
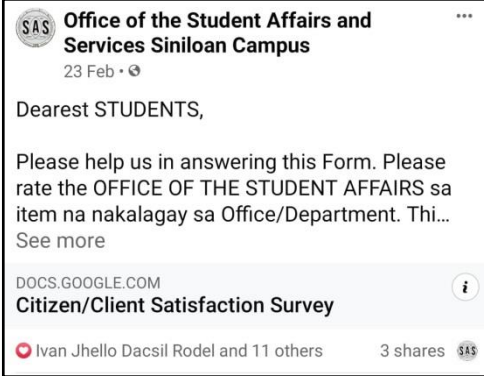



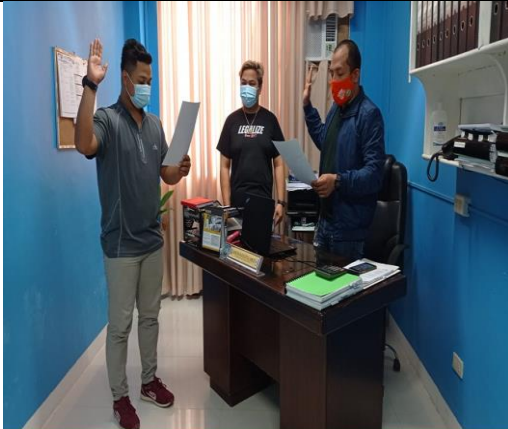


ACCOMPLISHMENT REPORT OF OFFICE OF THE STUDENT AFFAIRS AND SERVICES
LSPU SINILOAN (Host) CAMPUS
January – December 2021

TITLE OF ACTIVITIES/ PROGRAM	DATE/ DURATION	DOCUMENTATION (PICTURES)	PARTICIPANTS	LOCATION	CONDUCTED/ SPONSORED BY:	BUDGET/ REMARKS
Validated student I.D.(s)	January –March 2021	Refer to OSAS Log Book/Document	LSPU students	Office of Student Affairs and Services	OSAS	---
Posted and disseminated relevant announcements and information pertaining to student services on OSAS Official Facebook Page / Social Media	January –March 2021		LSPU students	Office of Student Affairs and Services Facebook Official Page	OSAS	---
Conducted survey thru online platform pertaining to satisfaction on the services of the office	January –March 2021		OSAS ICTS LSPU Students	Online Platform	OSAS	---




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Assisted in receiving and attending to student concerns related to student services via phone calls, chat, video conferencing in relation to Student Concerns Desk	January - March 2021		LSPU students	Online Platform	OSAS	---
Oath Taking of newly designated Supreme Student Council President of LSPU-SC	February 3, 2021		OSAS Chairperson	Office of Student Affairs and Services	OSAS	---

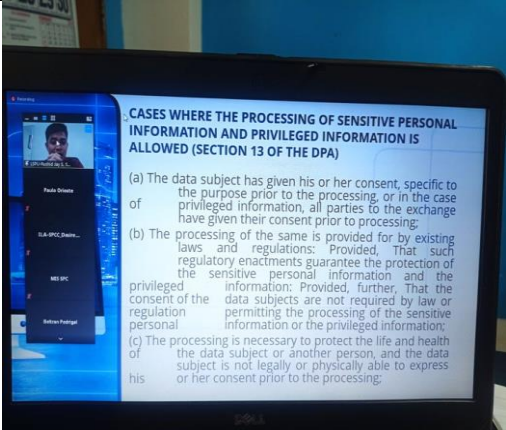



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Distribution of certificates to the Awardees (Retirees and Special Awardees) during the celebration of LSPU Siniloan Founding Anniversary	February 10, 2021		Retirees and Special Awardees	LSPU Siniloan Campus	OSAS	University Fund
Face-to-face meeting of OSAS Director and Chairpersons with Supreme Student Council Advisers, FSSC President and SSC Presidents of LSPU, reviewing the submitted proposal of FSSC Officers Constitution and By-laws	February 11, 2021		OSAS Director & Chairperson Student Council Advisers Students Council Presidents Student Organization Coordinators	President's Conference Room LSPU Sta Cruz Campus	Office of the Director, OSAS	Charge to OSAS





ACCOMPLISHMENT REPORT OF OFFICE OF THE STUDENT AFFAIRS AND SERVICES
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Attended webinar entitled” LSPU Records and Digitalization of Records.”	February 18,2021		University Wide	Via ZOOM	University ICTS	---
Signed Clearance(s)	March 2021	Refer to OSAS Log Book/Document	LSPU students	Office of Student Affairs and Services	OSAS	---
Recommendation of Unit Heads Designation	March 3, 2021		OSAS Director & Chairperson Faculty Members	Office of the Director, OSAS	Chairperson, OSAS	---



