

# ANNUAL ACCOMPLISHMENT REPORT 2020





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## **Simeon Suan Vocational and Technical College**

Pag-asa, Bansud, Oriental Mindoro

Prepared by:

NOTED:

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Voc. School Administrator II

# INTRODUCTION

The Simeon Suan Vocational and Technical College (SSVTC), on its 25<sup>th</sup> year of existence, since its conversion to TESDA legislated school in 1995, surpassed many challenges, especially on the year 2020 where pandemic (COVID 19) exists. To address the mandate of the government, through quality delivery of technical trainings, the institution, being the only TESDA administered school in the province of Oriental Mindoro, is committed to implement programs and activities in accordance with the TESDA's Core Business and TESDA's thrust: that is skills development and productivity, giving priority to the marginalized sector, which is anchored to the slogan “ **TESDA Abot Lahat**”

The Institution is continuously implementing Competency-Based curriculum in school and in communities. For the year 2020, additional programs were registered and implemented to respond to the TESDA Secretary's directives. SSVTC registered four (4) qualifications/courses as follows:

1. **Modified Farmers Field School on Modernized Production of High Quality Inbred Rice and Seed Certification & Farm Mechanization – (96 hrs)**
2. **English Proficiency Training: Communicating Effectively through Spoken and Written English (143 hrs)**
3. **Motorcycle/Small Engine Servicing NC II (650 hrs)**
4. **Barangay Health Services NC II (560 hrs)**

At present, the school offers twenty six (26) programs which are UTPRAS compliant and soon to be registered in dual and mobile training programs.

Instructors/trainers attended different trainings/seminars, to equip them with the modern or new technology and training methodology. Said trainings/seminars were conducted through *virtual approach*, due to existence of COVID 19 Pandemic.

SSVTC is also an active LGU partner in uplifting the economic well-being of the people, particularly the special clients such as; Out of School Youth, drug surrenderees, Indigenous People (IPs), persons with disabilities (PWDs) unemployed and senior citizens through its Community Based Training Programs. Various scholarship programs of TESDA were also implemented, in partnership with different municipalities of the 1<sup>st</sup> and 2<sup>nd</sup> District of Oriental Mindoro, such as Universal Access to Quality Tertiary Education Act (**UAQTEA**), Special Training for Employment Program (**STEP**), Training for Work Scholarship Program (**TWSP**) and Rice Extension Services Programs (**RESP**) under the Rice Competitiveness Enhancement Fund (**RCEF**).

Physical Facilities were improved ,particularly the Assesment Office. Rehabilitation of workshops and laboratories were done for better CBT delivery and skills enhancement of the trainees. Additional ten (10) units of laptop computers were provided to Instructors for implementation of on-line training due to COVID 19 pandemic.

SSVTC together with TESDA Ormin, jointly exerted efforts to fight against COVID-19. Despite of lockdown and Enhanced Community Quarantine, SSVTC personnel reported for work for the mass production of facial masks and PPEs for distribution to the frontliners of the province. Recipients were the health workers of different LGUs, Or. Mindoro Provincial Hospital, law enforcers, etc. Aside from facial masks and PPEs, SSVTC trainers baked pastry products for the frontliners.

The year 2020 is a challenging year for SSVTC because of the existence of COVID 19 pandemic. Adjustments in the conduct of training programs and other activities have to be made due to the health protocols and community quarantine implemented by IATF AND LGUs. But despite of all those hindrances, the school made its best to respond to the directives of TESDA, and bagged the “ **BEST TTI Award**” nationwide.

## **PROFILE OF SSVTC**

Simeon Suan Vocational and Technical College , is formerly Simeon Suan Memorial National High School after it was converted to TESDA institution in 1995 by virtue of Republic Act No. 8142. The college has two (2) campuses now; the main campus with a land area of **11,916.75** sq meters which is fully utilized and the other is the **12.5**-hectare site donated by LGU at sitio Ebong, Pag-asa, Bansud, Or. Mindoro, which is currently being developed as **SSVTC Farm & Agri-Business/Tourism School**.

Today, SSVTC is managed by a Vocational School Administrator III, backed-up by 13 non-teaching personnel and 24 dynamic instructors. Due to lack of administrative staff, three (3) teaching personnel were designated to different administrative positions and hired 6 support staff and 5 teaching staff under Job Order/contract of service to help the administration in carrying out its functions, both administrative and technical operation.

### **PHILOSOPHY-**

An institution that nurtures the total development of the Filipino youth, rich in knowledge, competent in their skills and imbued with positive attitude and work values; whose programs and services reflect the needs of its clientele and that of the greater community it serves; a school that is student-centered, enabling them to grow into productive, responsible, peaceful and God-loving individuals.

## **VISION, MISSION, QUALITY POLICY, GOALS AND OBJECTIVES**

### **I. VISION**

A caring institution that fosters an education for sustainable development and leads in raising up the socio-economic status of Mindoreños, through relevant and high quality technical education and skills development.

### **II. MISSION STATEMENT**

Provides world class, globally competitive and disciplined workers with well-founded mindset for environment care, responsive to the challenge of change.

## II. QUALITY POLICY

Our worth is gauged through the performance of our graduates, quality services/products and the satisfaction of our clients.

## IV. GOALS AND OBJECTIVES:

1. Provide knowledge, skills, attitudes and work value-oriented programs needed to develop the students' capabilities to become highly competent workers;
2. Expand network and partnership with industries and stakeholders;
3. Ensure effective and efficient governance and management system.

## CAPABILITES AND EXPERTISE –

- Land area of over 13 hectares school site (main campus and Farm school)
- 26 programs/courses are registered and accredited by TESDA under the Unified TVET Programs Registration and Accreditation System (UTPRAS)
- Well-equipped work stations/shops and other facilities
- Well-trained, certified and competent trainers
- Curriculum aligned to Training Regulations
- SMAW NC II as Distinctive Area of Competence (DAC) with **2 STAR Rating**
- Awardee- 2<sup>nd</sup> Place in Innovation, National Competition
- Home of Tagsanay Awardees- 1 Trainer on top 3, and 2 Trainers on top 10
- Best TTI Performer CY 2017 (MIMAROPA Region)
- Best TTI Performer CY 2020 (nationwide)
- APACC Accredited – 2018 (BRONZE)

## SCHOOL ORGANIZATION:

SSVTC organizational structure provides flexibility in meeting the needs of its clients and responds to training and industry demand. This structure supports the institution's / Office Performance Commitment Plan (OPCP) which consists of several TVET programs.

