

**APPLICATION FOR TECHNOLOGY NEEDS ASSESSMENT**

Name of Community: bLGU-Pinamihagan		
Contact Person: Hon. Teodoro Zacarias	Position in the Enterprise: Brgy. Captain	
Office Address: Brgy. Pinamihagan, San Jose, Romblon	Tel. No. 09460971472	Fax No.
	E-mail Address:	
Factory Address: Brgy. Pinamihagan, San Jose, Romblon	Tel. No. 09460971472	Fax No.
	E-mail Address:	
Website:		


**GENERAL AGREEMENTS:**

1. The applicant shall, at the earliest opportunity, make available to the DOST Regional Office No. 4B (DOST-MIMAROPA) all information (manuals, procedures, etc.) required to establish the technology status of the selected core business functions and management systems;
2. If DOST-MIMAROPA is not satisfied that all the requirements for business registration are complied with, it shall inform the applicant of the observed deficiencies before starting the assessment;
3. When the required inputs to the assessment are already supplied by the applicant, including Attachment A, the DOST-MIMAROPA will assess the firm through the core business functions and management systems, whichever is applicable, to identify technology needs and verify compliance to standards vis-à-vis existing practices;
4. When the DOST-MIMAROPA has completed the technology assessment, a report will be prepared on the results of the assessment with accompanying recommendations and opportunities for improvement. The report prepared will define the scope of activities, functions, management practices and locations assessed. The applicant shall not claim or otherwise imply that the report applies to other locations, product or activities not covered by the report;

5. The applicant agrees that the report will not be used until permission has been granted by the DOST-MIMAROPA;
6. The applicant agrees that the receipt or acknowledgment of the report ends the assessment stage; any technical assistance ensuing from the recommendations of the report will be viewed as a separate project.

#### **UNDERTAKING**

**I agree to undertake and observe the above General Agreements as stipulated by the Department of Science and Technology Regional Office No. 4B.**

  
**HON. TEODORO ZACARIAS**  
Barangay Captain, bLGU-Pinamihagan  
LGU-San Jose, Romblon

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**Signature over Printed Name**

**Baranggay Captain**

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**Position in the Enterprise**

**August 29, 2022**

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**Date**

## Enterprise Profile

Name of Enterprise LGU-San Jose/bLGU-PinamihaganProduction Site/Location Brgy. Pinamihagan, San Jose, RomblonBusiness Permit No. N/A Year Registered N/A

Brief Enterprise Background \_\_\_\_\_

San Jose is an island municipality in Romblon. Despite the surge in its tourism sector, a significant portion of its population made up of Ati natives and migrants from Panay remain marginalized. The IP community in this barangay is composed of 15 households. Each household has 8-15 members totaling an average of 225 IPs. These tribal communities are disconnected from the mainland with mountainous terrain making it more difficult for them to access necessary resources like food stocks, water, power, and even education. Among its old customs that enable them to survive the grips of hunger is small-scale agriculture. In 2022, a common processing facility for cassava and corn was established to increase the community's productivity and to provide them with entrepreneurial activity as an additional source of income. Water poverty on the other hand remains to be a major source of burden to the IP community. These indigenous people (IP) travel by foot to gather domestic water from the nearest source which is more than 1 kilometer away from their community. However, travel to the source is not a burden to the IPs. The difficult part is when they travel back to their community while carrying the added weight of water containers. Some households with extra money resort to hiring motorcycles to convey their water. These motorcycles charge them PHP20.00 per gallon. After the motorcycles, on the other hand, the IPs still need to travel a few meters by foot to their houses which are in the mountainous part of the community.

Year enterprise was established: N/A Initial Capitalization: N/AType of Organization: ☐ Single proprietorship☐ Association☐ Partnership☐ Corporation☐ Profit☐ Non-profit☒ LGU/bLGUEnterprise Registration No. N/A Year Registered N/AClassification according to capital (Php) Present capitalization N/A☐ Micro (less than 1.5 M)☐ Small (1.5 – 15 M)☐ Medium (15 – 100 M)

Classification according to employment (number of employees)

☐ Micro (1 – 9)☐ Small (10 – 99)

☐ Medium (100 – 199)

Number of Employees:

Direct Workers	M: _____	F: _____
Production	M: _____	F: _____
Non-production	M: _____	F: _____
Indirect/Contract Workers	M: _____	F: _____
Total	M: _____	F: _____

Business Activity:

- ☐ Food processing (please specify commodity) \_\_\_\_\_
- ☐ Furniture (please specify commodity) \_\_\_\_\_
- ☐ Gifts, decors, handicrafts (please specify commodity) \_\_\_\_\_
- ☐ Metals and engineering (please specify commodity) \_\_\_\_\_
- ☐ Agriculture/Marine/Aquaculture (please specify commodity) \_\_\_\_\_
- ☐ Health products and pharmaceuticals (please specify commodity) \_\_\_\_\_
- ☐ Information and Communications Technology (ICT) products (please specify commodity) \_\_\_\_\_
- ☐ / Others, please specify \_\_\_\_\_ CEST

1. Specific product or service the enterprise offers its customers:

The Local Government of San Jose is the primary implementer of laws, rules, programs, and projects in the municipality of San Jose to include its island barangays such as Brgy. Pinamihagan.

