



CSI-HED PRIMER

Prepared by:

Barbra Jean J. Litrero

Head, Center for Social Involvement-HED



CENTER FOR SOCIAL INVOLVEMENT – HED PRIMER

TABLE OF CONTENTS

	PAGE
CENTER FOR SOCIAL INVOLVEMENT – HED	
GENERAL INFORMATION, BACKGROUND, RATIONALE, OBJECTIVES	1-4
CSI-HED LOGO, PROGRAMS	5
CSI-HED FOCUS PROGRAMS	
REVEAL AND ENCOUNTER ACTIVE CARE FOR HUMANITY (REACH)	8
ADVOCACY ON WOMEN, HEALTH, ENVIRONMENT, VOTERS EDUCATION, KAPIHAN	16
HARNESSING OUR PARTNERS FOR EMPOWERMENT (HOPE)	23
PARTNERS	
PARTNER COMMUNITIES	30
PARTNER ORGANIZATION AND INSTITUTIONS	33
APPENDICES	39



Center for Social Involvement – HED

“Women of Faith, Women of Action”

I. GENERAL INFORMATION

Document Title	:	Center for Social Involvement – HED Primer
Target Audience	:	AC and Partner Community <i>(Students, Teaching and non-teaching Personnel)</i>
Proponent	:	CSI – HED

II. BACKGROUND:

The Center for Social Concern (CSC) was established in 1975 as a Center for Assumption students seeking a more meaningful and relevant education. It is an alternative response to the prevailing conditions existing in Philippine society, wherein the Center wishes to share with the students' faith in Christ, hope for the future and a love for the people. The Center makes a preferential option for the poor - an option made and shared with them by immersing in their situation, and in the process, affirming a commitment to social transformation. This emphasizes that the call to active involvement is not only to learn to be seriously attentive to the social realities of today but also the blending of vision, principles, and courage in a personal commitment to lead and to serve.

In 2017, the Center for Social Concern was renamed Center for Social Involvement – Higher Education Division (CSI-HED) to make it institutional and have a stronger impact to the community, highlighting the importance of being involved and not merely showing concern in all aspects.

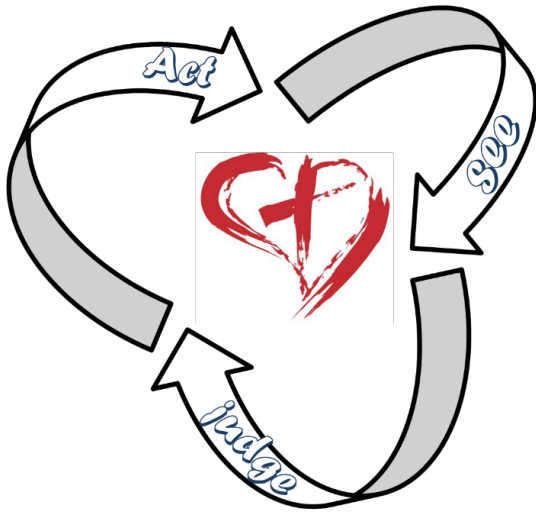
III. RATIONALE:

What makes “the beauty of a truly Christian society” for St. Marie Eugenie can be glimpsed through the signs of the Kingdom already at work. The Kingdom of justice, peace, and the universal reconciliation of men and women among themselves and with nature, prophesied by Isaiah, has become a reality in Jesus Christ. The Kingdom is already here: it can be seen where men and women from communities, showing by their choice of solidarity, respect, willingness to share, that they are united in moving towards a common destiny.

Yet the kingdom is still to come: St. Marie Eugenie calls us to pray and work that it may come indeed: “We should pray to God that His Kingdom may come.... There is...a social reign of Our Lord Jesus Christ that we can bring about and for which we should ask him. We are engaged in various apostolic works. Is our main concern in our work with the pupils that they pass their examinations, that they know more history or geography? No, our first concern is that the reign of our Lord be formed in them, that His Kingdom should come in them and that through our education in which the Christian spirit reigns in such a way that from birth the children are filled with all that should make them true Christians. If through education we first form Christian girls and then Christian women and families, shall we not have contributed to the social reign of Jesus Christ?”

With the inspiration and passion of St. Marie Eugenie the Center for Social Involvement would like to continue its advocacy to motivate and inspire the school community regardless of our differences and uniqueness we can Expand and Embrace to ONE-NESS towards the restoration of the Kingdom of God.

IV. FRAMEWORK:



“WOMEN OF FAITH, WOMEN OF ACTION”

An innovative Catholic College,
committed to excellent Education
forming women servant-leaders for
Social Transformation.

SERVANT LEADERS WHO :

- are motivated by their faith, love for country and fidelity to duty
- are sensitive and responsive to God’s call
- are simple in their being
- are reflective and critical thinkers
- are innovative and have a passion for learning
- are effective-communicators
- respect the dignity of persons
- have integrity and the courage to work for truth, justice, peace, and care of creation.



V. OBJECTIVE:

Inspired by St. Marie Eugenie, we passionately form persons and communities of faith action through a transformative education that nurtures faith and spirituality, pursues academic excellence for service and instills social responsibility, thus forging “character for life and life for God” through the following:

- To foster sensitivity of God’s call in the world and facilitate a joyful witness of faith in Jesus Christ expressed in individual and communal choices for God and country;
- To recognize and affirm the uniqueness and gifts of each person, thus creating an empowered learning community, and

- c. To nurture a culture of excellence for service that compels the lay and religious to become a life-giving force that would bring about justice, peace, care for creation and social equality.

VI. PILLARS OF ASSUMPTION:

1. Faith & Spirituality
2. Academic Excellence for Service
3. Social Responsibility

VII. AC CORE VALUES:

Awareness	Commitment	Humility	Kindness
Integrity	Nature	Oneness	Simplicity

VIII. CSI-HED LOGO:



Description:

- **Hands and the Color Golden Yellow:** represents the Center for Social Involvement – Higher Education Department (CSI-HED) that is full of optimism and embraces people and communities with warmth, always ready to extend a helping hand.
- **Person and the Color Red:** represents external partners and communities, who are working passionately towards achieving their goals.
- **Person and the Color Blue:** represents the AC Community who are open-minded and can be depended on in working towards achieving the goals of the partner communities through the CSI-HED.
- **Hands linked together:** represents collaboration in promoting the common good

IX. PROGRAMS:

Assumption College – San Lorenzo has been confronted with the challenge of finding ways to make the learning process relevant to the needs of society so that its graduates are ready to take the responsibility of making a difference. Efforts in making classroom learning find its way to real life situations are facilitated through the Center for Social Involvement – HED.