- ***Administration Personnel***

Engr. Israfel L. Mangui – Acting Voc. School Administrator

Mr. Elveen M. Mondoñedo – Voc. Instruction Supervisor III

Ms. Gloria B. de Jesus – Administrative Officer IV

Ms. Meriam C. Ilao - Registrar III/Planning Focal

Ms. Rosario H. Lacdan – Instructor III/Des. Assistant Registrar  
Mr. Ruel O. De Castro- Asst. Prof. I/ Des. Budget Officer  
Mrs. Liza O. Ilagan - Accountant I  
Ms. Charity M. Vista - Instructor II/ Des. Collecting Officer  
Ms. Carmela S. Fanoga – Admin. Officer I  
Mr. Ramon M. Robledo – Admin. Aide IV  
Mr. Kim Arlet J. Saguid – Admin. Aide III  
Mr. Nilo M. Sigue - Admin. Aide IV  
Mr. Harold C. Suan – Sec. Guard II  
Mr. Ricky E. Cosme - Sec. Guard I  
Mr. Angelito O. Aquino – Sec. Guard I  
Mr. Dennis M. Nazareno – Sec. Guard I

• ***Teaching Personnel & Focal Persons/ Coordinators***

Mr. Edgar Martin R. Salcedo- Associate Prof. I- AC Manager  
Ms. Ednalyn E. Salcedo – Asst. Professor IV/ IGP Focal  
Mr. Michael L. Manalo – Asst. Professor IV/Physical Facilities Focal  
Ms. Helen C. Suan – Asst. Professor. III/ IT Focal  
Ms. Helen M. Fajutagana – Asst. Prof. II/ Assessment Processing Officer  
Mr. Arnel P. Fajutagana – Asst. Professor II  
Ms. Ma. Luisa F. Madla – Asst. Prof. III/Des. Guidance Staff  
Mr. Gil T. Rodriguez – Asst. Professor I  
Ms. Ciela B. Magnaye –Asst. Prof. II/GAD Focal  
Ms. Jinky T. Umali – Asst. Prof. I  
Mr. Jeferson M. Amio - Asst. Professor II  
Mr. Elvis G. Baes – Asst. Professor II  
Mr. Reynaldo M. Hernandez- Asst. Prof. I  
Ms. Emely S. Telosa – Asst. Professor I  
Ms. Paula Ruth Andoyo – Instructor II  
Mr. Benjie A. Genil - Instructor II  
Ms. Maricel V. Barredo – Instructor I  
Mr. Kevin Andrew P. Reyes - Instructor II  
Ms. Irish C. Macalindong – Instructor I  
Mr. Bhernel Jannine L. Salvio- Instructor I  
Ms. Maria Dhel P. – Instructor I

• **Support Staff & Teaching Personnel (JO/Contract of Service)**

Girlye Joy D. Eguillon – Teaching staff

Felson M. Maestro – Teaching Staff

Jamaica Jade M. Moredo – Teaching Staff

Airyn D. Rada – Teaching Staff

Linda L. Solas – Teaching Staff

Manolo F. Sotejo – Teaching Staff

Moises J. Rabino – Support Staff

Joan H. Julao – Support Staff

Jennard L. Montiel - Support Staff

Aniano M. Vizco – Support Staff

Ronaldo Martos - Support Staff

## **TESD PROGRAMS AND SERVICES**

The year 2020 is a meaningful year for SSVTC, for despite of pandemic, the institution has a good outcome of delivery of TVET programs and services. The momentum of accomplishments made, through the joint efforts of all personnel, were greatly recognized, hence, it was awarded “**BEST TTI** “ nationwide by the Technical Education and Skills Development Authority (TESDA) on December, 2020.

The implementation of all scholarship programs for the year 2020, had a great impact to the less fortunate/ underprivileged individuals who want to avail free education and training. The school now offers the following registered courses ( bundle and single ):

### **1. FULL QUALIFICATION PROGRAMS**

#### **Construction Sector-**

- PV System Installation NC II
- PV System Servicing NC III
- Electrical Installation and Maintenance NC II
- Electrical Installation and Maintenance NC III

#### **Welding and Fabrication Works (bundled program)**

- Shielded Metal Arc Welding NC I
- Shielded Metal Arc Welding NC II
- Shielded Metal Arc Welding NC III

- Gas Tungsten Arc Welding NC II

#### **Land Transport Sector -**

- Automotive Servicing NC I
- Automotive Servicing NC II
- Motorcycle/Small Engine Servicing NC II
- Driving NCII

#### **Electronics Sector –**

- Electronics Products Assembly and Servicing NC II
- Solar Assembly

#### **Food Production Services (bundled program) -**

- Food Processing NC II
- Cookery NC II
- Bread and Pastry Production NC II

#### **Garments Sector -**

- Dressmaking NC II

#### **Hotel and Restaurant Services (bundled program)**

- Housekeeping NC II
- Housekeeping NC III
- Food and Beverage Services NC II

#### **TVET Sector -**

- Trainers' Methodology I

#### **Agriculture Sector –**

- Agricultural Crops Production NC II
- Modified Farmers Field School on Modernized Production of High Quality Inbred Rice and Seed Certification & Farm Mechanization

#### **Others -**

- English Proficiency Training: Communicating Effectively through Spoken and Written English
- Barangay Health Services NC II

## 2.) COMMUNITY-BASED TRAINING PROGRAMS –

The Institution also offered/conducted Community Based Training Programs or short term programs in different communities. Most of the beneficiaries were Out-of-School-Youths (OSYs), Indigenous People (IPs), Persons with Disabilities (PWDs), Senior Citizens and underprivileged/unemployed individuals.

The table below shows the short term courses offered as Community Based Trainings in support to the food security, construction, agriculture and information sectors.

<b>Program</b>	<b>Leading to:</b>	<b>Number of training days</b>	<b>With national assessment</b>
Process food by salting, curing and smoking	Food Processing NC II	10	yes
Process food by fermentation and pickling	Food Processing NC II	10	Yes
Process Food by Sugar Concentration	Food Processing NC II	10	Yes
Process Food by Drying and Dehydration	Food Processing NC II	10	Yes
Process Food by Thermal Application	Food Processing NC II	10	Yes
Solar Light Assembly	Solar Light Assembly	10	None
Bread Making	BPPNC II	10	yes
Pastry making	BPPNC II	10	yes
Cake making	BPPNC II	10	yes
Petits fours making	BPP NC II	10	yes
Service motorcycle/ small engine system	MSES NC II	18	yes
Service electrical system	MSES NC II	18	yes
Overhaul motorcycle/ small engine	MSES NC II	18	yes
Deliver training session	TM I	25	Yes
Conduct competency	TM I	20	yes

assessment			
Service Engine Component	ATS NC II	20	yes
Service Automotive Electrical Components	ATS NC II	20	yes
Service Underchassis Components	ATS NC II	20	yes
Service Powertrain Components	ATS NC II	20	yes
Prepare and cook hot meals	Cookery NC II	11	yes
Prepare Cold Meals	Cookery NC II	11	yes
Prepare Sweets	Cookery NC II	11	yes
Providing Butter Service	Housekeeping NC II	13	yes
Providing Housekeeping to Guests	Housekeeping NC II	13	yes
Cleaning public areas	Housekeeping NC II	13	yes
Providing laundry services	Housekeeping NC II	13	yes
Perform nursery operations	ACP NC II	10	yes
Plant crops	ACP NC II	10	yes
Care and maintain crops	ACP NC II	10	yes
Carry-out harvest and postharvest operations	ACP NC II	10	yes