**ACCOMPLISHMENT REPORT OF OFFICE OF THE STUDENT AFFAIRS AND SERVICES
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Coordinated with the concern's personnel (ICTS, OSAS, PACD, QA Chairperson and Security Services) for the plan and implementation of student online appointment to be presented to Campus Director	March 10, 2021		ICTS, OSAS, PACD, QA Chairperson and Security Services	CCS Building	University Clinic	---
Attended the emergency meeting led by CD together with concerned personnel of LSPU to discuss the flow of transaction of visitors entering the school premises and set a plan for online transaction	March 10, 2021		Frontline officers	LSPU-SC Board Room	Campus Director	---


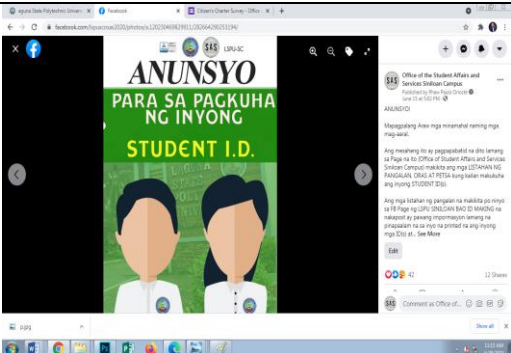


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LSPU SINILOAN (Host) CAMPUS
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Coordinated with the RHU personnel for the strict implementation and observance of the COVID-19 health protocol to control the number of visitors and students entering the campus	March 11, 2021		Contact tracers, OSAS chairperson and QA Chairperson	OSAS	University Clinic	---
Attended and participated in the virtual visit of CHED for the application of COPC to the College of Criminology Justice Education	March 11, 2021		OSAS and other concerned units/offices	Via ZOOM	College of Criminology Justice Education	---

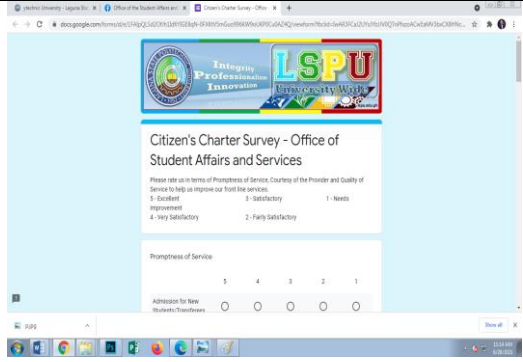
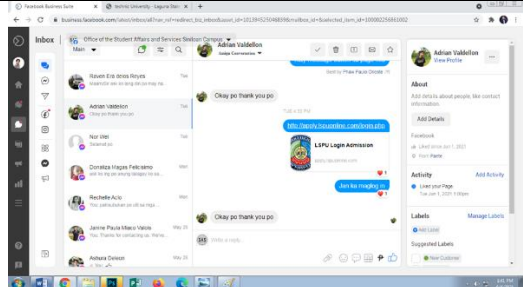


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Attended and participated in the virtual visit of CHED for the application of COPC to the College of Arts and Sciences	March 19,2021		OSAS and other concerned units/offices	Via ZOOM	College of Arts and Sciences	---
Validated student I.D.(s)	April-June 2021	Refer to OSAS Log Book/Document	LSPU students	Office of Student Affairs and Services	OSAS	
Posted and disseminated relevant announcements and information pertaining to student services on OSAS Official Facebook Page / Social Media	April-June 2021		LSPU students	Office of Student Affairs and Services Facebook Official Page	OSAS	



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Conducted survey thru online platform pertaining to satisfaction on the services of the office	April-June 2021		OSAS ICTS LSPU Students	Online Platform	OSAS	
Assisted in receiving and attending to student concerns related to student services via phone calls, chat, video conferencing in relation to Student Concerns Desk	April-June 2021		LSPU students	Online Platform	OSAS	


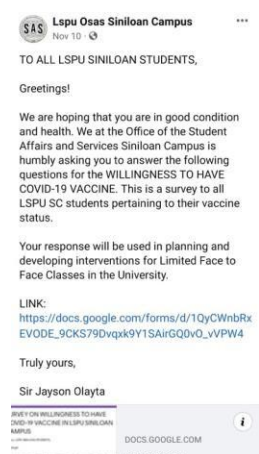


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LSPU SINILOAN (Host) CAMPUS
January – December 2021

