



CAVITE STATE UNIVERSITY
CCAT Campus
Rosario, Cavite

DEPARTMENT OF ENGINEERING

On the Job Training (OJT) Narrative Report

I. Profile of the Company

- Company Name:
 - Dalebo Construction and Gen. Merchandise



Company Logo

- Physical Location:
 - Mangga St., Sahud Ulan, Tanza, Cavite
- Website URL:
 - www.facebook.com/daleboconstruction
- Contact Information:
 - Ma. Teresa Q. Bobadilla / Liaison Personnel
 - (046) 885 2605
 - 0917 - 723 – 9164
 - dalebo24@yahoo.com
- Establish date:
 - Year 2005
- The structure of the company:
 - Private

II. Description of the Company

Dalebo Construction and General Merchandise, is an individual company owned by Dante L. Bobadilla, and located at Tanza, Cavite. The construction began as a general works contractor in 2005. Over the years, the company has undertaken many challenging projects and accumulated skills, know-how and experiences in build solution, project management services, building trades and related engineering works.

Today, Dalebo Construction and General Merchandise take on the role of main contractor for small to medium size projects and performs project management services to coordinates specialist trades for government / private projects (horizontal and vertical

construction). They also provide design inputs and engineering solution as value-add services to their clients.

OBJECTIVE

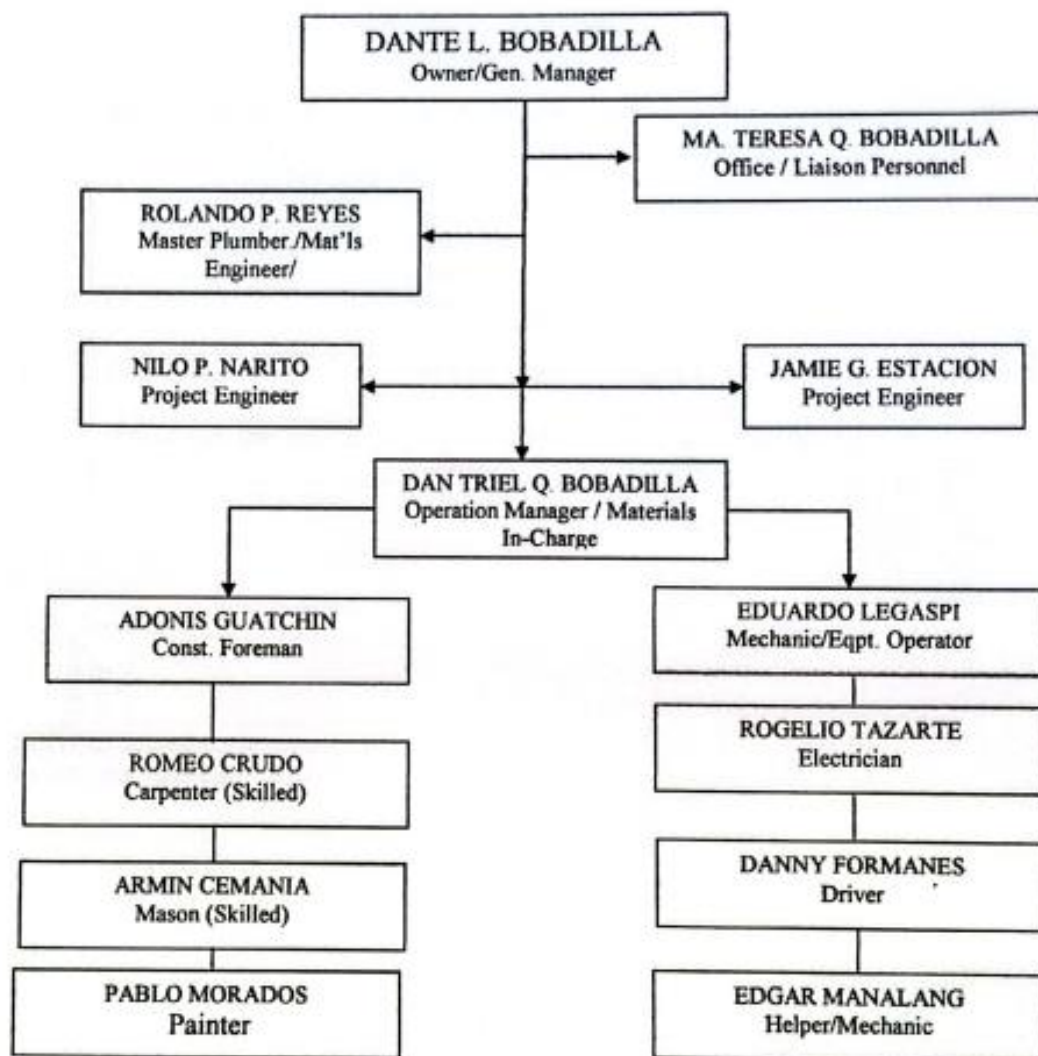
Our objective is to provide our clients with an “I am assured” experience when we are chosen to execute their projects. Our emphasis on clear communication and follow through procedures ensures that client’s objectives are top priority in the planning and execution of all their process.

Our project management and execution philosophy is:

- Create detail schedule and resources plan to meet client’s project objective,
- Communicate clearly with all project stakeholder,
- Track project progress and fine tune deviations,
- Supervise closely on quality of work done,
- Complete and commission the project on time.