The relevance of creating CSI-HED is also rooted in the Philosophy of the Assumption Education: “Intrinsic to an education for social transformation are the three pillars: faith and spirituality, academic excellence for service, and social responsibility.” The third pillar “implies a growing sense of solidarity with God and His people” (*AC-HED Staff Manual 2003 edition*). The College expresses its social involvements through individual initiatives, collective efforts and institutional programs for justice, peace and care for creation.

The Center for Social Involvement – Higher Education Department (CSI-HED) has 3 Focus Programs:

1. Reveal to Encounter Active Care for Humanity (ReACh)

A short-term Stakeholder Engagement Program in partnership with organizations from the network of CSI-HED that aims to promote volunteerism among students, faculty, and staff members. Activities may either be webbed into academics, curricular or co-curricular programs.

2. AdvocACy program

Supports extended groups that pursue issues on human rights, social justice and social responsibility. This program includes **Kapatirang Assumptionista na Pinagyaman ng kwentuHAN (KAPIHAN)**, an annual celebration of Women’s Month, advocacy on the Environment, advocacy on Health focusing on Mass Blood Donation and advocacy on governance through a Voter’s Education during Local and National Election.

3. Harnessing Our Partners for Empowerment (HOPE)

Provides a venue to enhance competencies of the AC Community and its partner communities as Partners for Change. The Program also serves as the Volunteer Management mechanism of CSI-HED, divided into two (2) categories: **KAAGAPAY** (external community arm) and **KABALIKAT** (internal community arm).



PROGRAMS



I. PROGRAM DESCRIPTION

Reveal to Encounter Active Care for Humanity (reACh) is one of the Focus Program of the Center for Social Involvement – Higher Education Department (CSI-HED). It is a short-term Stakeholder Engagement Program in partnership with organizations from the network of CSI-HED that aims to promote volunteerism among students, faculty, and staff members. Activities may either be webbed into academics, curricular or co-curricular programs.

As part of the formation process among students, the Program also helps in cultivating / enhancing the unique values of each volunteer. It further provides a venue for participants to use their skills, knowledge, and abilities in the service of others. The whole program entails the process of recruitment, orientation, service proper, and evaluation.

Activities may either be webbed into academics, curricular or co-curricular programs. These include:

- Community Service for National Service Training Program (NSTP) partner communities
- Special projects with the Brotherhood For Community Development
- Outreach and exposure activities with the Sitio Kumunoy Association
- Student Council and Organizations outreach projects
- Department/cluster outreach projects
- Subject-related Outreach projects

II. OBJECTIVES:

- To promote the value of volunteerism as a part of life
- To provide concrete services to institutions and communities
- To experience solidarity with the disadvantaged

- To realize the impact of volunteer work to the lives of others

III. **IMPLEMENTATION STREAMS:**

1. National Service Training Program (NSTP) 2 – Community Service

Assumption College - San Lorenzo offers the National Service Training Program (NSTP) to all freshmen students. It is a state-mandated program for all tertiary level students aimed at enhancing civic consciousness and defense preparedness in the youth, by developing the ethics of service and patriotism while undergoing training, specifically designed to enhance the youth's active contribution to the general welfare.

The Assumption College - NSTP curriculum aims to develop active, responsible, and good citizens rooted in faith and love of Jesus Christ (Maka - Diyos) adhering and working for social justice (Maka-tao) lasting and genuine peace (Makabayan / Makabansa) integrity of all creations (Makakalikasan) and solidarity with countrymen and the world. It strives to contribute to the establishment of the extensions of God's Kingdom as inspired by the works and life of St. Marie Eugenie of Jesus translated in the transformative education of Assumption.

Objectives:

- To provide a venue for students to enhance their discovery for themselves and develop their personalities in the light of being an Assumptionist.
- To concretize the ideas and aspiration of Assumption through service and leadership linking it to the duties and responsibilities of good citizenry.
- To awaken students' consciousness to go out from the concern of oneself leading to selfless action for the marginalized sectors of the society.

2. Assumption Student Council, Organizations and Associations

2.1 The **Assumption Student Council (ASC)** is the official student government of the Assumption College – San Lorenzo. It is an autonomous body and the unified & democratic representative of the student body. It initiates, organizes and directs student activities to the end that the best interest of the students is served.

2.2 Organizations and Associations

Please note that Organizations and Associations are subject to Accreditation every semester to ensure efficiency and effectiveness within the College.

2.2.1 MESIL Co-Curricular Organizations

- **AC Radio**

DWRA is the official Radio Station of the college, which aims to train Communication students in the field of professional broadcasting while inculcating and keeping high ethical and moral standards.

- **Assumption College Educators' Society (ACES)**

ACES is a course-oriented organization that aims to inspire and develop future educators through various educational exposures and enriching activities that help strengthen the passion of students in their chosen field of study.

- **Psychological Society of the Assumption (PSA)**

PSA aims to be the key that will further open the minds of members towards awareness and understanding of human behavior. It is a course-related organization that aims to give opportunities for Psychology students to enhance their knowledge and practice their acquired skills in the field.

- **Studio**

Studio is the official media organization of the College, which aims to expose and train its members in various media functions. The group also serves as the official organization that covers and documents various College activities.

- **Young Communication Professionals of Assumption (YCPA)**

YCPA is a course related organization that strives to develop the skills of Communication students and expose them in different communication-related professional settings.

2.2.2 MSBMW Co-Curricular Organizations

- **Assumption Integrated Marketing and Management Society (AIMMS)**

AIMMS is the official co-curricular organization of Marketing and Management students of the College. It targets to expose the students early on into the nature of professional marketing and management, with the aim of enhancing their capabilities in the field for both local and international atmospheres.

- **Entrepreneurial Society of Assumption (ESA)**

ESA is the official co-curricular organization of Entrepreneurship students of the College. It provides opportunities for students to learn the nature of putting up a business, with the aim of enhancing their leadership capabilities in managing business globally.

- **International Business Society of the Assumption (IBSA)**

IBSA is the official co-curricular organization of International Business students of the College. It functions primarily to encourage the interest of students in business ventures, and to promote awareness and development on business environments both locally and globally.

2.2.3 Performing Arts Organizations

- **Circulo**

Circulo is the official Theatre Arts organization of the College and is geared towards the promotion and pursuit of artistic excellence through the production and performance of meaningful theatrical productions.

- **The Assumption Dance Company (TADC)**

TADC is the official dance organization of Assumption College. It aims train its members in various dance styles and genres and to showcase their learning in various dance opportunities both in and outside the college.

- **Voices**

Voices is the official singing group of the Assumption College. Members of the group are exposed in various genres of songs and perform both in and out of the college for various occasions and concerts.