### 3.) SCHOLARSHIPS -

To spearhead the different scholarship programs of the government, for the less fortunate and underprivileged, SSVTC was able to conduct trainings for 2020 in coordination with local government units in the 1<sup>st</sup> & 2<sup>nd</sup> districts of Or. Mindoro under the following scholarship programs:

1. **STEP** ( Special Training for Employment Program)
2. **TWSP** (Training for Work Scholarship Program)
3. **UAQTEA** (Universal Access to Quality Tertiary Education Act)
4. **RSEP/RCEF** (Rice Extension Services Program under Rice Competitiveness Enhancement Fund)

<b>Scholarship</b>	<b>No. of Enrolled</b>	<b>No. of Graduates</b>
STEP	131	145
TWSP	273	208
UAQTEA	326	428
RESP/RCEF	475	375

### 4.) CAREER GUIDANCE AND INFORMATION SERVICES –

This is a facilitation of services to high school students, new enrollees and other clients of TVET. The school conducted career guidance and information dissemination among secondary students ( particularly to senior high school students) of the K-12 Program of DepEd, as per invitation of different high schools in the province and during the conduct of the Training Induction Program (TIP) before the start of classes in SSVTC.

It is the duty of the school to disseminate TESDA programs to the public as a way of bringing government services closer to the people.

## 5.) EMPLOYMENT FACILITATION SERVICES –

The OJT and Employment Coordinator conducts monthly monitoring of SSVTC graduates. This is to know whether they are able to avail employment both local and abroad.

As expected, to measure the impact of TVET programs, graduates should be employed six (6) months after completion of the training. For the year 2020, there were ----- graduates from different qualifications who were employed locally & abroad and some were self-employed.

To strengthen the employability and productivity of TVET graduates, SSVTC entered into an agreement with partner industries for Dual Training Program (DTP) / Dual Training Scheme (DTS) to equip them with cognitive, psychomotor and effective skills that are demanded at the workplace. The accredited DTP partner industries were as follows:

<u>Name of Industry/Partner</u>	<u>Accreditation Number</u>
1. TITANIUM MOVERS MANILA (Bauan, Batangas)	DTP-201717522021
2. KINGS KMV CALIBRATION CENTER (Quezon City)	DTP-201717522024
3. PSUELLO GROUP INC. (KIA MOTORS CALAPAN)	DTP-201717522025
4. SPECMASTER – Quezon City	MOA approved ( no accreditation yet)
5. AMF METAL INDUSTRIES –Valenzuela City	DTS-201817522001

Through a vibrant and strong partnership/linkages, the school was able to expand choices/opportunities to its clients and stakeholders thereby enhances its image and sustainability.

The use of social media(FB page), newsletter, and radio plugging over 99.7 DZNI Radyo Kaunlaran with the program “Usapang TESDA @SSVTC made it easier for the public to inform them of the programs and services offered by the school.

(insert pictures)

## TESD REGULATION SERVICES

### 1. Assessment and Certification -

SSVTC is a TESDA accredited assessment center in Oriental Mindoro and continuously conducting assessment activities in the following qualifications/trade areas:

<u>QUALIFICATION:</u>	<u>ACCREDITATION NUMBER:</u>
1. Automotive Servicing NC I	AC-ATS0117521921174
2. Automotive Servicing NC II	AC-ATS0217521921102
3. Food and Beverage Services NC II	AC-FBS0217521921104
4. Food Processing NC II	AC-FOP0217521921107
5. Electrical Inst. & Maintenance NC II	AC-EIM0217522022141
6. Electrical Inst. & Maintenance NC III	AC-EIM0317522022142
7. Shielded Metal Arc Welding NC I	AC-EAW0117521921103
8. Shielded Metal Arc Welding NC II	AC-EAW0217521820139
9. Shielded Metal Arc Welding NC III	AC-EAW0317521921148
10. Gas Tungsten Arc Welding NC II	AC-TIG0217521820138
11. Cookery NC II	AC-COK0217521820136
12. Bread and Pastry Production NC II	AC-BPP0217521820145
13. Housekeeping NC II	AC-HSK0217521618107
14. Housekeeping NC III	AC-HSK0317521820137
15. Driving NC II	AC-DRV0217521921182
16. Elect. Product Ass. & Servicing NC II	AC-EPAS0217521921151
17. Dressmaking NC II	AC-DRM0217521921106
18. Motorcycle/Small Engine Servicing NC II	AC-MSE0217522022101
19. Trainer's Methodology I	AC-TRM0117522022143
20. PV System Installation NC II	AC-PV10217521921150
21. PV Systems Servicing NC III	AC-PVS0317521921149
22. Agricultural Crops Production NC II	AC-ACP0217521921147

### 2.) TVET Program Registration and Accreditation

To comply with the new Training Regulations one (1) course/qualification was migrated and registered under UNIFIED TVET PROGRAM REGISTRATION AND ACCREDITATION SYSTEM (UTPRAS) as follows:

- **Motorcycle/Small Engine Servicing NC II**

Other programs were also registered to respond to the TESDA's directives as follows:

- **Modified Farmers Field School on Modernized Production of High Quality Inbred Rice and Seed Certification & Farm Mechanization**
- **English Proficiency Training: Communicating Effectively Through Spoken and Written English**
- **Barangay Health Services NC II**

At present, the school offers twenty six (26) programs which are **UTPRAS** compliant and soon to be registered in dual and mobile training programs.

### **3.) APACC/Star Rating System –**

In order to improve the quality of services of the institution, TESDA is mandating /requiring all schools (TTIs) to enroll for **APACC** (Asia Pacific Accreditation & Certification Commission) and for **STAR** (System for TVET Accreditation and Recognition).

For the year 2020, SSVTC applied for STAR rating of the following courses/programs:

1. Bread and Pastry Production NC II
2. Food Processing NC II
3. Shielded Metal Arc Welding NC II
4. Automotive Servicing NC II
5. Housekeeping NC II
6. Food and Beverage Services NC II
7. Trainers' Methodology I
8. Driving NC II

The Regional Evaluation Team evaluated the documents and facilities of the school and luckily the school passed the evaluation at the Regional level and endorsed the same to TESDA Central Office for final evaluation and approval.

## SUPPORT TO OPERATION

### 1.) Partnerships and Linkages –

To sustain school's operation, SSVTC strengthens its linkages to different partner industries, LGUs and national agencies, to tie-up for the different programs and projects.