We take pride in our delivery, thus our clients can always be assured that only the most experienced and qualified people are serving time, all the time.

Organizational Structure



VISION

To be respectable and become one of the leading contractor / construction firm delivering beyond expectation, always.

MISSION

To Procure projects at competitive pricing, provide safe working conditions and deliver project on high quality level of work within reasonable time frame.

III. Training Period

From: March 19, 2022 To: May 20, 2022

IV. Training Schedule

1:00 pm to 5:00 pm

Monday to Wednesday

8:00 am to 5:00pm

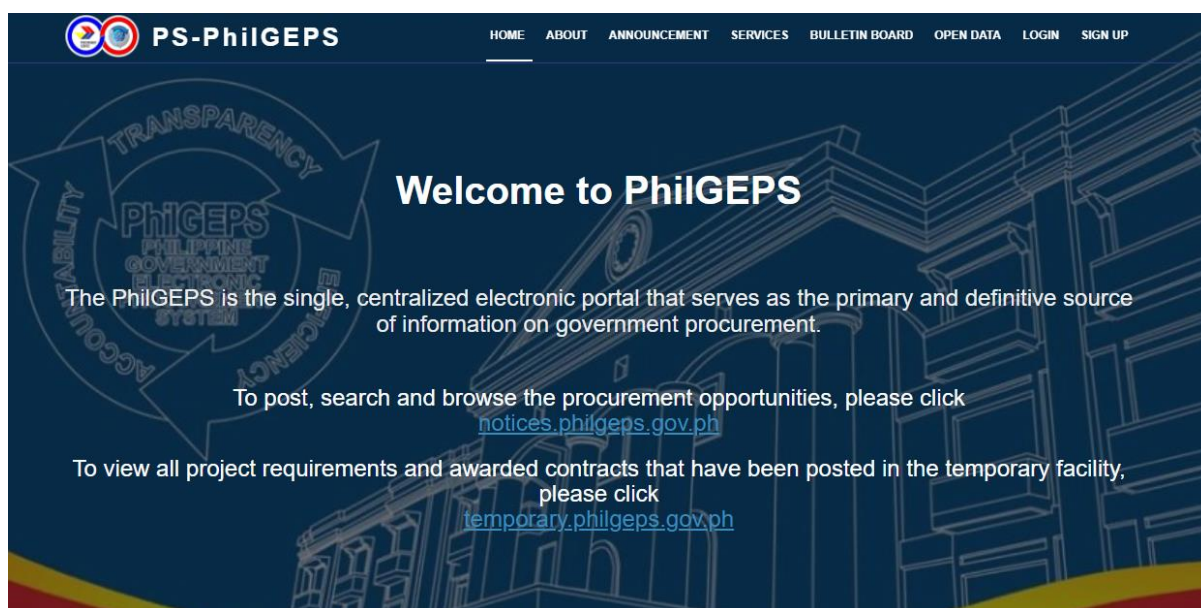
Thursday to Friday

V. Training Duties:

Week 1. March 14 – 18, 2022

Assigned Department	Daily work assignment
Engineering Department	Bidding Process

On my first week, I was oriented by Engr. Triel on the company's work. He discussed the process of how to get a project from the government through philgeps.gov.ph and what are the requirements needed to submit to the local engineering office of the government. We also did a virtual site visit to the Trece Martires City Central Elementary School. We inspected the electrical installation on ongoing school building construction.

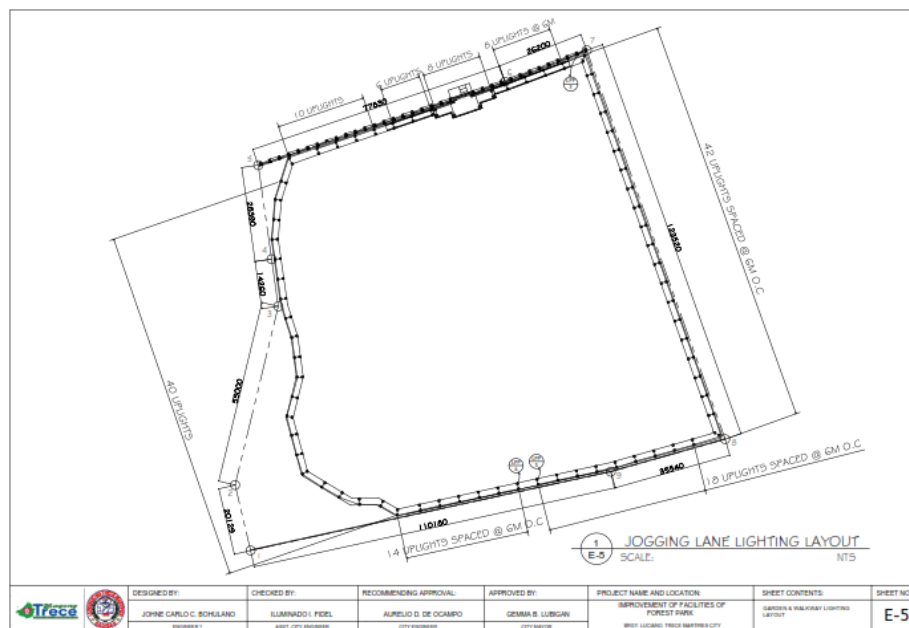


www.philgeps.gov.ph

Week 2. March 21 – 25, 2022

Assigned Department	Daily work assignment
Engineering Department	Attend Bidding
	Ocular Site Visit

Engr. Triel and I attended a bidding in Trece Martires City Hall. We bid on two projects, the first bid is the construction of the road in Barangay Aguado, Trece Martires City, and the second bid is the construction and lighting installation in the forest park in Trece Martires City we won in these two projects. We ocular all the new projects. The management set a meeting and they invited me to attend for the planning of these two new projects.