2. Reasons why assistance is being sought:

The LGU signifies its interest for the CEST program to address the need for stable water supply that is near the IP community.

3. Have you consulted any other individual/organization for any assistance?

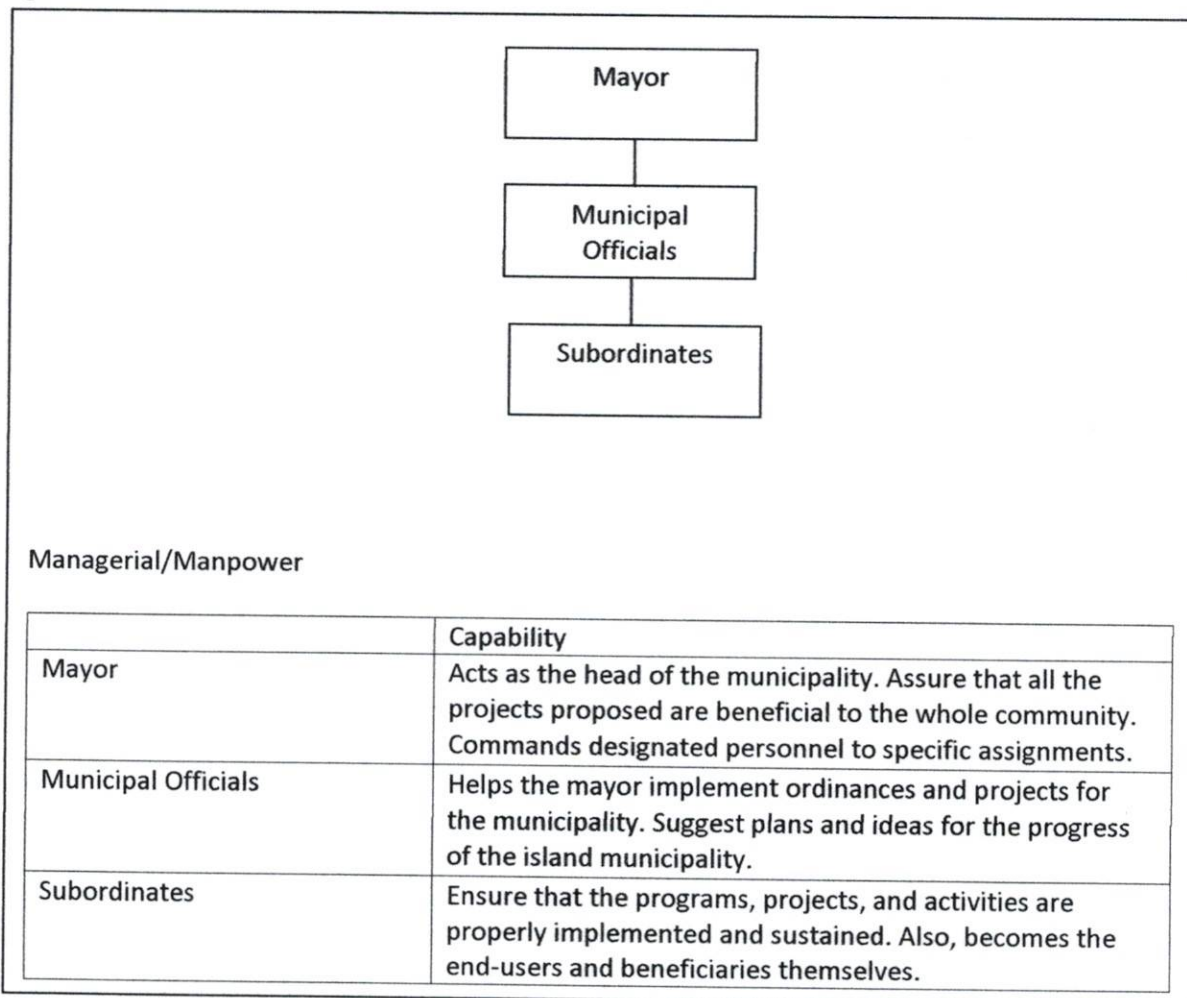
☐ / If Yes, which company/ agency? Please specify the type of assistance sought \_\_\_\_\_



Yes, together with the DOST, the LGU have consulted various experts from different government and non-government stakeholders for water generation, livelihood, environmental conservation, and more.

☐ If No, why not?