NAME OF PARTNER /AGENCY	ACTIVITY/PROGRAM
1. Department of Agriculture	Technical assistance for Agriculture programs/projects
2. Conception National High School- Conception, Romblon	Training and assessment (EIM, Cookery, Bread & Pastry Production, Food and Beverage Services )
3. Mindoro State College of Science and Technology- Alcate, Victoria, Or. Mindoro	Training and assessment (Housekeeping NC II)
4. Southwestern Inst. Of Business and Technology, Inc. – Pinamalayan, Or. Mdo	Training and assessment (EIM and Food and Beverage Services NC II)
5. Nabuslot National High School- Pinamalayan, Or. Mindoro	Training and assessment (EIM, Cookery, Bread and Pastry, Food and Beverage Services)
6. Villa Pag-asa National High School- Bansud, Or. Mindoro	Training and assessment (EIM, Housekeeping and Food & Beverage Services )
7. MIMAROPA Youth Center- Bansud, Or. Mindoro	Training on Housekeeping, Table skirting and Napkin Folding
8. 4 <sup>th</sup> Infantry (SCORPION) Battalion, 2ID, PA- Bulalacao, Or. Mindoro	Training on Diesel Engine Tune-up, Repair and Maintenance of Vehicle, Defensive Driving, Auto Motor Mechanical/Electrical
9. DepEd, ALS ,Pinamalayan, Or. Mindoro	Training and Assessment (SMAW, FBS, EIM, Housekeeping, Driving, Motorcycle/Small Engine Servicing and Dressmaking
10. DepEd. ALS, Socorro, Or. Mindoro	Training and assessment (EIM, Housekeeping, Driving, Motorcycle/Small Engine Servicing and Dressmaking
11. Masaguisi National High School- Bongabong, Or. Mindoro	Training and assessment in Food and Beverage Services NC II
12. Villa Pag-asa Elem. School Teachers- Villa Pag-asa ,Bansud, Or. Mindoro	Training and assessment in Driving NC II

13. Paradigm College of Science & Technology- Roxas, Or. Mindoro	Training and assessment in Trainer's Methodology Level 1
14. Bureau of Jail Management & Penology (BJMP)-Bansud, Or. Mdo.	Training on Pastry Making (for detainees)
15. John Paul College-Roxas, Or. Mdo.	Training and assessment in Trainer's Methodology Level 1
16. Alcadesma National High School	Training and assessment in EIM, EPAS, PV System Installation , Food and Beverage Services NC II
17. ERHARD School of Science and Technology, Inc. –Gloria, Or. Mindoro	Training and assessment in EPAS NC II
18.Bansud Municipal Police Station-Bansud, Or. Mindoro	Training on Solar Light Assembly
19. Automate Gen. Merchandise and Auto Services-Pinamalayan, Or. Mdo.	Training and assessment in Automotive Servicing NC I and NC II
20.Eagle R Gas Station – Pinamalayan, Or. Mindoro	Training and assessment in Automotive Servicing NC I and NC II
21.AMF METAL INDUSTRIES – Valenzuela City	OJT/DTS and employment of trainees (SMAW/GTAW)
22.KINGS KMV CALIBRATION CENTER (Quezon City)	DTP and employment (Auto Servicing)
23.SPECMASTER – Quezon City	DTP and employment
24.TITANIUM MOVERS MANILA	DTP and employment
25. PSUELLO GROUP INC. (KIA MOTORS CALAPAN)	DTP and employment

## 2. Gender And Development (GAD) Program –

One of the programs implemented annually by the institution is the Gender and Development Program (GAD). For the year 2018, the said activity was conducted during the **14<sup>th</sup>Women with Disabilities Day Celebration**, wherein the participants were mostly persons with disabilities (PWDs).

Time flies so fast and another community was chosen to be benefited for this year's theme, **“Progress to Success: Babaeng Maykapansanan sa Pagbabago, Manguna at Manindigan Ka.”** There were activities specifically designed for women. Headed by Ms. Ciela B. Magnaye, SSVTC GAD focal, the team reached out to women with disabilities of Brgy. Poblacion, Bongabong, Or. Mindoro.

Excited and armored with their passion to help, SSVTC GAD team left for a day the school premises and launched a program of awareness (laws that protect women and their children) and skills training (Entrepreneurship and Pastry Making) in which 15 women with disabilities were given the opportunity to learn and participate. Despite of the frequent power interruption during the program, cookies were baked and tasted by the participants.

The participants showed their interest to do a business and strong desire to earn in their own capacity. They are the persons who see themselves more than the disability they have. They are inspired to succeed and make their own story to be shared. Though sometimes they experienced discrimination, they never stop believing themselves.

At the end of the program, Ms. Emelyn R. Adriano, PWD coordinator of Bongabong expressed their appreciation to the team and to SSVTC. Participants received a T-shirt and certificate during the awarding ceremony.

Other GAD trainings were integrated in the conduct of regular trainings. (insert pictures)

### **3. IGPs Implemented -**

To support the school's operational and financial needs due to its small budget allocation for MOOE, a sustainable Income Generating Projects (IGP) were continuously implemented. These IGPs are as follows:

1. Dormitory ( board and lodging)
2. Dressmaking ( school uniform)

(insert pictures)

## GENERAL ADMINISTRATIVE AND SUPPORT SERVICES

### 1.) Staff Development Program-

#### a.) Trainings/Seminars-

The Staff development program of the institution is one of the priority endeavors of the school for professional growth of its human resources. This is also to prepare and meet the requirements of the national certificate system and to enable technical instructors to upgrade their skills in the areas of specialization. Due to COVID-19 Pandemic, virtual trainings were attended by the trainers and other administrative staff to upgrade their knowledge and skills needed in the delivery of quality services. The following table shows the list of trainings attended by faculty and staff of SSVTC for the year 2020.

TESDA-OP-AS-01-F06  
Rev. No. 00 – 03/01/17

Technical Education and Skills Development Authority

### TRAINING PROGRAM MONITORING REPORT FORM For the Month of January - December, 2020

Training Program	Training Duration	Name of Participants	Office	Position	Status of Implementation of Program (Completed/ Not Completed)	Remarks
Post-Sharing Workshop (PSW) on Electrical Installation	January 12-18, 2020	JEFERSON M. AMIO	TESDA-SSVTC	Asst. Prof. II	Completed	
Training of Regional Lead Trainers (RLT) on the Installation and Maintenance of Solar-Powered Irrigation Systems (SPIS)	January 19-25, 2020	JEFERSON M. AMIO	TESDA-SSVTC	Asst. Prof. II	Completed	

Blended Online Program for Trainers Methodology	March 5-6, 2020	MARICEL V. BARREDO	TESDA-SSVTC	Instructor I	Completed	
Blended Online Program for Trainers Methodology	March 5-6, 2020	PAULA RUTH B. ANDOYO	TESDA-SSVTC	Instructor II	Completed	
Blended Online Program for Trainers Methodology	March 5-6, 2020	ELVIS G. BAES	TESDA-SSVTC	Asst. Prof. II	Completed	
Blended Online Program for Trainers Methodology	March 5-6, 2020	REYNALDO M. HERNANDEZ	TESDA-SSVTC	Asst. Prof. I	Completed	
Blended Online Program for Trainers Methodology	March 5-6, 2020	BENJIE A. GENIL	TESDA-SSVTC	Instructor II	Completed	