Lighting Layout in Forest Park Trece Martires City

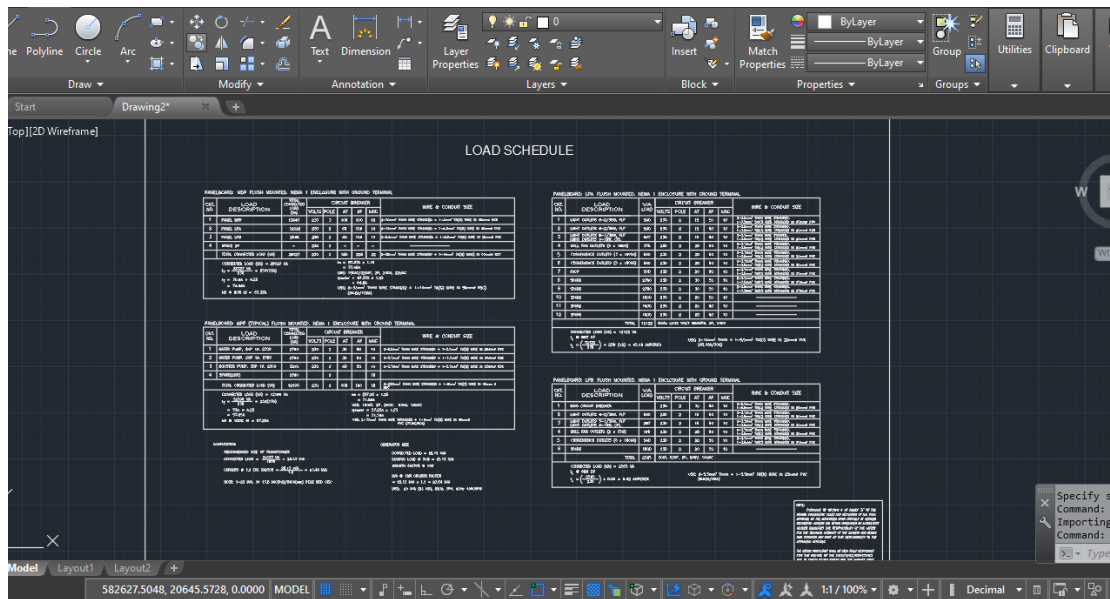
Week 3. March 28 – April 1, 2022

Assigned Department	Daily work assignment
Engineering Department	Monitor Electrical Works
	Site Visit

Engr. Triel gave me the assignment to monitor the work of the electrician in Trece Martires City Central Elementary School. Before I check the site, I studied the electrical plan for ongoing school building construction so that I will know the placement of all electrical devices and the wiring layout. I video called the assigned foreman on the site and I asked to show all the wiring, panel board, and other electrical devices while I'm checking there are some places of electrical devices are not in the plan.

I reported on Engr. Triel all I saw in the work of the electrician on the site and I discussed that there is a lot of adjustment needed to follow the plan he suggested not to dismantle all the electrical devices that are not on the plan but use them. I changed the

electrical plan and recompute the load schedule about the changes in actual and report to Engr. Triel.



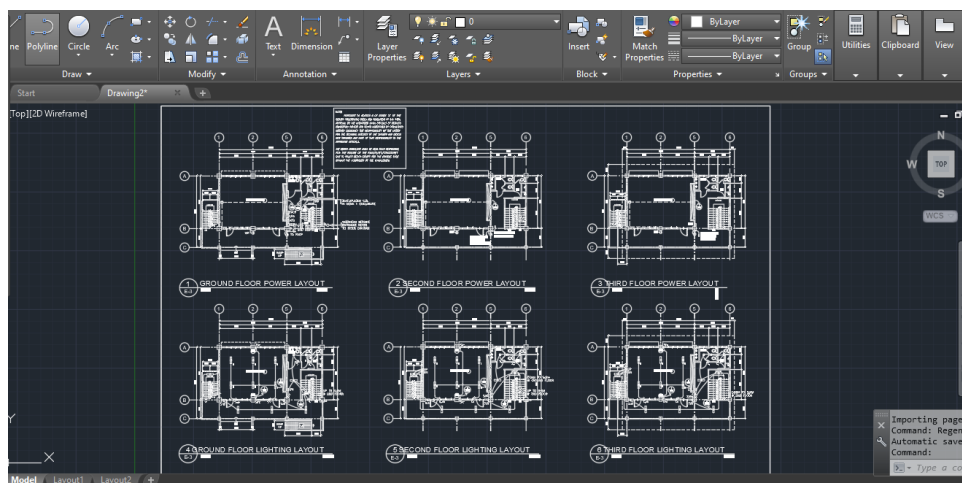
Load Schedule of Trece Martires City Central Elementary School

Week 4. April 4 – 8, 2022

Assigned Department	Daily work assignment
Engineering Department	Computation of Loads
	Instruct Electrician

Engr. Triel approved the changes in the electrical plan and computation of the load schedule. I called the electrician to discuss what are the changes and instructed him about the electrical wiring route and placement of electrical devices. I called him every day for his accomplishment and what he has done for the day and asked him what are the material and equipment he needs that I request for a purchase order.