2.2.3 Special Interest Organizations

- **Assumption College Athletic Organization (ACAO)**

ACAO is the official organization of the athletes of the college. It is composed of the various students involved in different sports activities of the school.

- **Lumina**

Lumina is an organization that focuses on artistic photography and is open to all College students. It aims to enhance the appreciation and skills in the photography of the members.

- **Scholars and Grantees of the Assumption (SAGA)**

SAGA is the official association of the academic, financial and athletic scholars of the college. It aims not only to guide the students in maintaining their scholarships but also to give opportunities for them to give back to the community and promote social awareness.

2.2.4 School Publication

AC Times is the official organization that produces the formal semestral newspaper of the College - also named AC Times. Students under a moderator, feature campus news, views of the Assumption College students, current events, and other news from outside the school.

Articles are divided into News, Opinion, Administration, Sports, and Features; printed three times a year with a circulation of 500. Copies are in key places around the campus, primarily:

- a. Outside the office of Student Affairs
- b. Outside the office of the Student Council
- c. Outside the office of AC Times
- d. Library
- e. College offices

At present, it is in the direction of achieving the autonomy envisioned by the Campus Journalism Law. The students are given the freedom to write the topic of their interest with the supervision of a moderator. It has given students from different courses the opportunity to get involved in the publication and eventually develop them in writers who are creative, competent, credible, and responsible.

2.2.4 Other Associations

- **Assumptionists for Christ (AFC)**

AFC helps in campus liturgical celebrations and is in charge of organizing the Marie Eugenie Month highlighted with the Music & ME Song Writing Contest.

- **Assumption Immediate Responders (AIR)**

AIR consists of students who aim to support the Center for Social Involvement in responding to different calamities and nationwide disaster. It is also the volunteer arm of the college.

- **International Students of the Assumption (ISA)**

ISA is composed of all non-Filipino students of the Assumption College and aims to bring them together as they celebrate their own respective cultures, and help them to adjust to the new culture and environment as they stay in the Philippines.

2.3 Subject-Related Outreach Projects

These are academic subjects that are integrated with an outreach activity in different institutions and communities.

- **Integrated Summer Study Program (ISSP)**

The Integrated Summer Study Program is a nine-unit interdisciplinary course that combines both classroom learning and on field observation experience. The nine academic units are a combination of three different subjects each of three units (each requiring a total of 42 hours of classroom attendance) and a two-week immersion program in a rural / underprivileged community. The program is offered only in the summer for coming senior students.

Since the Assumption College's thrust has been that of social development to effect social transformation, this is concretized by a process called exposure and immersion in existing realities. It is more than a mere process, as it constitutes the basic value formation of an Assumption student who desires meaningful social involvement. It will then provide the right venue and frame of reference in studying social realities and in evolving a plan of action towards social transformation.

The following are the Learning Objectives of the ISSP:

- To provide interdisciplinary, relevant and contextualized academic experience.
- To situate learning within the context of living with people of the community.
- To provide an opportunity to experience community living with other people.
- To deepen Christian faith and commitment.
- To develop leadership and organizational capabilities.
- To challenge the participants toward a simple lifestyle

IV. Implementing Partners within the College (Department/Cluster/HED-Teams)

1. Administrative Team (A-Team)

The Administrative Team is the policy-making and governing body of the Higher Education Division. It is responsible for the animation in line with the ideals of St. Marie Eugenie and the Vision, Mission, and Core Values of Assumption College. It is composed of the College Dean and Deans of the following:

- Marie Eugenie School for Innovative Learning (MESIL) and the Milleret School of Business and Management for Women (MSBMW)
- Graduate School
- Dean of Student Affairs
- Director for Personnel and Administration

The A-Team observes the principle of subsidiarity and accountability in exercising its functions and responsibilities. It regularly meets once a week during the semester.

2. College Council

The College Council is the coordinating body of the Division for Academic or Administrative Concerns. It is composed of members of the Administrative Team, the Academic Council, Service Unit Heads, and a representative from Assumption Student Council (ASC). It is tasked to listen to the

movements of the Spirit and to help in the animation and direction of the Division. It can recommend strategic policies to the A-Team. The council regularly meets once a month during the semester but can schedule additional meetings if needed.

3. Academic Council

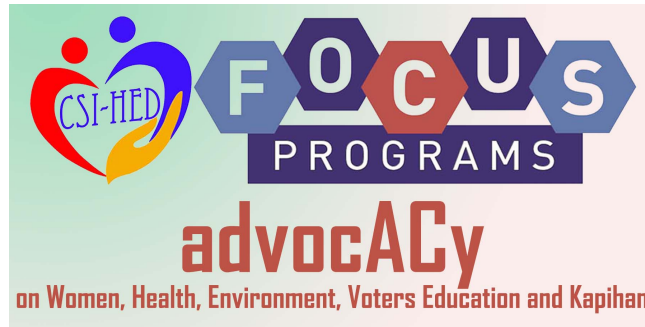
The Academic Council is composed of the Department Deans and the Department Chairpersons and Coordinators. It is responsible for the quality of academic performance of the College. It evaluates the curricula, faculty academic performance, recommends academic policies, plans programs, sets standards, and reviews academic and administrative guidelines for implementation by the different departments. It regularly meets once a month during the semester.

4. Marie Eugenie School for Innovative Learning

The Marie Eugenie School for Innovative Learning (MESIL) is a progressive concept in Tertiary Education, conceptualized for the purpose of harnessing the qualities that create excellent educators, and communicators and psychologists as trailblazing leaders. Encouraging a highly creative atmosphere, the School fuses theory with application challenges the development of innovative strategies and integrates interrelated disciplines to develop responsible citizens for the country and for the world.

5. Milleret School of Business and Management for Women

The Milleret School of Business and Management for Women (MSBMW) is a learning institution where talent can be formed, honed and primes to produce a world view that embraces many possibilities in life – as a career woman in a corporate environment, as a woman entrepreneur in a dynamic world of domestic and international businesses, and as a family woman nurturing a new generation while actively participating in the affairs of the world. The school fosters a learning environment by providing modern, effective programs with a global perspective designed to develop leadership and professionalism in business and management.



I. PROGRAM DESCRIPTION

The **AdvocACy Program** supports extended groups that pursue issues on human rights, social justice and social responsibility. This program includes **Kapatirang Assumptionista na Pinagyanan ng kwentuHAN (KAPIHAN)**, an annual celebration of Women's Month, advocacy on the Environment, advocacy on Health focusing on Mass Blood Donation and advocacy on governance through Voter's Education during Local and National Election.