Preparing Stocks, Sauces and Soup	April 28, 2020	GLORIA B. DE JESUS	TESDA-SSVTC	Admin Officer IV	Completed	
Preparing Stocks, Sauces and Soup	April 28, 2020	GERLIE JOY D. EGUILLON	TESDA-SSVTC	JO-Trainer	Completed	
Practicing COVID-19 Preventive Measures in Workplace	1-Jun-20	MARICEL V. BARREDO	TESDA-SSVTC	Instructor I	Completed	
Practicing COVID-19 Preventive Measures in Workplace	1-Jun-20	CHARITY M. VISTA	TESDA-SSVTC	Instructor II	Completed	
Practicing COVID-19 Preventive Measures in Workplace	1-Jun-20	GLORIA B. DE JESUS	TESDA-SSVTC	Admin Officer IV	Completed	
Practicing COVID-19 Preventive Measures in Workplace	1-Jun-20	MARIA DHEL P. ESPINO	TESDA-SSVTC	Instructor I	Completed	
Practicing COVID-19 Preventive Measures in Workplace	1-Jun-20	GERLIE JOY D. EGUILLON	TESDA-SSVTC	JO-Trainer	Completed	
Practicing COVID-19 Preventive Measures in Workplace	2-Jun-20	JEFERSON M. AMIO	TESDA-SSVTC	Asst. Prof. II	Completed	
Practicing COVID-19 Preventive Measures in Workplace	2-Jun-20	PAULA RUTH B. ANDOYO	TESDA-SSVTC	Instructor II	Completed	
Practicing COVID-19 Preventive Measures in Workplace	2-Jun-20	ELVIS G. BAES	TESDA-SSVTC	Asst. Prof. II	Completed	
Practicing COVID-19 Preventive Measures in Workplace	2-Jun-20	HELEN M. FAJUTAGANA	TESDA-SSVTC	Asst. Prof. II	Completed	
Practicing COVID-19 Preventive Measures in Workplace	2-Jun-20	IRISH C. MACALINDONG	TESDA-SSVTC	Instructor I	Completed	
Practicing COVID-19 Preventive Measures in Workplace	2-Jun-20	MA LUISA F. MADLA	TESDA-SSVTC	Asst. Prof. III	Completed	

Practicing COVID-19 Preventive Measures in Workplace	2-Jun-20	CIELA B. MAGNAYE	TESDA-SSVTC	Asst. Prof. II	Completed	
Practicing COVID-19 Preventive Measures in Workplace	2-Jun-20	MICHAEL L. MANALO	TESDA-SSVTC	Asst. Prof. IV	Completed	
Practicing COVID-19 Preventive Measures in Workplace	2-Jun-20	ELVIS G. BAES	TESDA-SSVTC	Asst. Prof. II	Completed	
Practicing COVID-19 Preventive Measures in Workplace	2-Jun-20	HELEN M. FAJUTAGANA	TESDA-SSVTC	Asst. Prof. II	Completed	
Practicing COVID-19 Preventive Measures in Workplace	2-Jun-20	KEVIN ANDREW P. REYES	TESDA-SSVTC	Instructor II	Completed	
Practicing COVID-19 Preventive Measures in Workplace	2-Jun-20	GIL T. RODRIGUEZ	TESDA-SSVTC	Asst. Prof. I	Completed	
Practicing COVID-19 Preventive Measures in Workplace	2-Jun-20	BHERNEL JANNINE L. SALVIO	TESDA-SSVTC	Instructor I	Completed	
Practicing COVID-19 Preventive Measures in Workplace	2-Jun-20	HELEN C. SUAN	TESDA-SSVTC	Asst. Prof. III	Completed	
Practicing COVID-19 Preventive Measures in Workplace	2-Jun-20	EMELY S. TELOSA	TESDA-SSVTC	Asst. Prof. I	Completed	
Practicing COVID-19 Preventive Measures in Workplace	2-Jun-20	JINKY T. UMALI	TESDA-SSVTC	Asst. Prof. I	Completed	
Practicing COVID-19 Preventive Measures in Workplace	2-Jun-20	RUEL O. DE CASTRO	TESDA-SSVTC	Asst. Prof. I	Completed	
Practicing COVID-19 Preventive Measures in Workplace	2-Jun-20	ARNEL P. FAJUTAGANA	TESDA-SSVTC	Asst. Prof. II	Completed	
Practicing COVID-19 Preventive Measures in Workplace	2-Jun-20	CARMELA S. FANOGA	TESDA-SSVTC	Admin Officer I	Completed	
Practicing COVID-19 Preventive Measures in Workplace	2-Jun-20	REYNALDO M. HERNANDEZ	TESDA-SSVTC	Asst. Prof. I	Completed	
Practicing COVID-19 Preventive Measures in Workplace	2-Jun-20	LIZA O. ILAGAN	TESDA-SSVTC	Accountant I	Completed	
Practicing COVID-19 Preventive Measures in Workplace	2-Jun-20	ROSARIO H. LACDAN	TESDA-SSVTC	Instructor III	Completed	
Practicing COVID-19 Preventive Measures in Workplace	2-Jun-20	ISRAFEL L. MANGUI	TESDA-SSVTC	VSA II	Completed	
Practicing COVID-19 Preventive Measures in Workplace	2-Jun-20	KIM ARLET J. SAGUID	TESDA-SSVTC	Admin Aide III	Completed	
Practicing COVID-19 Preventive Measures in Workplace	2-Jun-20	AIRYN D. RADA	TESDA-SSVTC	JO-Trainer	Completed	