Engr. Triel called me for the new instruction on the project he asked me to remove the two water pumps in the plan. I started to recompute the load schedule and the size of wire in the feeder wire and service conductor



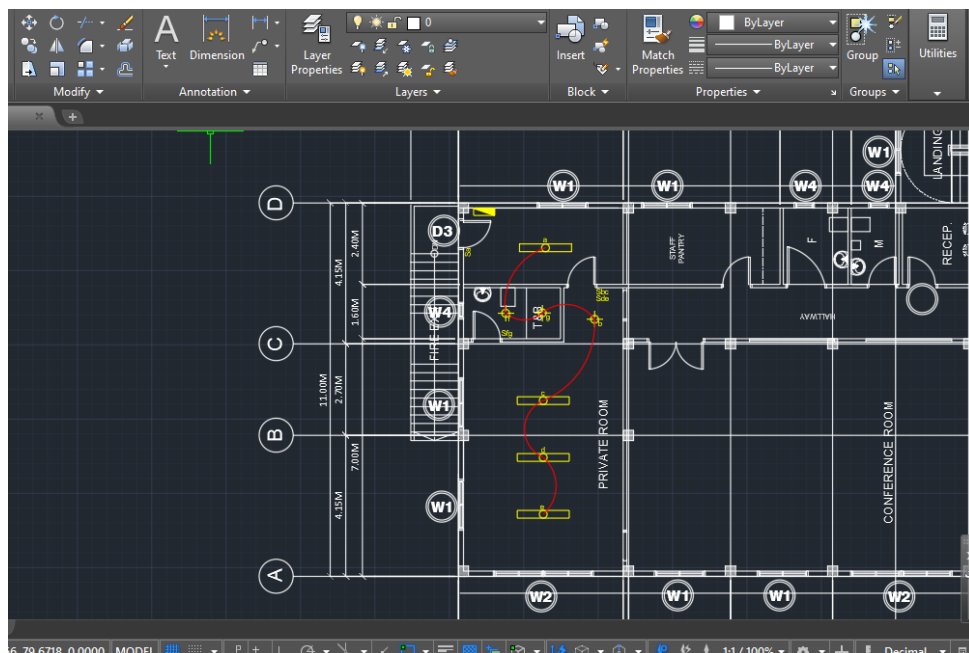
Power and lighting design in Trece Martires City Central Elementary School

Week 5. April 18 – 22, 2022

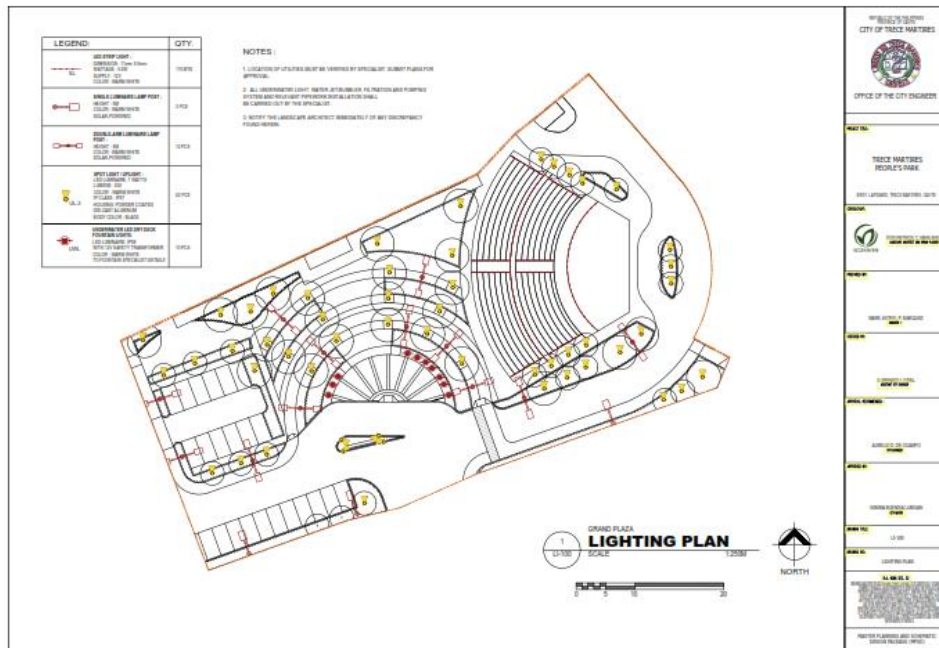
Assigned Department	Daily work assignment
Engineering Department	Inspection of Electrical Works
	Instruct Electrician
	Site Visit

I video called the foreman for inspection of electrical works on the site and discussed the work management between the civil works and electrical works. I scheduled all the future work of the electrician depending on the schedule of the civil works.

Engr. Triel and I inspected the finished project in People's Park in Trece Martires City this project is sub-contract by the other contractor. He instructed me to check all the electrical in the site the lighting and the motor pump for the fountain. I filled up the accomplishment report for this project. He gave me a new assignment about the project Dialysis Center in Manggahan, General Trias because this is a special project from the mayor of General Trias he asked me to design the electrical layout of the office of the mayor in Dialysis Center.