There are three important values that each Assumption student should take to heart:

1. Human Rights: Belief in man's worth and dignity. It includes not only the right to life and survival, but also the right to political and economic determination and development.
2. Social Justice: Equal access to opportunities for satisfying man's basic needs towards upholding human worth and dignity.
3. Social Responsibility: Man as a social being must not be limited to his own concerns but should reach out to others and together meet common needs and problems.

These three are basically embodied in what Jesus Christ has told us: that we must love God with all our hearts, and that we should also love our neighbors as we love ourselves.

Sometimes, a student encounters situations that do not observe these three values. Being exposed to such conditions may compel her to take action in order to uphold the three values in any way she can and bring about a change for the better.

Doing it alone may not suffice. Most of the time, one voice cannot make a difference. But the voices of many usually do. The student needs the help of many to give her a chance to initiate a change.

This is where advocacy helps. It is described as a strategic action to critically analyze existing policies and its implementation or initiate a public policy that is beneficial to the community.

Advocacy is the pursuit of influencing outcomes - including public policy and resource allocation, decisions within political, economic, and social systems and institutions - that directly affect people's lives.

II. OBJECTIVES:

- To organize efforts and actions based on the reality of "what is." These organized actions seek to highlight critical issues that have been ignored and submerged
- To influence public attitudes, and
- To enact and implement laws and public policies so that the vision of "what should be" in a just, decent society becomes a reality.

III. IMPLEMENTATION STREAMS:

1. Kapatirang Assumptionista na Pinagyaman ng kwentuHAN (KAPIHAN)

It is a fact that as the youth grow, they enter the bigger community where they experience greater autonomy from parental control, take risks in making decisions that affect their lives, and spend time to search for identity. They need to define their characteristics, competencies, and values to recognize their role in the community.

The Center for Social Involvement – Higher Education Department (CSI-HED) believes in the High Spirit of Women today. They are eager to contribute their idealism and talent to the Church and Nation. But we must accompany them to awaken their identities, develop and enhance their competencies rooted in Filipino Christian Values. Also, inspire them to become women accountable for her Faith and Action to others.

The Filipino recognizes the great latent and idealism of the young in Building this Nation. As written in the Philippine Constitution (Art 2 Section 13) “The State recognizes the vital role of the youth in nation-building and shall promote and protect their physical, moral, spiritual, intellectual, and social

well-being. It shall inculcate in the youth patriotism and nationalism, and encourage their involvement in public and civic affairs”.

Hence, the ultimate challenge is to come up with an avenue for the AC Community most especially for our young women to share, listen and reflect critically to the different issues and concerns arise in our society through **Kapatirang Assumptionista na Pinagyaman ng kwentuHAN (KAPIHAN)**.

Staging school-based forum/kapihan/round table discussion/talks that inform the student body, opinion-makers, and sometimes media attention is a major venue to effect change. Although school members rarely have the opportunity to be deeply involved in certain issues, discussing these issues is an ideal way to enhance knowledgeable participation in the process. These activities are public events where the participants can interact with qualified experts on certain social/political/economic issues that affect their lives. These can be organized by a small group of people. The tone of the discussion must be comfortable for both the speaker and the audience. Managed by the organizers, the students are expected to present a range of opinions and clarify issues for utmost learning.

Objectives:

- To think objectively and critically about political, social, economic and current issues
- To understand citizens’ rights to differences of opinion
- To cast an informed vote based on a solid informational foundation about positions on the issues
- To improve comprehension and debating skills
- To enhance planning and organizational skills
- To involve family and community members in school activities

2. Women’s Month Celebration: We Make Change Work For Women

In 2017, the Philippine Commission on Women (PCW) Board Members and Inter-Agency Technical Working Group identified the National Women’s Month Celebration theme, “We Make Change Work for Women”, which shall be used from 2017-2022. It highlights the empowerment of women as active contributors to and claimholders of development. This pursuit of development is also anchored on the commitment of “Malasakit at Pagbabago” or True Compassion and Real Change.

The [National Women's Month Celebration](#) every March is part of the worldwide observance of the International Women's Day (IWD). The following issuances serve as legal bases for the annual activity:

- [Proclamation No. 224 s. 1988](#) declaring the first week of March each year as Women's Week and March 8 as Women's Rights and International Peace Day;
- [Proclamation No. 227 s. 1988](#) providing for the observance of the Month of March as Women's Role in History Month; and
- [Republic Act \(RA\) 6949 s. 1990](#) declaring March 8 of every year as National Women's Day.

In response to this is the Center for Social Involvement – Higher Education Department's (CSI-HED) **AdvoACy Program focused on Women**; geared towards women empowerment through exposure, leadership and skills training. This program is in partnership with MESIL and MSBMW and integrates programs from selected courses or subjects. It is participated by the students, faculty and staff of the College, parents and partner communities. Promotion includes an Information Board and Posters around the campus that will feature the following areas:

1. **JUANA Knows:** trivia and facts about women in leadership power and decision making
2. **JUANA Says:** inspiring quotes of women leaders
3. **JUANA Shares:** stories and experiences of women leaders

Consistent with Proclamation No. 227 s. 1988, the annual conduct of the National Women's Month Celebration (NWMC) aims to give due recognition to the contributions of Filipino women in our society. This is manifested since the celebration in 2018, wherein the following concepts were embraced:

1. **Inform and Engage** women as stakeholders of government programs and services: to promote citizen-centric governance and make "change" a conscious effort to know, understand, and provide what ALL citizens need;

2. **Create and Facilitate** platforms to discuss good practices, gaps, challenges and commitments in pursuing Gender and Development (GAD): to strengthen implementation of the Magna Carta of Women; and

3. Inspire and Empower women and girls to be agents of change: to contribute in promoting gender equality and the empowerment of all women.

Objectives:

- To promote awareness of women empowerment
- To recognize and highlight women's key roles and accomplishments in leadership, power and decision making
- To strengthen partnership with groups with advocacy on women
- To encourage the AC community to participate in different programs focusing on women
- To inspire and empower women and girls to be agents of change

3. AdvocACy Program on Health (Mass Blood Donation)

Republic Act No. 7719, also known as the National Blood Services Act of 1994, promotes voluntary blood donation to provide sufficient supply of safe blood and to regulate blood banks. This act aims to inculcate public awareness that blood donation is a humanitarian act.

Every year the Higher Education Division (HED) headed by Center for Social Involvement (CSI) conducts a Mass Blood Donation with the Philippine National Red Cross – National Blood Services (PNRC-NBS) in collaboration with the National Service Training Program (NSTP).

For the past 5 years, AC collects good blood bags no less than 25 bags per event. It is supported by the students of HED, faculty and staff (HED & BED), Central Services Division and even Parents of students donors. Last March 2017, approximately 55 blood bags were collected.