Distribution of Prizes to the 7 students lucky winners of Pocket Wifi(s) from Smart Telecommunication	April 19-23, 2021	 <p> Laguna State Polytechnic University <small>INTEGRITY · PROFESSIONALISM · INNOVATION</small> SINILOAN CAMPUS <i>Congratulations!</i> SEVEN (7) LUCKY WINNERS OF SMART POCKET WI-FI JAN INGRID V. OCTIA (BS AGRI) ANDREA G. ALTEZ (BS COMSCI) JOHN ROBINSON LAMINA (BS PSYCH) ERIKA O. BAINTO (BSOA) JAYPEE R. BANAAG (BAT) FATIMA GRACE S. ORIOSTE (BEED) WENDY LANE D. BATASIN (BS CRIM) </p>	LSPU students		OSAS	Smart Telecommunication
Distribution of Prizes to the part-timers (faculty) lucky winners of Pocket Wifi(s) from Smart Telecommunication	May 17-21, 2021	 <p> Laguna State Polytechnic University <small>INTEGRITY · PROFESSIONALISM · INNOVATION</small> Siniloan Campus <i>Congratulations!</i> LUCKY WINNERS OF SMART POCKET WI-FI CIRIACO, MARVIN MENDOZA, JERALYN T. LOTA, CHARELYN C. CEZAR, MARK ANTHONY P. FERRERA, LESTER JAY TRINIDAD, MARY GRACE S. MARJOLINO, KIM HAROLD C. BANDILLO, JON CARLO A. PERSINCULA, MERRY ROSE R. PAYGANE, MICAH JANE C. LACAOCAL, BOBSON S. YAP, JOHN SAMUEL L. </p> <p align="center">LSPU OSAS</p>	Part Timers		OSAS	Smart Telecommunication

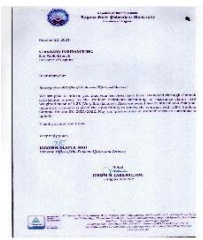
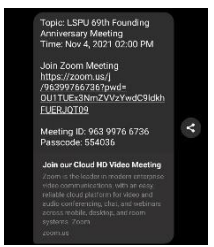



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LSPU SINILOAN (Host) CAMPUS
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Validated student I.D.(s)	October - December 2021	Refer to OSAS Log Book/Document	LSPU students	Office of Student Affairs and Services	OSAS	
Posted and disseminated relevant announcements and information pertaining to student services on OSAS Official Facebook Page / Social Media	October - December 2021		LSPU students	Office of Student Affairs and Services Facebook Official Page	OSAS	
Conducted survey thru online platform pertaining to student vaccine status	October - December 2021		LSPU Students	Online Platform	OSAS	




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Renewal of Standard Insurance Inc. as our insurance provider for LSPU Siniloan Campus for the SY- 2021-2022	October - December 2021		LSPU Community	LSPU Siniloan Campus	OSAS	₱207,120.00
LSPU 69 TH Founding Anniversary Virtual Meeting	October - December 2021		Concerned Offices	Via Zoom	OSAS (In Charge)	
Conducted Covid 19 vaccination Information drive/dissemination as part of our Back to LSPU ,Back to Bakuna Program	October - December 2021		LSPU Community	Online Platform	OSAS	₱78,500.00

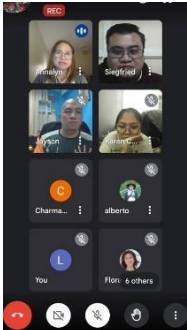


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LSPU SINILOAN (Host) CAMPUS
January – December 2021**

Prepared, laid out and disseminated invitation program for LSPU 69 TH Founding Anniversary	October - December 2021		LSPU-SC Community	Online Platform	OSAS (In Charge)	
LSPU-SC Virtual Celebration of 69 th Founding Anniversary	October - December 2021	For more evidence of the event please browse the OSAS FB Page: Office of the Student Affairs and Services Siniloan Campus	LSPU-SC Community	Via Live Streaming (Facebook)	OSAS (In Charge)	₱274,300.00
Conduct of Online Consultative Meeting with the students pertaining to Mental Health Policy	November 2021		OSAS Unit Heads, Students	Zoom	OVPAA and OSAS	



**ACCOMPLISHMENT REPORT OF OFFICE OF THE STUDENT AFFAIRS AND SERVICES
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Mental Health Policy Process / Procedure Development Virtual Meeting	October - December 2021		Concerned Offices	Via Zoom	OSAS (In Charge)	
Assisted in receiving and attending to student concerns related to student services via phone calls, chat, video conferencing in relation to Student Concerns Desk	October - December 2021		LSPU students	Online Platform	OSAS	
SUPPORT FUNCTIONS						
Attendance to University wide Academic and Administrative Council Meeting	January to December 2021		LSPU Officials	Zoom	LSPU	
Issuance of Office Memorandums	January to December 2021		LSPU Officials	Online Platform	OSAS	
Conduct of OSAS Regular meeting	September to December		OSAS Unit Heads	Google Meet	OSAS	



Republic of the Philippines
Laguna State Polytechnic University
Province of Laguna



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LSPU SINILOAN (Host) CAMPUS
January to March 2021

Prepared by:

JAYSON N. OLAYTA, MRD
OSAS Chairperson

Noted:

ENGR. JOSEPH M. CABIENTE, MBM, MSME
LSPU Siniloan Campus Director

Submitted to:

ZERAH-JANE M. MORTEL
MIS, Chairperson