Electrical Design of the office of the Mayor in the Dialysis Center



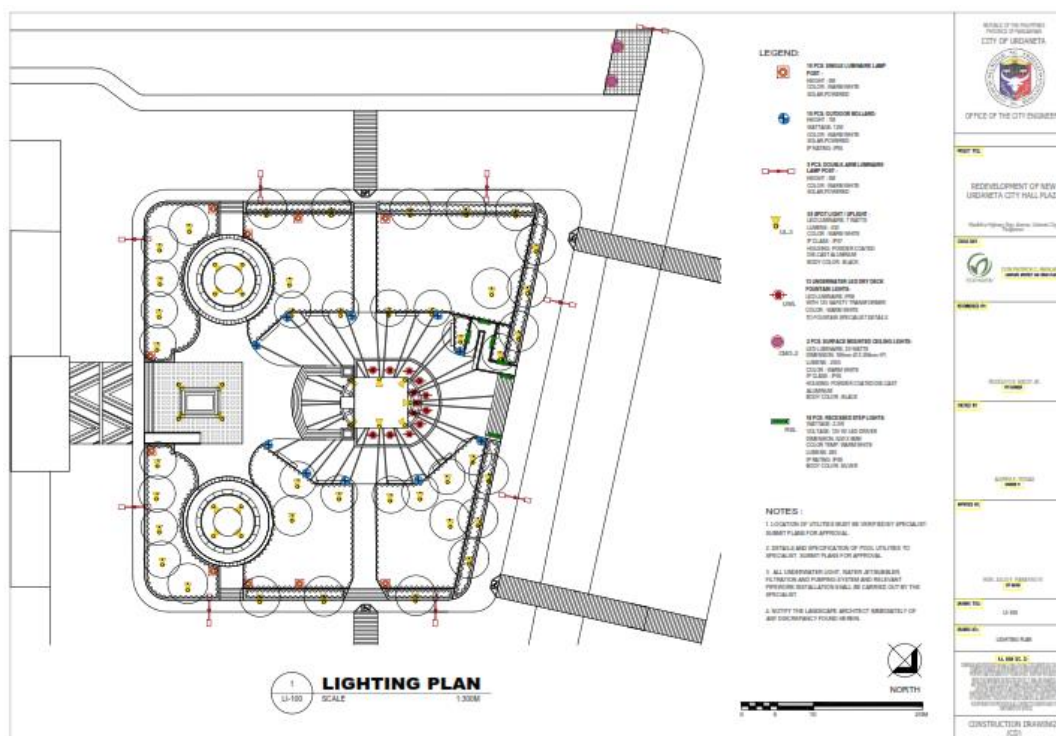
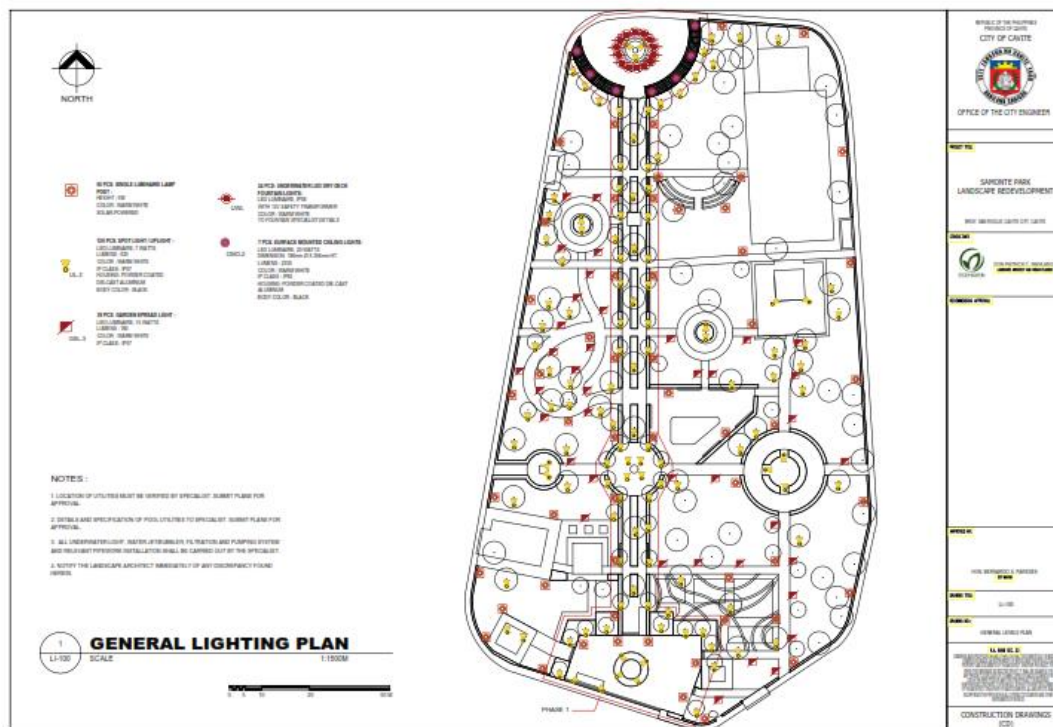
Electrical Design of the People's Park Trece Martires City

Week 6. April 25 – 29, 2022

Assigned Department	Daily work assignment
Engineering Department	Inspection of Electrical Works
	Instruct Electrician
	Site Visit

Every other day this week I called the electrician in the Trece Martires City Central Elementary School to monitor what he accomplishes and give him new instructions what he needed to do on the site.