Practicing COVID-19 Preventive Measures in Workplace	2-Jun-20	JOANE H. JULAO	TESDA-SSVTC	JO-Admin Aide	Completed	
Practicing COVID-19 Preventive Measures in Workplace	3-Jun-20	MERCELPER MELANIE A. MAJABA	TESDA-SSVTC	Asso. Prof. III	Completed	
Practicing COVID-19 Preventive Measures in Workplace	3-Jun-20	EDGAR MARTIN R. SALCEDO	TESDA-SSVTC	Asso Prof. I	Completed	
Practicing COVID-19 Preventive Measures in Workplace	3-Jun-20	EDNALYN E. SALCEDO	TESDA-SSVTC	Asst. Prof. IV	Completed	
Practicing COVID-19 Preventive Measures in Workplace	3-Jun-20	ANGELITO O. AQUINO	TESDA-SSVTC	Security Guard I	Completed	
Practicing COVID-19 Preventive Measures in Workplace	3-Jun-20	RICKY E. COSME	TESDA-SSVTC	Security Guard I	Completed	
Practicing COVID-19 Preventive Measures in Workplace	3-Jun-20	MERIAM C. ILAO	TESDA-SSVTC	Registrar III	Completed	
Practicing COVID-19 Preventive Measures in Workplace	3-Jun-20	DENNIS M. NAZARENO	TESDA-SSVTC	Security Guard I	Completed	
Practicing COVID-19 Preventive Measures in Workplace	3-Jun-20	RAMON M. ROBLEDO	TESDA-SSVTC	Admin Aide IV	Completed	
Practicing COVID-19 Preventive Measures in Workplace	3-Jun-20	NILO M. SIGUE	TESDA-SSVTC	Admin Aide IV	Completed	
Practicing COVID-19 Preventive Measures in Workplace	3-Jun-20	RONALDO M. MARTOS	TESDA-SSVTC	JO-Utility	Completed	
Practicing COVID-19 Preventive Measures in Workplace	3-Jun-20	GENNARD L. MONTIEL	TESDA-SSVTC	JO-Utility/Driver	Completed	
Practicing COVID-19 Preventive Measures in Workplace	3-Jun-20	MOISES J. RABINO	TESDA-SSVTC	JO-Carpenter	Completed	
Practicing COVID-19 Preventive Measures in Workplace	5-Jun-20	BENJIE A. GENIL	TESDA-SSVTC	Instructor II	Completed	
Facilitating E-Learning Program	May 28-June 5, 2020	MARICEL V. BARREDO	TESDA-SSVTC	Instructor I	Completed	
Practicing COVID-19 Preventive Measures in Workplace	7-Jun-20	HAROLD D. SUAN	TESDA-SSVTC	Security Guard II	Completed	
Practicing COVID-19 Preventive Measures in Workplace	10-Jun-20	FELSON M. MAESTRO	TESDA-SSVTC	JO-Trainer	Completed	
Practicing COVID-19 Preventive Measures in Workplace	10-Jun-20	MANOLO F. SOTEJO	TESDA-SSVTC	JO-Trainer	Completed	
Facilitating E-Learning Program	June 15-19, 2020	ELVIS G. BAES	TESDA-SSVTC	Asst. Prof. II	Completed	
Facilitating E-Learning Program	June 15-19, 2020	EDNALYN E. SALCEDO	TESDA-SSVTC	Asst. Prof. IV	Completed	
Facilitate eLearning Sessions	June 22-26, 2020	MA LUISA F, MADLA	TESDA-SSVTC	Asst. Prof. III	Completed	
Facilitate eLearning Sessions	June 22-26, 2020	BHERNEL JANNINE L. SALVIO	TESDA-SSVTC	Instructor I	Completed	

Facilitate eLearning Sessions	June 22-26, 2020	CHARITY M. VISTA	TESDA-SSVTC	Instructor II	Completed	
Facilitate eLearning Sessions	June 22-26, 2020	CIELA B. MAGNAYE	TESDA-SSVTC	Asst. Prof. II	Completed	
Facilitate eLearning Sessions	June 22-26, 2020	IRISH C. MACALINDONG	TESDA-SSVTC	Instructor I	Completed	
Facilitate eLearning Sessions	June 22-26, 2020	MICHAEL L. MANALO	TESDA-SSVTC	Asst. Prof. IV	Completed	
Facilitate eLearning Sessions	June 22-26, 2020	EDGAR MARTIN R. SALCEDO	TESDA-SSVTC	Asso. Prof. I	Completed	
Facilitate eLearning Sessions	June 22-26, 2020	KEVIN ANDREW P. REYES	TESDA-SSVTC	Instructor II	Completed	
Facilitate eLearning Sessions	June 22-26, 2020	JINKY T. UMALI	TESDA-SSVTC	Asst. Prof. I	Completed	
Facilitate eLearning Sessions	June 22-26, 2020	GERLIE JOY D. EGUILLON	TESDA-SSVTC	JO-Trainer	Completed	
Facilitate eLearning Sessions	June 22-26, 2020	HELEN M. FAJUTAGANA	TESDA-SSVTC	Asst. Prof. II	Completed	
Facilitate eLearning Sessions	June 22-26, 2020	FELSON M. MAESTRO	TESDA-SSVTC	JO-Trainer	Completed	
Facilitate eLearning Sessions	June 22-26, 2020	MANOLO F. SOTEJO	TESDA-SSVTC	JO-Trainer	Completed	
Performing Proper Waste Mgt. in the Workplace	2-Jul-20	ELVIS G. BAES	TESDA-SSVTC	Asst. Prof. II	Completed	
Performing Proper Waste Mgt. in the Workplace	2-Jul-20	CARMELA S. FANOGA	TESDA-SSVTC	Admin Officer I	Completed	
Performing Proper Waste Mgt. in the Workplace	2-Jul-20	MA LUISA F, MADLA	TESDA-SSVTC	Asst. Prof. III	Completed	
Performing Proper Waste Mgt. in the Workplace	2-Jul-20	EDNALYN E. SALCEDO	TESDA-SSVTC	Asst. Prof. IV	Completed	
Performing Proper Waste Mgt. in the Workplace	2-Jul-20	EDGAR MARTIN R. SALCEDO	TESDA-SSVTC	Asso. Prof. I	Completed	
Performing Proper Waste Mgt. in the Workplace	2-Jul-20	CHARITY M. VISTA	TESDA-SSVTC	Instructor II	Completed	
Performing Proper Waste Mgt. in the Workplace	2-Jul-20	ROSARIO H. LACDAN	TESDA-SSVTC	Instructor III	Completed	
Performing Proper Waste Mgt. in the Workplace	2-Jul-20	JOANE H. JULAO	TESDA-SSVTC	JO-Admin Aide	Completed	
Performing Proper Waste Mgt. in the Workplace	2-Jul-20	MARIA DHEL P. ESPINO	TESDA-SSVTC	Instructor I	Completed	
Performing Proper Waste Mgt. in the Workplace	2-Jul-20	IRISH C. MACALINDONG	TESDA-SSVTC	Instructor I	Completed	
Performing Proper Waste Mgt. in the Workplace	2-Jul-20	MICHAEL L. MANALO	TESDA-SSVTC	Asst. Prof. IV	Completed	

