



# OFFICE OF THE STUDENT AFFAIRS

[ ] Main [ ] Branch \_\_\_\_\_

## ANNUAL OPERATIONAL PLAN

Organization: \_\_\_\_\_

Period Covered: \_\_\_\_\_

STRATEGIC OBJECTIVES	KEY PERFORMANCE INDICATOR/MEASURE (KPI)	PERFORMANCE TARGET (PT)	WTS	BSC PERFECTIVE	PLANS AND PROGRAMS	TARGET DATE	MOV	PERSONNEL IN CHARGE	BUDGET / RESOURCES
4.4 To intensify participation of faculty, staff, students and alumni in extension and outreach.		3	20%	IBP	Department/ Organization community Extension Activities  Activity 1: <i>Name or Title of the Activity and state SDG Alignment</i>  Activity 2: <i>Name or Title of the Activity and state SDG Alignment</i>  Activity 3: <i>Name or Title of the Activity and state SDG Alignment</i>	<i>State target date</i>   <i>State target date</i>   <i>State target date</i>	Activity Proposal and after activity documentations	(state SO officers in charge)	Organizational Fund   Organizational Fund   Organizational Fund
5.3 To create purposeful experiences for students that promote skills and personal development.	5.3.3 Number of activities conducted that promote holistic development of students. (SDG)	4	20%	IBP	Initiate student activities creating purposeful student life experience  Activity 1: <i>Name or Title of the Activity and state SDG Alignment</i>	<i>State target date</i>			Organizational Fund

					Activity 2: <i>Name or Title of the Activity and state SDG Alignment</i>  Activity 3: <i>Name or Title of the Activity and state SDG Alignment</i>	<i>State target date</i>  <i>State target date</i>	Activity Proposal and after activity documentations	(state SO officers in charge)	Organizational Fund  Organizational Fund
	Number of activities in line with the institutional programs or activities	7	25%	IBP	Participation in institutional activities by SO/CSG for each of the following:  a. IP Day b. Buwan ng Wika c. Leadership Training Seminar d. Intramural Meet e. Drug Orientation for Student Leaders f. Paskohan	<i>State target date</i>	Documentation, Narrative Report	(state SO officers in charge)	Organizational Fund
	Number of participated event-invitations by external organizations activities (National, International or ASEAN)	4	25%	IBP	Participation in event-invitations by External Organizations/ companies.  Activity 1: <i>Name or Title of the Activity and state SDG Alignment</i>  Activity 2: <i>Name or Title of the Activity and state SDG Alignment</i>  Activity 3: <i>Name or Title of the Activity and state SDG Alignment</i>	<i>State target date</i>  <i>State target date</i>  <i>State target date</i>	Activity Proposal and after activity documentations	(state SO officers in charge)	Organizational Fund  Organizational Fund  Organizational Fund
	e. Others								

<b>Prepared by:</b>	<b>Checked and Verified by:</b>	<b>Reviewed by:</b>	<b>Noted by:</b>	<b>Approved by:</b>
President ( <i>Name of Student Org</i> )	Adviser	Program Head	Dean of College	Head, OSA