the purpose been attained)
   2. Availability of materials
   3. Schedule of activities
   4. Financial report
   5. Problems encountered
   6. Actions taken to solve the problems encountered
   7. Suggestions and recommendations

Prepared by:

_________________________  _______________________
College Extension Coordinator              Campus Extension Head

Noted by:

_________________________  _______________________
Campus Executive Director              College Dean

__________________________
Director, Extension Services

VPRDE
Extension Service

Republic of the Philippines
BATANGAS STATE UNIVERSITY
Batangas City

Research, Development and Extension
Office of Extension Services

Extension Form No. 3 : Program Evaluation

I. Title of the Project
II. Location
III. Duration
IV. Type of Community Extension
V. Department Involved
VI. Project Leader and Coordinators
VII. Cooperating Agencies
VIII. Beneficiaries
IX. Program Evaluation (Detailed description of the projects results and outcomes)
   - Contribution of the program to regional/national development
   - Productivity based on the technologies transferred/utilized and technologies refined/modified to suit the needs of the community
   - Livelihood projects generated
   - Employment generated
   - Increase in net income of beneficiaries
   - Number of beneficiaries
   - Number of persons/days trained
   - Number of LGUs assisted
   - Program-specific outcomes
   - Physical/Environmental features enhanced
   - Resources generated
   - Number of partners/linkages/networks supporting the program

Prepared by:

College Extension Coordinator                                  Campus Extension Head

Noted by:

Campus Executive Director                                   College Dean                                  Director, Extension Services

__________________________________________________________

VPRDE

18
<table>
<thead>
<tr>
<th>Vehicle Ownership (Pag-aari na sa Sasaayakan)</th>
<th>Vehicle</th>
<th>Number</th>
<th>Vehicle</th>
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<td>Tricycle</td>
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<td>Pump Boat</td>
<td>Yacht</td>
<td></td>
<td>Raft</td>
<td>Others</td>
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</table>

**Health Information:**

Planning herbal plants (Halaman Gamot)? ☐ Yes ☐ No

Do you have a backyard garden? ☐ Yes ☐ No

Do you use iodized salt? ☐ Yes ☐ No

Do you practice Family Planning? ☐ Yes ☐ No ☐ Not Applicable (DI Naayon)

If yes, what method? (Please check)

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<tr>
<th>Natural</th>
<th>Artificial</th>
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<tr>
<td>Rhythm</td>
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<tr>
<td>Temperature</td>
<td>Pills</td>
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<td>Withdrawal</td>
<td>IUD</td>
</tr>
<tr>
<td>Others</td>
<td>Depo injection</td>
</tr>
</tbody>
</table>

**Environmental Sanitation Information:**

Uri ng Pagkakaroon:

- Owned, water-sealed, septic tank
- Shared/Public, water-sealed, septic tank
- Open toilet (latrine, hangover tank)
- Shared Open-pit (latrine tank, hangover tank)
- Thrown Anywhere
- Others (fill system etc.)
- Owned Close-pit (latrine tank, hangover tank)
- Shared Close-pit (latrine tank, hangover tank)

Pinagkokununan ng Tubig:

- Private Dug well (Balon)
- Public Dug well (Balon)
- Own use, faucet, community water system
- Shared, faucet, community water system
- Own use, tubed/piped deep well
- Shared, tubed/piped deep well
- Own use, tubed/piped shallow well
- Shared, tubed/piped shallow well
- Spring, Lake, River, Rain etc.
- Piddler
- Others

Pinagkokununan ng Papalabas:

- MERALCO
- MAPCOR
- Solar Generator
- Battery
- Barangay Generator

Uri ng Papalabas:

- Kerosene (Gas)
- Candle
- Own Electric Meter
- Solar Power
- Others

Household Head (Puno ng Pamilya):

<table>
<thead>
<tr>
<th>Qualifier</th>
<th>Owner</th>
<th>Extended</th>
</tr>
</thead>
</table>