Engr. Triel and I inspected the two sites the park in Urdaneta, Pangasinan and Samonte Park in Cavite City, Cavite. Before we inspected the sites, he gave the electrical plan of the two site that we inspected and he instructed me to check the placement of the lighting devices and to check the electrical on the site. I called the electrician on that site to show me all the lighting devices and the panel board on the site after I check there is something wrong between the plan and the actual one in the Urdaneta, Pangasinan site the plan has no electrical load schedule I decided to make an electrical load schedule and reported to Engr. Triel for approval.



Week 7. May 2 – 6, 2022

Assigned Department	Daily work assignment
Engineering Department	Design Lighting Layout
	Instruct Electrician
	Site Visit

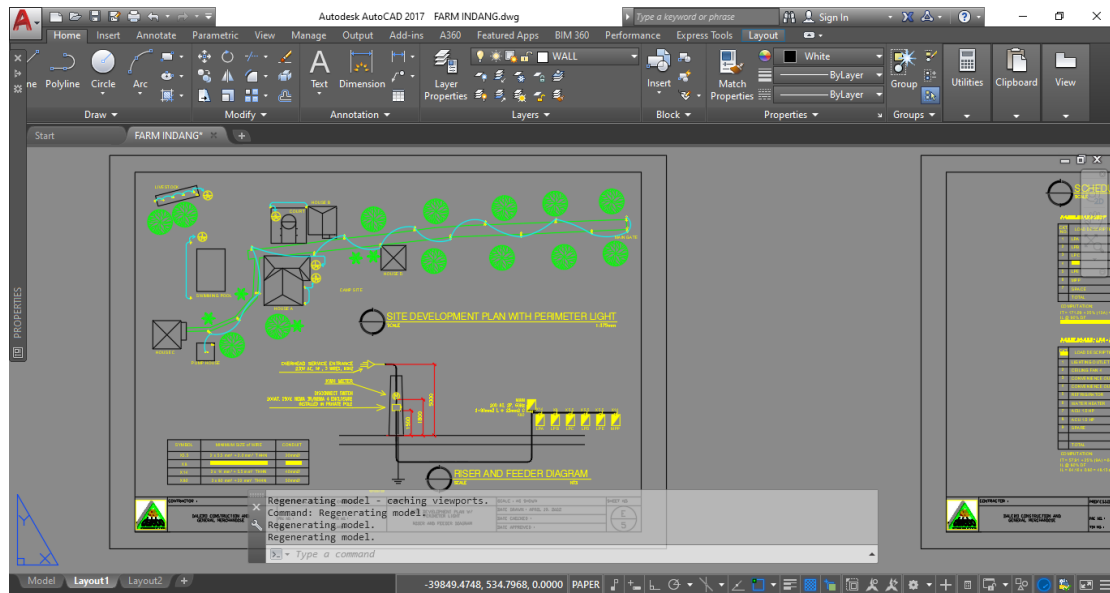
Engr. Triel assigned me to Command Center Trece Martires City this project has no electrical plan given by the engineering office in Trece Martires City Hall. Engr. Triel video call me when he is on the site then we inspected the evacuation building in Command Center. He instructed me to design the lighting of the building.

I started to make the electrical design and lighting design for that project. I used the long-hand method in lighting design and submitted it to Engr Triel. He approved the design and asked me to instruct the electrician and the welder on what will they do on the site. I called the foreman in the Trece Martires City Central Elementary to ask for permission to transfer the electrician and the welder. After the transfer, I called the electrician and instruct them on what they needed to do on the site. Every day I monitored them and instruct them on what they needed to do.

Week 8. May 10 – 13, 2022

Assigned Department	Daily work assignment
Engineering Department	Design Electrical Layout
	Ocular Site Visit

Engr. Dante and Ma'am Teresa gave me an assignment. The project is to design an electrical system for Vem Farm Vida Espineli Mojica in Indang, Cavite. They discussed the future expansion of the farm. I video called the tenant on the farm and I requested to measure all the houses and the distance between the houses and the cottages on the farm. I also asked for the location of the panelboard in every house for the as-built design. After the tenant reported all the distance and size of the house, I started to put all the information I got from the tenant into AutoCAD and design the electrical plan. This week I only finished the general notes, the site development plan with perimeter light, the lighting and power layout, and half of the electrical load.



Electrical Design in Vem Farm Vida Espineli Mojica Indang, Cavite

Week 9. May 16 – 20, 2022

Assigned Department	Daily work assignment
Engineering Department	Design Electrical Layout
	Ocular Site Visit

This week I continued the AutoCAD of the electrical plan of Vem Farm Vida Espineli Mojica. After I finished the electrical loads, riser and feeder diagram, and single line diagram, I proceeded in voltage drop calculation of the farm. I finished the electrical design, the voltage drop, and the short calculation. I submitted the finished electrical design to Ma'am Teresa.