Every donor will receives a souvenir tag/pen, while a special shirt is given to a donor for 3 consecutive blood donations. To highlight the importance of donating blood, a Blood Tree is created wherein donors pin papers shaped like a drop of blood, with messages symbolizing the act of giving life to others. Photos of previous Mass Blood Donation events are also posted on a Bulletin Board. Donors also receive a simple snack while they recuperate after blood extraction.

Objectives:

- To generate awareness on Blood Donation within the AC community and its significance in saving lives
- To create a community wide consciousness on the importance of blood donation in saving the lives of millions of Filipinos
- To promote low-risk behavior so that individuals protect their own health as well as being safe to donate blood
- To invite former donors to give blood regularly
- To encourage new people to donate their blood voluntarily
- To support members of the community in need of blood by coordinating with Dugong Alay, Dugtong Buhay
- To sustain partnership with Dugong Alay, Dugtong Buhay for Mass Blood Donation activity in the College

4. AdvocACy on the Environment

Protection of the environment is important in nation building and showing love for country, as the state of the environment is a reflection of how we give importance to our country by preserving and defending our natural resources.

Through the collaboration of the Center for Social for Social involvement – Higher Education Department (CSI-HED) with organizations and institutions promoting environmental programs, the AC Community gets involved in programs like tree planting, urban gardening, installation arts (from junk to art) and partnership with kids in the community for exhibit and exposure.

Objectives:

- To instill the importance of protecting the environment and preserving natural resources
- To engage members of the community in artistic workshops and create artworks that portray social realities and the environment
- To involve Faculty and Staff on tree planting activities and Clean Up Drives in partnership with different institutions
- To sustain linkages with the different institution that promotes environmental protection..
- To collaborate with community partners, mission schools of AC in promoting environmental protection through arts.

5. AdvocACy on Voters Education

AdvocACy on Voters Education is one of the major programs of the Center for Social Involvement – Higher Education Department (CSI-HED) since 2016. CSI-HED promotes awareness in social issues and encourages the AC community to be involved in socio-political actions. Through Kwentuhang Assumptionista, a series of programs and activities take place and webbing into different subjects in the general education department throughout the semester is done, as preparation for upcoming elections.

Objectives:

- To encourage students to register and practice their right to vote for upcoming Local and National Election
- To motivate members of the community to yearn for social change
- To instill the value of good citizenship among students, faculty and staff as key to good governance
- To involve students in different programs in relation to the local and national election



I. PROGRAM DESCRIPTION:

With the aim of providing a venue to enhance the competencies of the AC Community and its partner communities as Partners for Change, **HOPE** or **Harnessing Our Partners for Empowerment** was created as one of the focus programs of the Center for Social Involvement – Higher Education Department (CSI – HED).

The Program also serves as the Volunteer Management mechanism of CSI-HED, divided into two (2) categories: **KAAGAPAY** (external community arm) and **KABALIKAT** (internal community arm).

II. OBJECTIVES

- Form and empower an external community arm from partner communities through the KAAGAPAY Team, who will serve as volunteer leaders in organizing change through a Participatory Development approach.
- Promote the spirit of volunteerism within the AC community by encouraging the faculty, staff and parents to be part of the KABALIKAT Team and serve as Partners for Change by being the internal community arm of CSI – HED, sharing their Time, Talent and Treasure.
- Develop a Volunteer Management mechanism to ensure ownership and sustainability of the Teams (KABALIKAT and KAAGAPAY), highlighting AC Core Values.

III. VOLUNTEER TEAMS CATEGORIES

1. KAAGAPAY (Filipino term for *hand in hand*)

Espousing the Filipino practice of “agapay” or lending support to one another, the team will be composed of Core Group leaders from partner communities of CSI – HED who will serve as the

EXTERNAL COMMUNITY ARM of the Center. One KAAGAPAY Team will be formed per partner community.

Formative and other capacity building activities will be provided to the leaders, all of which are geared towards empowering the community by working hand in hand with the Center for Social Involvement – HED. This participatory approach to development ensures ownership, self-reliance, resourcefulness and sustainability of programs in partner communities.

2. KABALIKAT (Filipino term for *a partner or associate*)

As Partners for Change, the team will consist of volunteers from different sectors of the AC-HED community, made up of the faculty, staff and parents, who will serve as the INTERNAL COMMUNITY ARM of CSI – HED in implementing Programs within the AC community and in partner communities as well.

Similar to the KAAGAPAY Team, a Formation Program, as well as related and relevant Trainings and Seminars will be conducted for the KABALIKAT members. Necessary support (manpower, sourcing of funds, network and linkages, etc) shall be in place to ensure the effectiveness and efficiency of the projects and activities the Team will implement.

IV. MEMBERSHIP GUIDELINES

1. KAAGAPAY: Will consist of a maximum of 7 to 10 members to serve as core group of their community with the following Membership Guidelines:

- An active member of an organization within the partner community
- Agrees to attend at least two (2) sessions of Huntahan and Team Building activities
- Willing to commit and work hand in hand with the Center for Social Involvement – HED in implementing development programs in their community
- Will adhere to the rules and regulations that will be formulated with the core group

2. KABALIKAT: No limit in the number of members, but must follow the Membership Guidelines below:

- Represents different sectors of the AC-HED community (faculty, staff and parents)
- Agrees to attend the general assembly once every semester and scheduled meetings when necessary
- Willing to volunteer and head specific activities of the Center for Social Involvement – HED programs within the school and/or partner communities
- Commits to attend at least one Formation Session per semester

V. SUSTAINABILITY

To ensure that volunteers will be motivated to continue their involvement; strategies must be employed to recognize the efforts of KAAGAPAY and KABALIKAT members and may be done through the following:

1. Provision of incentives (Gift Checks/Cards, points, work-related perks, etc)
2. Giving of Gratitude Certificates / Document



I. GENERAL INFORMATION

PROGRAM NAME : AIR Volunteer Formation Program
TARGET BENEFICIARIES : AIR Volunteers
PROPONENT : Center for Social Involvement – HED

In 2013, the National Service Training Program (NSTP) conducted a Basic First Aid Training attended by student representatives from different block sections. Out of the twenty-four (24) attendees, a few established a group called Assumption Immediate Respondents (AIR), renamed later on as Assumption Immediate Responder (AIR) to be more appropriate to the role of the volunteers.

AIR was formed as the first responder of the College and became part of the emergency Preparedness and management of the Center for Social Involvement (CSI) – HED. With the goal of having more competent and prepared members of the AC Community, as well as partner communities, various related trainings on emergency preparedness are offered, such as Basic First Aid, Basic Life Support, Cardiopulmonary Resuscitation (certified for 2 years) and Water Survival.