Performing Proper Waste Mgt. in the Workplace	2-Jul-20	BHERNEL JANNINE L. SALVIO	TESDA-SSVTC	Instructor I	Completed	
Performing Proper Waste Mgt. in the Workplace	2-Jul-20	KEVIN ANDREW P. REYES	TESDA-SSVTC	Instructor II	Completed	
Performing Proper Waste Mgt. in the Workplace	2-Jul-20	PAULA RUTH B. ANDOYO	TESDA-SSVTC	Instructor II	Completed	
Performing Proper Waste Mgt. in the Workplace	3-Jul-20	CIELA B. MAGNAYE	TESDA-SSVTC	Asst. Prof. II	Completed	
Performing Proper Waste Mgt. in the Workplace	3-Jul-20	NILO M. SIGUE	TESDA-SSVTC	Admin Aide IV	Completed	
Performing Proper Waste Mgt. in the Workplace	3-Jul-20	JEFERSON M. AMIO	TESDA-SSVTC	Asst. Prof. II	Completed	
Performing Proper Waste Mgt. in the Workplace	3-Jul-20	KIM ARLET J. SAGUID	TESDA-SSVTC	Admin Aide III	Completed	
Performing Proper Waste Mgt. in the Workplace	3-Jul-20	AIRYN D. RADA	TESDA-SSVTC	JO-Trainer	Completed	
Performing Proper Waste Mgt. in the Workplace	3-Jul-20	BENJIE A. GENIL	TESDA-SSVTC	Instructor II	Completed	
Performing Proper Waste Mgt. in the Workplace	3-Jul-20	DENNIS M. NAZARENO	TESDA-SSVTC	Security Guard I	Completed	
Performing Proper Waste Mgt. in the Workplace	3-Jul-20	ISRAFEL L. MANGUI	TESDA-SSVTC	VSA II	Completed	
Performing Proper Waste Mgt. in the Workplace	3-Jul-20	HELEN M. FAJUTAGANA	TESDA-SSVTC	Asst. Prof. II	Completed	
Performing Proper Waste Mgt. in the Workplace	3-Jul-20	GERLIE JOY D. EGUILLON	TESDA-SSVTC	JO-Trainer	Completed	
Performing Proper Waste Mgt. in the Workplace	3-Jul-20	ANGELITO O. AQUINO	TESDA-SSVTC	Security Guard I	Completed	
Performing Proper Waste Mgt. in the Workplace	3-Jul-20	RONALDO M. MARTOS	TESDA-SSVTC	JO-Utility	Completed	
Performing Proper Waste Mgt. in the Workplace	3-Jul-20	GENNARD L. MONTIEL	TESDA-SSVTC	JO-Utility/Driver	Completed	
Performing Proper Waste Mgt. in the Workplace	3-Jul-20	MOISES J. RABINO	TESDA-SSVTC	JO-Carpenter	Completed	
Performing Proper Waste Mgt. in the Workplace	3-Jul-20	REYNALDO M. HERNANDEZ	TESDA-SSVTC	Asst. Prof. I	Completed	
Performing Proper Waste Mgt. in the Workplace	3-Jul-20	EMELY S. TELOSA	TESDA-SSVTC	Asst. Prof. I	Completed	
Performing Proper Waste Mgt. in the Workplace	3-Jul-20	RAMON M. ROBLEDO	TESDA-SSVTC	Admin Aide IV	Completed	
Performing Proper Waste Mgt. in the Workplace	3-Jul-20	GLORIA B. DE JESUS	TESDA-SSVTC	Admin Officer IV	Completed	

Workplace						
Performing Proper Waste Mgt. in the Workplace	3-Jul-20	RUEL O. DE CASTRO	TESDA-SSVTC	Asst. Prof. I	Completed	
Facilitating E-Learning Program	July 6-10, 2020	JEFERSON M. AMIO	TESDA-SSVTC	Asst. Prof II	Completed	
Facilitating E-Learning Program	July 6-10, 2020	PAULA RUTH B. ANDOYO	TESDA-SSVTC	Instructor II	Completed	
Facilitating E-Learning Program	July 6-10, 2020	HELEN M. FAJUTAGANA	TESDA-SSVTC	Asst. Prof II	Completed	
Facilitating E-Learning Program	July 6-10, 2020	BENJIE A. GENIL	TESDA-SSVTC	Instructor II	Completed	
Facilitating E-Learning Program	July 6-10, 2020	GIL T. RODRIGUEZ	TESDA-SSVTC	Asst. Prof I	Completed	
Facilitating E-Learning Program	July 6-10, 2020	GERLIE JOY D. EGUILLON	TESDA-SSVTC	JO-Trainer	Completed	
Performing Proper Waste Mgt. in the Workplace	July 6-10, 2020	AIRYN D. RADA	TESDA-SSVTC	JO-Trainer	Completed	
Performing Proper Waste Mgt. in the Workplace	July 6-10, 2020	FELSON M. MAESTRO	TESDA-SSVTC	JO-Trainer	Completed	
Performing Proper Waste Mgt. in the Workplace	July 6-10, 2020	MANOLO F. SOTEJO	TESDA-SSVTC	JO-Trainer	Completed	
Performing Proper Waste Mgt. in the Workplace	10-Jul-20	ARNEL P. FAJUTAGANA	TESDA-SSVTC	Asst. Prof II	Completed	
Performing Proper Waste Mgt. in the Workplace	14-Jul-20	LIZA O. ILAGAN	TESDA-SSVTC	Accountant I	Completed	
Performing Proper Waste Mgt. in the Workplace	14-Jul-20	RICKY T. COSME	TESDA-SSVTC	Security Guard I	Completed	
Performing Proper Waste Mgt. in the Workplace	14-Jul-20	MERCELPER MELANIE A. MAJABA	TESDA-SSVTC	Asso. Prof. III	Completed	
Performing Proper Waste Mgt. in the Workplace	14-Jul-20	MERIAM C. ILAO	TESDA-SSVTC	Registrar III	Completed	
Research Methodology in TVET	July 27-31, 2020	JEFERSON M. AMIO	TESDA-SSVTC	Asst. Prof. II	Completed	
Research Methodology in TVET	July 27-31, 2020	EDNALYN E. SALCEDO	TESDA-SSVTC	Asst. Prof. IV	Completed	
Research Methodology in TVET	July 27-31, 2020	MARICEL V. BARREDO	TESDA-SSVTC	Instructor I	Completed	
Assuring TVET Institutes' Quality through Results Based Project Management and M&E	August 10-19, 2020	GLORIA B. DE JESUS	TESDA-SSVTC	Admin Officer IV	Completed	
Development of CBLM Exemplars	Aug. 24 to Sept. 18, 2020	RUEL O. DE CASTRO	TESDA-SSVTC	Asst. Prof. I	Completed	