Date: May 19, 2022

Project: VEM FARM VIDA ESPINELI MOJICA, INDANG, CAVITE

Owner:

Single Phase

Three Phase

PANEL ID: MDP

Circuit #	Load Description	1Ø Load	3Ø Load	Wire Size	L (m)	R (Ω/305)	X (Ω/305)	D(km)	VD per feeder and branch	VD from Feeder to Load	Total %VD [$<5\%$]	Remarks
	Main Wire (MDP CKT. 1)	156.68		80.0 mm ²	100.8			0.274	8.6264		0.00%	Acceptable
1	LPA	57.91		14.0 mm ²	0.5			1.752	0.1015	0.2029	0.09%	Acceptable
2	LPB	30.43		8.0 mm ²	18.1			2.704	2.9786	3.0800	1.34%	Acceptable
3	LPC	18.83		5.5 mm ²	54.0			4.349	8.8442	8.9457	3.89%	Acceptable
4	LPD	9.22		5.5 mm ²	34.6			4.349	2.7747	2.8762	1.25%	Acceptable
5	LPE	18.17		5.5 mm ²	0.5			4.349	0.0790	0.1805	0.08%	Acceptable
6	MPP	36		14.0 mm ²	48.0			1.752	6.0548	6.1562	2.68%	Acceptable
7	SPACE											

PANEL ID: LPA

Circuit #	Load Description	1Ø Load	3Ø Load	Wire Size	L (m)	R (Ω/305)	X (Ω/305)	D(km)	VD per feeder and branch	VD from Feeder to Load	Total %VD [$<5\%$]	Remarks
	Main Wire (MDP CKT. 1)	57.91		14.0 mm ²	0.5			1.752	0.1015		0.00%	Acceptable
1	LIGHTING OUTLET	6.52		2.0 mm ²	14.0			10.904	1.9906	2.0921	0.91%	Acceptable
2	CONVENIENCE OUTLET	1.74		3.5 mm ²	10.0			6.888	0.2397	0.3412	0.15%	Acceptable
3	LIGHTING OUTLET	3.91		3.5 mm ²	20.0			6.888	1.0773	1.1788	0.51%	Acceptable
4	CONVENIENCE OUTLET	4.7		3.5 mm ²	13.2			6.888	0.8547	0.9562	0.42%	Acceptable
5	LIGHTING OUTLET	3.48		3.5 mm ²	6.0			6.888	0.2877	0.3891	0.17%	Acceptable
6	SPARE	15.22		5.5 mm ²	10.0			4.349	1.3238	1.4253	0.62%	Acceptable
7	CCTV	9		5.5 mm ²	10.5			4.349	0.8220	0.9234	0.40%	Acceptable

PIMES SITE 2

VD TEMPLATE

PEC Table 9.1.1.9

NEC C978 page 721

PEC Table 10.1.1.8 p941 DC

+

:

←

Voltage drop calculation in Vem Farm Vida Espineli Mojica Indang, Cavite

VI. Significant accomplishments in performing your duties

The accomplishment I made in my On-The-Job training in Dalebo Construction and Gen. Merchandise as Assistant Project Engineer is to apply what I learned theoretically about electrical engineering work in the school and apply actually in the field of work. I accomplished and performed a lot of electrical engineering work in this company, like electrical load calculation, voltage drop and short circuit calculation, electrical system design, illumination design, engineering management and working hand in hand with the employees.

VII. Relevant Skills developed thru the OJT program

- **Communication**

This is one of the keys to having the best management. I developed this skill when I communicated with the electrician and laborers. I always think about the approach of how they can follow my instruction and the ideas I give to them.

- **Adaptability**

In this pandemic time, we need to adapt to the new environment, which is a work from home setup. It is hard at first because there are a lot of hindrances, but every time we continue to work and adjust little by little to this setup, we can adapt to this new environment.

- **Initiative**

In this type of work in a construction company, initiative is an important skill. The management gave me an assignment to finish, and they will let me handle all the problems and changes I may encounter.

- **Time Management**

In the construction of a building, you need to follow the time frame of the project. I am always checking all the civil work versus the electrical work that we are not leaving behind in the project.

- **Decision Making**

My mentor is not an Electrical Engineer. All the electrical decisions I made are based on what I learned and in PEC.

- **Problem Solving**

My mentor let me solve and analyze all the electrical problem on the site I handled, especially before I started my OJT. I noticed that the electrician did not know how to read a plan. I help him and always instructed him what to do.

Learning outcomes of the PRACTICUM

In this On-the-Job training, I learn how to handle employees and how to connect with them to have a successful project. I learn how to stand on the law given as a Registered Master Electrician to decide what is correct and what is not in electrical work. I learned how to manage time, people, and construction projects.

VIII. Problems Encountered

As an On-The-Job Trainee, I noticed some problems, like there is lack of unity among the employees of the company. The electrician does not know how to read other parts of the electrical plan like the load schedule, riser and feeder diagram, and single line diagram, and he always wants to follow his way so that he can work easily. There is a lack of employees on the

site, especially in electrical. We are always delayed in work progress because I have only one electrician.

IX. Mentoring Process

My mentor will explain my position and discuss the procedure for every work he assigns me. He demonstrated how to work and explained how the procedure works. Then my mentor will let me work with it. After the first week of my training and discussion, all the next assignments and projects were given to me. He let me perform all on my own, but when I asked some questions about the assignments or projects, he always answered and guided me to finish all the tasks he gave me.

X. Limitations of the OJT program

The pandemic prevents students from learning in person or working on-site, which has a significant impact on their ability to learn in school or in their field of work. The work from home set up is a limitation to learning all the actual work in the company, and there is a lot of distraction in the house and with the slow internet connection from the service provider. As an electrical site inspector and assistant project engineer, there are limited things I can see through video call. I can't see the actual happenings on the site that I need to focus on, and I can't learn all the techniques in actual work, especially in electrical work. I can only do the task perfectly in all the paper work, electrical design, electrical load computation, computer work, and report assigned to me.

