Interviewee: MRS. ANA D. MANZANO

Date: December 6, 2018

Q: What are the current outreach program activities that the ReCOP Office is conducting?

A: Kasi nga nainvolve dito kasi samin ung raid so every saturday meron kaming rosary children. Tapos yun nga ung mga outreach activities ng bawat organizations yun naman talaga ung main outreach recitation, pamaskong handog tapos ung mga outreach program ng bawat organization. Ang problema lang kasi sa atin as institution hindi lang tayo maano sa date, dapat kasi nakadate na kayo, halimbawa para hindi sabay sabay at nakaschedule na kayo dapat nga monthly mayroong activities ang nangyayari kasi kung kailan patapos na ang semester saka nagsisiksikan na ung mga outreach. Dapat talaga nakaschedule talaga.

Q: Follow up>> What are the benefits that the school and the beneficiaries are getting from this activities?

A: Of course nakakatulong pa din meron tayong Adopted Barangay diba, Pero this time hindi na tayo nakafocus sa adopted barangay magfifit yung program ng isang organization that’s is a big help to the beneficiaries kasi nga extended nga, extension ang ating school.

Q: What are the current procedures, standards and documentary requirements needed in outreach proposals?

A: Activity Form (ARAP), tapos ung letter kung sino ang barangay dapat may letter ka doon sa Kapitan na magcoconduct ka ng activity, Syempre dapat approved ng office ang inyong outreach. Then ang policy ngayon sustainability na tayo. Actually meron kaming ginawang memo tungkol sa meeting tomorrow, na wala ng activity na hindi approved.

Q: What are the offices or departments involved in the proposal, conducting and reporting of outreach activities?

A: Lahat, Organizations and Club, diba meron tayong Faculty Club, lahat ng organization ng estudyante.

Q: What are the statements or stipulations in the Memorandum of Agreement and how long did a partner/linkage's contract lasts?

A: Kung hindi ako nagkakamali 3 to 5 years.

Q: About the donations, how is it normally done?

A: Kinakapalan ko yung mukha ko, kung hindi ka magiging humble enough hindi ka makakahingi kagaya ngayon diba ung every Saturday naming activity pinapakain yung mga bata , kung sino ung kakilala ko chinachat ko sila. Baka gusto nyo namang magshare ng blessings, yung parang palamuti ka na maencourage mo sila magshare ng blessings.

Q: Did the school have a bank account for outreach alone and can donors have access to it?

A: Meron, kung magdodonate kayo ibibigay namin.

Q: What are the sources of budget and donations for the outreach programs done In ReCOP Office?

A: Ang donation yun yung nanggaling sa labas pero ang office talaga may budget that intended for institutional activities, institutional activities only.

Q: How do you prepare financial reports?

A: Computation lang kasi ang hawak ko, galing yun sa finance.

Q: How much is the average donations you are receiving in terms of money?

A: Minsan 500 minsan 1000

Q: How are outreach programs being evaluated? Can you please tell us what are the metrics?

A: Through Activities, may form kami na binibigay . Kasi pag ineevaluate mo ng office through students diba sa services diba.

Q: What are the qualification to be an adopted barangay?

A: Una syempre yung kakayanan nila sa buhay , kasi di ka namang pwede magadopted barangay na mayaman yung barangay so ang icoconsider natin ung location at paano namumuhay yung mga tao.

Follow up>>Q: Pwede po malayo ?

A: I think hindi, around the cavite city lang kapag may kailangan ang school na assistance nila andyan lang sila.

Q: Ano po ung dinadaanang office ng form?

A: Una sa ARAP, kung may budget ka sa finance tapos ACAD tapos President.

Q: May Naiisip pa po ba kayong kailangan pa ng office na maintegrate sa website na connected sa outreach

A: Actually lahat naman.