#### Organizational Structure



#### Managerial/Manpower

#### 4. Enterprise's plan for the next 5 years?

The local government is determined to have a stable source of electricity and water as well as a progressive economy in which its constituents especially those who are most vulnerable such as IPs will benefit from. Also, the mayor dreams to have additional establishments like airports, and tourism stations and hubs more employment opportunities for its constituents.

#### Next 10 years?

The mayor envisions its island to become one of the renowned tourist attractions of the province, capitalizing on its economic potential and island beauty. Having this in mind, the mayor also envisions more developed establishments and more active economic activities.

## 5. Current agreements and alliances undertaken

The local government is currently allied with all the national government agencies and non-government agencies for planning and implementing its programs, projects, and activities

### BENCHMARK INFORMATION

#### ■ Production and Supply Chain

##### ➤ Raw Material

Raw Material	Source	Unit Cost (₱)	Volume Used/Year
N/A			

##### ➤ Production

Product	Volume of Production/Year	Unit Cost of Production (₱)	Annual Cost of Production (₱)
N/A			
TOTAL			

##### ➤ Production Equipment

Type of Equipment	Specifications	Capacity
N/A		

##### ➤ Problems and Concerns

Water poverty remains to be a major source of burden to the IP community. These indigenous people (IP) travel by foot to gather domestic water from the nearest source which is more than 1 kilometer away from their community. However, travel to the source is not a burden to the IPs. The difficult part is when they travel back to their community while carrying the added weight of water containers. Some households with extra money resort to hiring motorcycles to convey their water. These motorcycles charge them PhP20.00 per gallon. After the motorcycles, on the other hand, the IPs still need to travel a few meters by foot to their houses which are in the mountainous part of the community.

##### ➤ Production Waste Management System

N/A

➤ Production Plan

The project would focus on water generation for domestic use. Production will depend on the water requirement of the IP community. The LGU-San Jose will be tapped to assist the bLGU-Pinamihagan in overseeing the facility to maximize its use and ensure its prolonged service life.

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➤ Inventory System

N/A

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➤ Maintenance Program

Training on the facility operation and maintenance will be provided to the bLGU. However, maintenance of the facility will be the counterpart of the bLGU management. Maintenance plan will also be developed to ensure systematic and regular maintenance schedule of the facility.

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➤ cGMP/HACCP Activities

N/A

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➤ Supplies/Purchasing System

Raw water that will be generated and distributed through the facility will be sourced by an electric motor pump powered by solar energy to reduce overhead expenses. The water pump is located near the barangay hall of the bLGU Pinamihagan where ground water is ensured.

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▪ Marketing

➤ Marketing Plan

Marketing will not be necessary as the product water is really needed by the community and it will be distributed directly to households of the IPs.

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➤ Market Outlets and Number

N/A

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➤ Promotional Strategies

N/A

➤ Market Competitors

N/A

➤ Packaging

- |                        |     |
|------------------------|-----|
| ○ Nutrition Evaluation | N/A |
| ○ Bar Code             | N/A |
| ○ Product Label        | N/A |
| ○ Expiry Date          | N/A |

▪ Finance

➤ Cash Flow or other related documents

N/A

➤ Source(s) of capital/credit

The local government send proposals to higher authority and other agencies to finance their employees' salary and other projects too.

➤ Accounting System

The bLGU employed a treasurer to oversee the financial flow of their governance. The treasurer is the one who recommends for approval for a project's financial counterpart. He also ensure systematized cash-flow on every project to ensure proper implementation.

▪ Human Resources

➤ Hiring and Criteria

The bLGU with close supervision of the LGU-San Jose and the PSTO Romblon will be responsible to assign a person who will operate the facility and oversee the project. The assigned operator will be given various training activities such as training on the operation and maintenance of the equipment, 5S, basic financial management, and basic bookkeeping.

➤ Incentives to Employees

Incentives and remuneration will be finalized once the operation is stable.



➤ Training and Development

Trainings will depend on the needs of the proponent and the community as a whole. The operators and managers of the facility, they will be trained in basic financial management, and bookkeeping among others.

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➤ Safety Measures Practiced

Safety measures will be practiced during production. This will be ensured through lay outting the facility according to 5S and OS and through preparing health and safety kits in case of emergencies.

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➤ Other Employee Welfare

Other employee welfare will be finalized once the operation is stable.

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▪ Other Concerns

The barangay local government could utilize the GIA assistance to improve on its wellbeing and productivity. CEST assistance is highly recommended.

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Prepared by:

Validated by:

  
**HON. TEODORO ZACARIAS**  
Barangay Captain, bLGU-Pinamihagan  
LGU-San Jose, Romblon

Printed Name and Signature of  
Owner/Chair/Representative

August 29, 2022

Date

  
**MARCELINA V. SERVAÑEZ**

Printed Name and Signature of  
PSTD/Cluster Manager

August 29, 2022

Date