AIR also serves as the student arm of CSI – HED that supports the implementation of other programs geared towards empowering the AC Community, partner communities and other stakeholders. To provide them the necessary competencies, volunteers will continue to undergo a series of formation that also aims to develop and sustain the spirit of volunteerism.

II. OBJECTIVES

- To encourage and promote the spirit of volunteerism among AC students
- To provide exposure and immersion opportunities in partner communities and institutions
- To sustain membership through a holistic formation track
- To equip members with the necessary knowledge, skills, and attitude as first responders

III. MEMBERSHIP GUIDELINES

- Submission of an accomplished Volunteer Interest Form
- Willing to undergo a Volunteer Formation Program

- Commits to support the Center for Social Involvement – HED in various development programs, especially during school events
- Agrees to become a First Responder and undertake necessary training and seminar
- Eager to be an ambassador of volunteerism within the AC Community and partner communities

IV. TRAINING AND FORMATION TRACK

A. Training and Seminars as First Responders (other topics to be determined)

1. Basic First Aid
2. Basic Life Support
3. Water Survival and Rescue
4. Certification for 2 years on Cardiopulmonary Resuscitation

B. Suggested Formation Track

1. Knowing One Self (Self Awareness)
2. Leadership Training
3. Volunteerism
4. Building a Team (focus areas: communication, teamwork, collaborative decision making, etc)
5. Community and Me (community immersion and outreach programs)

V. SUSTAINABILITY

To ensure that volunteers are motivated and will continue being involved; strategies must be employed to recognize the efforts of AIR volunteers, similar to that of the KAAGAPAY and KABALIKAT Teams:

- Provision of incentives (Gift Checks/Cards, points, work-related perks, etc)
- Giving of gratitude certificates/document
- Conduct an annual Recognition Ceremony to show gratitude and give awards to exemplary contributions, involvement, etc
- Publish write-ups on the participation and initiatives of volunteers
- Regular meetings and updating

A feedback/evaluation mechanism is also essential in finding out reason/s of the involvement of volunteers and how it can be further sustained. Surveys, FGDs, interviews may be conducted. This can also be incorporated in different activities of the CSI, such as KAPIHAN Sessions, where active volunteers can provide testimonies that may encourage others to be involved.



PARTNERS

I. PARTNER COMMUNITIES

True to its mandate in working with communities in need, the Center for Social Involvement – Higher Education Department (CSI-HED) partners with rural and urban communities towards achieving goals geared towards social transformation.

Criteria in Choosing a Partner Community for CSI-HED:

- Must be registered with the Security Exchange Commission (SEC)
- Must be recognized and endorsed by the Local Government Unit (LGU)
- Must have an adopted community located preferably in Makati or Metro Manila and easily accessible to commute; wherein the partner institution provides social intervention for its community members
- Must have an open line of communication with the adopted community for easier coordination
- Must be open to the implementation of various social interventions (with prior approval) in their adopted community

COMMUNITY : **ST. MARIA DE MATTIAS CENTER, INC.**

LOCATION : Marikina Heights, Marikina City

CONTACT PERSON : Sr. Maria Grazia D’Amato – Directress

OVERVIEW : An institution that provides support for young girls ages six to eighteen, both hearing and non-hearing, indigent, neglected and abandoned including all their basic needs such as educational support, feeding assistance and values formation.

COMMUNITY : **MALAYANG CASANUEVA NEIGHBORHOOD ASSOCIATION**

LOCATION : Barangay Amaya II, Tanza, Cavite

CONTACT PERSON : Mrs. Nestora Delector – President

OVERVIEW : A People’s Organization (PO) composed of relocatees from Freedom Island in the Coastal Area of Parañaque. The community was discovered by the Parish Priest of Holy Rosary in Amaya II Tanza, Cavite who happens to be the former

Parish Priest in The Most Holy Rosary Parish in Rosario, Cavite and is one of the partners of AC – San Lorenzo for ISSP implementation.

COMMUNITY : TUA ELEMENTARY SCHOOL
LOCATION : Barangay Tua Magallanes, Cavite
CONTACT PERSONS : Anselmo Hierco - Barangay Chairman
Mrs. Michelle Marges- OIC - School Principal
OVERVIEW : AC has a tripartite Memorandum of Agreement with the De La Salle University – Dasmariñas, LGU of Tua, Magallanes and Nuestra de Guia Parish of Magallanes for almost 2 years. AC conducts yearly ISSP through an Education Program that includes classroom management and trainings for teachers.

COMMUNITY : LASALLIAN COMMUNITY DEVELOPMENT CENTER (LCDC)
LOCATION : De La Salle University – Dasmariñas
CONTACT PERSON : Ms. Ma. Nena Caspe – Director
OVERVIEW : The lead unit of De La Salle University - Dasmariñas in implementing community development programs. It is an important resource of social transformation by facilitating relevant and innovative community programs involving the University and its partner communities made possible through training, service, research, and networking.

COMMUNITY : BROTHERHOOD FOUNDATION FOR COMMUNITY DEVELOPMENT
LOCATION : Punta, Sta. Ana Manila
CONTACT PERSON : Mrs. Gloria Ocampo – President
OVERVIEW : A private, non-stock, non-profit and non-sectarian foundation seeking man's spiritual upliftment as a means of enhancing the socio-economic and cultural development of marginalized communities in contribution to nation building.

COMMUNITY : SITIO KUMUNOY NEIGHBOORHOOD ASSOCIATION

LOCATION : San Miguel, Pasig City

CONTACT PERSON : Mrs. Flordeliza Cinco Primalte – President

OVERVIEW : Almost 300 households from the community are united and eager to build an association that longed to materialize their dreams and aspiration in the aspect of education, livelihood and security in the community.

COMMUNITY :ST. MARTIN SCHOOL – ASSUMPTION BAGUIO

LOCATION :Crystal Cave, Baguio City

CONTACT PERSON :Sr. Anna Carmela Pesongco, r.a.

OVERVIEW : The St. Martin’s School in Baguio City founded in 1964, serves 300 children of cultural minorities in the Mountain Province by providing various programs for skills development, formation in the faith, and building Christian communities around the area. It is the only elementary school in the country with an integrated enculturation program whereby focus is given in preserving the culture and values of the Cordilleras.

II. PARTNER ORGANIZATIONS AND INSTITUTIONS

As part of realizing the vision and mission of Assumption College – San Lorenzo, and following in the footsteps of St. Marie Eugenie, the Center for Social Involvement – Higher Education Department (CSI-HED) collaborates with organizations and institutions with values aligned to CSI-HED's and the College.