XI. Insights gained from the OJT program

This experiences On-The-Job training has opened my eyes to the possibilities of being an electrical engineer because the management set me as an electrical engineer on all the sites I handled and helped me to understand how to handle projects as an engineer in the construction field. Having first hand experiences in field work and designing is something I can keep and share until I am a registered electrical engineer. This experience helps me to have an idea for my future work, how to handle it and how to work hand in hand with my co-workers.

I learn that On-The-Job training is not only a requirement to be completed but is an opportunity to show talent, knowledge, and skills that I have and also an opportunity to gain experience of being a professional already.

XII. Appendices (Certificate, Performance Evaluation Report, and Endorsement Letter)




Republic of the Philippines
CAVITE STATE UNIVERSITY-CCAT
Cavite College of Arts and Trades Campus
Rosario, Cavite
☎ (046)437-9505 / 📠 (046)437-6659
cvsu.rosario@gmail.com
www.cvsu-rosario.edu.ph

ON-THE-JOB TRAINING PERFORMANCE EVALUATION REPORT

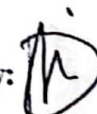
Name: Ong, Marion John L. Age: 26 Sex: Male
Company/Agency: Dalebo Construction and Gen. Merchandise Nature Of Work: Assistant Project Engr.
Address: Sahud Ulan, Tanza, Cavite Inclusive Date: From: March 14, 2022 To: May 20, 2022
Curriculum: Bachelor of Science in Electrical Engineering Specialization: Year Level: 5th Year

<u>CRITERIA TO BE CONSIDERED</u>	<u>RATING</u>	<u>WEIGHT</u>	<u>WEIGHTED RATING</u>
Quality of Work	<u>95</u>	20%	<u>19</u>
Quantity of Work	<u>95</u>	20%	<u>19</u>
Attitude towards work	<u>95</u>	25%	<u>23.75</u>
Attendance and punctuality	<u>90</u>	10%	<u>9</u>
Initiative and innovativeness	<u>90</u>	15%	<u>13.5</u>
Human relations	<u>93</u>	10%	<u>9.3</u>
TOTAL		100%	<u>93.55</u>

Endorsed by:


Engr. Dan Triel Bobadilla/Project Engineer
Officer-in-Charge

Approved by:


Engr. Dante Bobadilla
Manager/ Head/ Supervisor

LEGEND:

Rating

70-74 – Unsatisfactory

75-80 – Satisfactory

81-85 – Good

86-90 – Excellent

91-100 – Outstanding

Weighted Rating = Rating x Weight



DALEBO CONSTRUCTION & GEN. MERCHANDISE

#6 Biwas, Tanza, Cavite

PCAB License No. 32699

Tel. # (046) 885 2605

Cell no. +639177239164

e-mail add: dalebo24@yahoo.com

tin # 122-145-016-000

C E R T I F I C A T I O N

This is to certify that MR. MARION ONG, has successfully completed his 240 hours of Hands-on Practical Training Program at DALEBO CONSTRUCTION AND GEN. MERCHANDISE as Electrical Engineer Staff. He was able to surpass our expectations and DALEBO CONSTRUCTION AND GEN. MERCHANDISE appreciates his commitment and dedication in doing the tasks assigned to him. He showed eagerness to acquire knowledge in Electrical process and operation.

Signed this 20th day of MAY, 2022

DANTE L. BOBADILLA
Gen. Manager/Owner



Republic of the Philippines
CAVITE STATE UNIVERSITY
CCAT Campus
Rosario, Cavite
(046) 437-9505 / (046) 437-6659
cvsu.rosario@gmail.com
www.cvsu-rosario.edu.ph

March 10, 2022

DAN TRIEL BOBADILLA
Project Engineer
DALEBO CONSTRUCTION & GEN. MERCHANDISE
Sahud Ulan, Tanza Cavite

Dear Ms/Mr. Bobadilla:

Greetings!

The Department of Engineering of the Cavite State University promotes the advancement of our students by providing them the structure and support to achieve competency in the core disciplines of Electrical Engineering. We recognize that strong partnerships with reputable organizations through internships provide our students with a wide variety of activities that offer exposure to the current application of appropriate knowledge, skills, tools and techniques at work.

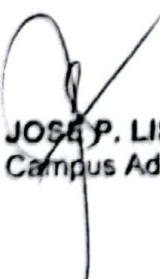
In this regard, we seek for your esteemed company to host the internship of **Mr/Ms. Marion John I. Ong**, a Fifth-year **BS Electrical Engineering** student, and accommodate him/her in a role or defined project that could create real value for your company and extend a unique opportunity for our student to get real-life work experience and mentorship in his/her field.

This student is required to complete **240** internship hours which, due to the current pandemic, would be on a **work-from-home** setup.

We believe that your company can assist our students to gain more knowledge and skills and optimize their potentials for their future work. Our OJT Adviser will coordinate with you to monitor the student's performance.

We look forward to a fruitful partnership with you. Thank you very much.

Very truly yours,


JOSE P. LISAMA, Ed.D
Campus Administrator


Conforme: **TRIEL BOBADILLA**
Project Engineer