Pinagtataposan ng Basura:

- Open-pit
- Collected
- Burned
- Composting
- Collected/Composting
- Collected/Open-pit
- Collected/Burned

Uri ng Materales ng Bahay:

- Masonry block/sand/brick
- Marble/cement/stone
- Half concrete/brickstone
- Others

Pag-aari sa Bahay:

- Being occupied for free w/ consent of owner
- Rented
- Owner/Being Amortized
- Being occupied for free w/o consent of owner
- Government Property
- FNR Lot
- Others

Yari ng Bahay:

- Multi-unit Residence (3 units or more)
- Single House
- Duplex
- Extension
- Other Housing unit
- Commercial/Industrial/Agricultural
- Institutional Living Quarters
- Not reported

Uri ng Gamit sa Pagluluto:

- Kerosene (Gas)
- Wood
- Electricity
- Charcoal
- Others

- LP Gas
- LPG/Propane
- LPG/Electric
- Charcoal/Peat
- None
### AGRICULTURAL INFORMATION:

**Status of Ownership in the Farm (if farming/fishing):**
- [ ] Leased
- [ ] Owned (Saill)
- [ ] Tenant
- Freshwater Fish cage/ Pen
- Brackish water Fishpond
- Marine Fish cage/ Pen
- Freshwater Fishpond
- Others

**Source of Water in the Farm:**
- [ ] Deep well (Balon)
- [ ] Rainwater (Tubig-Ulan)
- [ ] Irrigation/Floodwater
- [ ] Deep well Rainwater (Balon/Tubig-ulan)
- [ ] Iba pa

### Agricultural Products:

<table>
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<tr>
<th>Product (Produkto)</th>
<th>Area (Laawak) (ha/karya)</th>
<th>Place (Lugar) (Brgy/Mun/Prov)</th>
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### Farm Animals:

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<th>Number (Bilang)</th>
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<td>Carabaos (Kalikaw)</td>
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</tr>
<tr>
<td>Cow (Bala)</td>
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</tr>
<tr>
<td>Pig (Baby)</td>
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<td>Chicken (Manok)</td>
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<td>Goat (Kambing)</td>
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<tr>
<td>Horse (Kabayo)</td>
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### Agricultural Machinery Owned:

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<th>Machinery (Kagamitan)</th>
<th>Capacity (Kapasidad)</th>
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<tbody>
<tr>
<td>Rice mill (Kasalaran)</td>
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</tr>
<tr>
<td>Grain Drying Facility</td>
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<tr>
<td>Warehouse/Storehouse</td>
<td></td>
</tr>
<tr>
<td>Thresher (Panggilak)</td>
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<tr>
<td>Hand Tractor (Traktora)</td>
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</table>

### HOUSEHOLD S INFORMATION:

<table>
<thead>
<tr>
<th>Name (First/Middle/Last)</th>
<th>Relation to HH</th>
<th>S</th>
<th>Sex</th>
<th>Birthday Month/Day/Year</th>
<th>Reg. Number</th>
<th>Patronymic</th>
<th>Civil Status</th>
<th>Reg. Area</th>
<th>Religion</th>
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### Para Sa mga Batang Edad 0-71 Months:

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<th>Weight (Kg.)</th>
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<th>BCG</th>
<th>DPT1</th>
<th>DPT2</th>
<th>DPT3</th>
<th>OPV1</th>
<th>OPV2</th>
<th>OPV3</th>
<th>HapB1</th>
<th>HapB2</th>
<th>HapB3</th>
<th>HB1</th>
<th>HB2</th>
<th>HB3</th>
<th>Hb Booster</th>
<th>Measles</th>
<th>A.L. (P)</th>
<th>Vi A (I)</th>
<th>Vi A (II)</th>
<th>Ca (P)</th>
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Office of the Vice President for Research, Development and Extension
Batangas State University
Tel. No.: (043) 300-2202 loc. 108