List of Partner Organizations and Institutions:

**description taken from the website and other reference materials of the partners*



www.ivolunteer.net.ph is the Philippines' first volunteerism portal created in 2001 by a group of passionate individuals. For more than ten years the group and the portal has pioneered many firsts including hosting of Exchange Arena (project that aimed to facilitate partnership building among the business sector, government and civil society through employee volunteerism) and creation of a model of institutionalizing a volunteer management system in the municipality of Libon in Albay.

Ten years after, another group of young professionals thought of using the internet and mobile phones to promote volunteerism. Needing a refresh and update, the portal and trademark was handed over by the original iVolunteer group to the current group. The idea of an online volunteer matching facility took a rebirth in 2011.



United For Healthier Kids (U4HK) is a pioneering and comprehensive programme, initiated by Nestle, that helps establish healthier eating, drinking and lifestyle habits for children. In the Philippines, U4HK developed a platform and formed a coalition composed of different partners to raise awareness on the extent of malnutrition, areas for collaboration, and opportunities for action. This focuses on creating a social movement and encouraging various stakeholders to make use of a platform that would provide long-term action against hunger and malnutrition.



The **Provincial Government – Environment and Natural Resource Office (PG-ENRO)** holds the different division of the Provincial level that involves environmental concerns such as Environment and Waste Management, Land Management Division and Coastal Management



The **Haribon Foundation** is the Philippines' pioneer environmental organization. Hatched in 1972, the organization, and the individuals it trained and nurtured were instrumental in the formation of other environmental organizations in the country.



Manila Boystown Complex is a 23-hectare, non-profit organization orphanage for the homeless, abandoned, forgotten, and voluntarily surrendered children, teenagers, and senior citizens in **Manila**.



ALC Foundation, Inc. is a non-stock, non-profit, and non-government organization committed to the advancement of environmental preservation and climate change mitigation and adaptation through bamboo growing initiatives, in identified communities deemed most vulnerable from the adverse effects of climate related disasters.



Dugong Alay Dugtong Buhay Inc. is a non-stock, non-profit, non-government organization, whose main objective is to organize bloodletting events to provide immediate, safe & FREE blood supply to needy hospital patients. This is in coordination with the heads of the blood bank of more than 15 reputable partner hospitals. For 20 years, our advocacy of saving lives is also ingraining in the Filipino consciousness the importance of preparedness, as a Way of Life.



Philippine Wacoal Corporation is one of the partner organizations of CSI-HED focusing on Women. It started last August 2018 in advocating their campaign in Bra Recycle that converts bra into a fluff fuel that has been made in Cebu plant by Wacoal Japan. It became an institutional wide in the college that had been partnered with the Basic Education Division as we both advocating in helping our environment.



AHA Learning Center is a free afterschool program for public school kids in the Philippines. Our core values are Commitment, Compassion, Gratitude, Grit, and Service. Since 2009, we have serviced over 2000 students. Our mission is co-creating better future by transforming public schools through after school learning. We envision a nation filled with R.I.C.H Learners- Resilient Workers, Independent Adults, Critical Thinkers, and Helpful Filipinos.



SILENT BEADS turns paper wastes into beautiful beads, seed papers and other crafts that grow into plants after use. A leading protagonist on environmental protection through less paper waste and growing more plants and trees. Its mission is to "Save Mother Earth Twice" by delaying the accumulation of paper wastes through recycling and by promoting tree planting and growing own food.



CRIBS FOUNDATION, INC. is a non-profit organization licensed by the Department of Social Welfare and Development (DSWD) providing a loving and safe environment for the abandoned, neglected, surrendered babies and female minor survivors of sexual abuse.



"Kanlungan ni Maria" is home to poor, abandoned, neglected, homeless and sick elderly living in community where Christ's values is lived with Mary as Mother and Model.



Arnold Janssen Kalinga Centre is a community-based program which is a sanctuary for many in the area of Tayuman, Manila. This program seeks to go beyond addressing only one of the many local and national social issues such as poverty and hunger. Its objective is to change the lives of the unfortunate in a holistic manner. From this vision, the Kalinga Center's three phases were born – this hopes to regain the self-image, self-respect, and self-worth of our beneficiaries.



Oxfam sa Pilipinas has been working in the country for over 25 years. In the Philippines, our goal is to contribute to the eradication of poverty by supporting women and other vulnerable groups in saving lives and building livelihoods, enhancing their resilience to crises, shocks and stresses, and making their voices heard to hold duty-bearers accountable.



Philippine Rice Research Institute (PhilRice) is a government corporate entity under the Department of Agriculture created through Executive Order 1061 on 5 November 1985 (as amended) to help develop high-yielding and cost-reducing technologies so farmers can produce enough rice for all Filipinos.



Department of Social Welfare and Development

The Department of Social Welfare and Development envisions all Filipinos free from hunger and poverty, have equal access to opportunities, enabled by a fair, just, and peaceful society.



A center for academic excellence conducive to learning that serves as the Philippine Army's main source of CMO professionals.



SLB envisions a Filipino nation that celebrates love for country, genuine democracy, and social justice and a Church that is of the poor, for the poor, with the poor.



The Bureau of Fire Protection (Kawanihan ng Pagtatanggol sa Sunog), is an agency of the Department of the Interior and Local Government (DILG) responsible for implementing national policies related to Firefighting and fire prevention as well as implementation of the Philippine Fire Code (PD 1185), which has been repealed and replaced by the New Fire Code of the Philippines (RA 9514).



ANNEXES

In Center for Social Involvement - HED, the overall leadership in the department is composed of representatives from all sectors of the school community:

- ❑ Coordinators/ Chairpersons
- ❑ AC Staff Association
- ❑ Students
- ❑ Parents
- ❑ Staff

The aim is that the whole department be growing in their consciousness to:

1. Instill awareness of social concerns and development of critical minds;
2. Love to render service; and,
3. Be in solidarity with Filipinos who are marginalized.

