



Republic of the Philippines
CEBU TECHNOLOGICAL UNIVERSITY

MAIN CAMPUS

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OFFICE OF THE UNIVERSITY PRESIDENT

November 18, 2020

CTU Memorandum
No. PK18 - 283 s. 2020

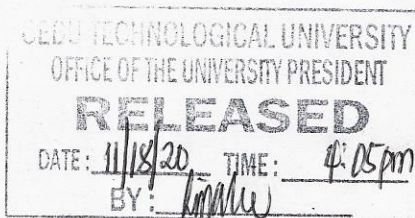
To : **ALL CAMPUS DIRECTORS**
ALL COLLEGE DEANS (Main Campus)

Attention: *All Designated Extension Chairpersons*

Subject : **SUBMISSION OF REPORT ON FACULTY INVOLVEMENT IN COMMUNITY EXTENSION/OUTREACH WORK DURING COVID-19 PANDEMIC**

1. Relevant to QS Documentation on Social Responsibility of the University Extension Services Office, all Extension Chairpersons are hereby required to accomplish the attached template pertaining to Faculty Involvement in Community Extension Work/Outreach during the pandemic.
2. The report is expected to be submitted **not later than November 25, 2020; Wednesday** through e-mail at ctu.extensionservices@gmail.com.
3. For compliance.

ROSEIN A. ANCHETA JR., ASEAN P.E, DM, Ph.D.
SUC President IV





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OFFICE OF THE UNIVERSITY DIRECTOR FOR EXTENSION SERVICES

FACULTY AND STAFF INVOLVEMENT IN COMMUNITY EXTENSION/OUTREACH WORK DURING COVID-19 PANDEMIC

QS KEY RESULT AREA: SOCIAL RESPONSIBILITY

KRA 2: Volunteer hours for community investment and charity work

Title of the Project : Ex. Amping Cebuano Project: A COVID-19 Bayanihan Project
Campus : Ex. Main
College/Program : Ex. College of Arts and Sciences

Note: 1. Please accomplish the template completely and accurately

1		2	3		4	5
NAME (Last Name, First Name, MI)		NATURE OF VOLUNTEER WORK/S	INCLUSIVE DATES		NO. OF VOLUNTEER HOURS	SUPPORTING DOCUMENTS (Proof of Involvement)
			FROM (mm/dd/yyyy)	TO (mm/dd/yyyy)		
1	Ex.1 Juana Dela Cruz	(1) Over-all Coordinator for Face Mask Production (2) Sewer- Face Mask	May 11, 2020	May 29, 2020	90.00	1. Accomplishment Report 2. Logsheet/Attendance 3. Certificate of Participation 4. Pictures 5. Other verifiable documents
2						
3						
4						
5						
6						
7						
8						
9						
10						

OVERALL	90.00
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Prepared by:

Noted:

 Extension Chairperson Date

 Campus Director Date