Assuring TVET Institutes' Quality through Results Based Project Management and M&E	August 10-19, 2020	MICHAEL L. MANALO	TESDA-SSVTC	Asst. Prof. IV	Completed	
Assuring TVET Institutes' Quality through Results Based Project Management and M&E	August 10-19, 2020	EDGAR MARTIN R. SALCEDO	TESDA-SSVTC	Asso. Prof. I	Completed	
Elearning Appreciation Course for RDs, PDs and TTI Administrators	20-Aug-20	ISRAFEL L. MANGUI	TESDA-SSVTC	VSA II	Completed	
Online training on mechanization of rice crop establishment with emphasis on rice transplanter and double mulching technique	Aug. 27-28, 2020	EDGAR MARTIN R. SALCEDO	TESDA-SSVTC	Asso. Prof. I	Completed	
Webinar Series on Leading Education in the Age of Disruption	September 3-24, 2020	PAULA RUTH B. ANDOYO	TESDA-SSVTC	Instructor II	Completed	
Development of CBLM Exemplars	Aug. 24 to Sept. 18, 2020	MICHAEL L. MANALO	TESDA-SSVTC	Asst. Prof. IV	Completed	
Assuring TVET Institutes' Quality through Results Based Project Management and M&E	August 10-19, 2020	REYNALDO M. HERNANDEZ	TESDA-SSVTC	Asst. Prof. I	Completed	
Development of CBC Based on the Competency Standards of Emerging Technologies	November 4 to December 10, 2020	JEFERSON M. AMIO	SSVTC- TESDA	Asst. Professor II	Completed	
Development of CBC Based on the Competency Standards of Emerging Technologies	November 4 to December 10, 2020	PAULA RUTH B. ANDOYO	SSVTC- TESDA	Instructor II	Completed	
FMS Action Planning Conference on the COA Audit Findings and Recommendation on the CY 2019 Financial Transactions	October 7-8, 2020	LIZA O. ILAGAN	TESDA-SSVTC	Accountant I	Completed	

Training on Mental Health: Enhancing Resilience in the Workplace	October 9, 2020	GLORIA B. DE JESUS	TESDA-SSVTC	Admin Officer IV	Completed	
Training on Mental Health: Enhancing Resilience in the Workplace	October 9, 2020	MA LUISA F, MADLA	TESDA-SSVTC	Asst. Prof. III	Completed	
Training on Mental Health: Enhancing Resilience in the Workplace	October 9, 2020	MARIA DHEL P. ESPINO	TESDA-SSVTC	Instructor I	Completed	
Training on Mental Health: Enhancing Resilience in the Workplace	October 9, 2020	AIRYN D. RADA	TESDA-SSVTC	JO-Trainer	Completed	
Capability Building Program (CBP) for Regional Expert Panel Members (REPMs) Training Methodology (TM) I	October 20-21, 2020	MICHAEL L. MANALO	TESDA-SSVTC	Asst. Prof. IV	Completed	
Capability Building Program (CBP) for Regional Expert Panel Members (REPMs) Training Methodology (TM) I	October 20-21, 2020	EDGAR MARTIN R. SALCEDO	TESDA-SSVTC	Asso. Prof. I	Completed	
PHILGEPS Online Training	October 21-22, 2020	CARMELA S. FANOGA	TESDA-SSVTC	Admin Officer I	Completed	
PHILGEPS Online Training	October 21-22, 2020	ELVIS G. BAES	TESDA-SSVTC	Asst. Prof. II	Completed	
Regional Lead Trainer's Training Rice Machinery Operation NC II and Service Motorcycle/Small Engine System NC II	October 19-23, 2020	ELVIS G. BAES	TESDA-SSVTC	Asst. Prof. II	Completed	
Regional Lead Trainer's Training Rice Machinery Operation NC II and Service Motorcycle/Small Engine System NC II	October 19-23, 2020	EDGAR MARTIN R. SALCEDO	TESDA-SSVTC	Asso. Prof. I	Completed	

**b) Promotion/Reclassification-**

To uplift the positions and to upgrade the salaries of teaching personnel a continuous reclassification thru NBC 461 has been approved on its 7<sup>th</sup> cycle. A Notice of Organization, Staffing and Classification Action (NOSCA) has been approved and released by DBM and the corresponding appointment has been issued for the year 2020, to the following thirteen (13) trainers as follows:

NAME	FROM	TO
SALCEDO, EDGAR MARTIN R.	Associate Professor I	Associate Professor III
MANALO, MICHAEL L.	Assistant Professor IV	Associate Professor I
SALCEDO, EDNALYN E.	Assistant Professor IV	Associate Professor II
MADLA, MA. LUISA F.	Assistant Professor III	
SUAN, HELEN C.	Assistant Professor III	Associate Professor I
AMIO, JEFERSON M.	Assistant Professor II	
BAES, ELVIS G.	Assistant Professor II	Assistant Professor III
FAJUTAGANA, ARNEL P.	Assistant Professor II	Assistant Professor III
MAGNAYE, CIELA B.	Assistant Professor II	Assistant Professor IV
TELOSA, EMELY S.	Assistant Professor I	

Likewise three (3) administrative positions has been reclassified through “scrap and build” policy of the DBM, they are as follows:

NAME	FROM	TO
SAGUID, KIM ARLET J.	Administrative Aide III	Administrative Aide IV

## **2.Physical Facilities Development -**

SSVTC continues to improve its facilities to sustain its APAAC accreditation, and to provide adequate facilities for the delivery of TVET programs and services. The school strived to develop its physical facilities despite of limited resources to cater the best possible service to clients. The following repairs and rehabilitations of facilities were undertaken for the year 2020:

- 1.** Repair and Maintenance of Housekeeping Pathway Roof Extension damaged by typhoon
- 2.** SSVTC Organic Farm
- 3.** Tile setting and Installation of Air conditioning unit of Relocated Assessment Office
- 4.** Repair and Replacement of Damaged Roof of Welding and Conference Hall
- 5.** Installation of Fire Extinguishers and Emergency Lamps at the Administration building, Male and Female dormitory and Power House
- 6.** Repainting of School Billboard and Update of School Directory
- 7.** Clearing of Fallen trees inclined to the EPAS building
- 8.** Repair of Roof of EPAS Building damaged by typhoon
- 9.** Replacement of Damaged glass of the aluminum door at Farm School
- 10.** Reinstallation and upgrading of CCTV cameras and TV Monitors for Assessment Center

## **OTHER PROGRAMS/ACTIVITIES:**

### **STATUS OF FARM SCHOOL ( 12.5 HEC. SITE) IN EBONG, PAG-ASA, BANSUD**

SSVTC has been making gradual steps towards the development of the farm school. Strong partnership and linkages has been made with the Local Government Unit and other government agencies, such as, Department of Agriculture and its attached agencies; the Regional Integrated Agricultural Research Center- MIMAROPA, and the Agricultural Training Institute (ATI).

Armed with determination and perseverance, to promote Agricultural programs/projects, SSVTC initiated the registration of additional course in Agriculture- the **Modified Farmer's Field School on Modernized Production of High Quality Inbreed Rice and Seed Certification & Farm Mechanization.**

In line with the TESDA's mandate to support the Agricultural programs of the Department of Agriculture, SSVTC started to establish the Organic Pig Production Project. The said project was materialized on July 1, 2020 under the Disposal Program of Organic Agriculture.

In connection with the Organic Pig Production Project, a proposal under Horticultural Crops Production, which includes green pepper, corn, peanut, sweet potato, ginger and cassava is being prepared.

Vegetable farming is continuously implemented in the farm school, to augment the government's program for food security. Crops include eggplant, string beans, green pepper, dragon fruit and gabi.