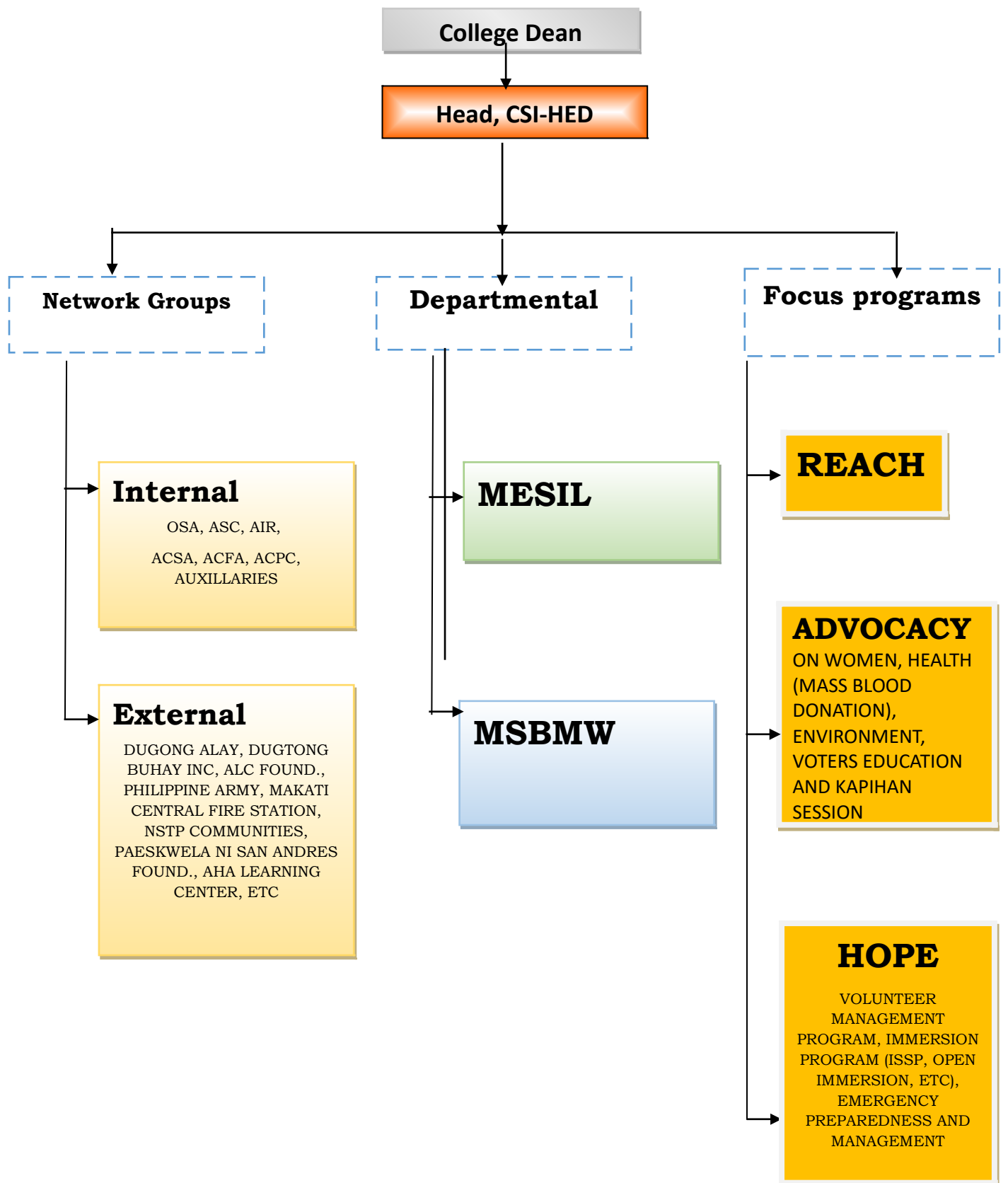
Framework: Integration Process

The challenge of integrating the soul of an institution (its Vision) in the curricular and extra-curricular programs of the school is one that educators must not take lightly.

It is curricular activities that ready the mind and the extra-curricular activities that ready the heart. We did the first two well. Our students will leave the portals of our school with the needed shields to live the kind of life articulated in the school's Vision; in the case of Assumption College, to become women of faith, and women of action.

The framework presented by the CSC coordinators are maps that will easily help set directions toward the goal/themes the CSC set for the programs. The CSC wanted to make sure that what was articulated in the various activities, practices, and reflections in and off-campus with the Center were considered. The conceptual frameworks the Center chooses will only impact significantly if the Center use/adopt the appropriate technology.

This leads to the discussion of the core technology that the Center adopts in carrying out its Mission: the **community organizing approach**.



GUIDELINES IN CONDUCTING OUTREACH ACTIVITIES / PROGRAMS

1. NOVEL INITIATIVE

1.1 Novel extension programs/initiatives proposed by AC employees to external organizations (NGO, GO, PO, PARISH, ETC) not having any connection to CSI.

2. FACULTY/STAFF INITIATED

2.1 Extension programs presented by AC employees are recognized as official under the following conditions:

2.1.1 It is well-coordinated and permitted by CSI

2.1.2 It will be jointly conducted with and among CSI partner communities and associations

2.2 The proponent/s-implementer/s will fully coordinate with the CSI and discuss the requisites of the program/proposal and its implementation. The following will be the subjects of discussion:

2.2.1 Steering Committees and members

2.2.2 Description of the program duration – either short- or long-term

2.2.3 Partial program flow – must include the locale and time frame

2.2.4 Description of the partner Organization/Community and Beneficiaries

2.3 After successfully accomplishing principal coordination, the proponent/s-implementer/s must complete CSI-REACH program form and submit it three weeks ahead of the proposed implementation time frame.

2.4 CSI shall work together with the partner organization/community in polishing the program's framework. Recommendations and reviews must be noted and reported to the CSI for recognition.

2.5 CSI shall evaluate the proposal within three working days upon its reception. CSI will contact and coordinate with the proponents for the primary evaluation of the proposal.

- 2.6 Proponent must submit a Post Activity Report (PAR) after three days of the implementation. Consequently, CSI will issue a Certificate of Community Involvement recognizing the term of service executed by the participant/s for the extension program.
- 2.7 The accomplishment of PAR will be essential for the confirmation of subsequent extension programs.

1. CSI-HED COMMUNITY INVOLVEMENT INITIATED

- 1.1 Extension programs joined by AC members are considered a part of CSI- HED initiated REACH project under the following provisions:

1.1.1 The program serves as a rejoinder to CSI's need of support for specific developmental initiatives.

1.1.2 Programs are extensive, including establishing relief drive operations or serving as CSI sponsor/s, stakeholder/s, etc.

1.1.3 CSI shall consolidate with the participating AC member full details of the activity.

- 1.2 CSI shall coordinate with the proponent-implementer for the program/s, monitoring and principal evaluation.

- 1.3 Proponent must submit a Post Activity Report (PAR) after three days of the implementation. Consequently, CSI will issue a Certificate of Community Involvement recognizing the term of service executed by the participant/s for the extension program.

- 1.4 The accomplishment of PAR will be essential for the confirmation of subsequent extension programs.

- 1.5 CANCELLATION OF ACTIVITIES

- 1.5.1 Activities are immediately cancelled in case of unprompted events such as natural calamities and man-made disasters. In this case, CSI shall inform the participant/s for confirmation.
- 1.5.2 Cancellation of activities due to prompted conflicts must be consulted and confirmed a week before the target date of implementation. Parties concerned must establish formal correspondence with CSI. Subsequently, CSU will inform the participant/s for confirmation of the cancellation