



RESEARCH DEVELOPMENT AND EXTENSION SERVICES

ACTIVITY DESIGN

I. GENERAL INFORMATION

Activity:	Basic Building Wiring Installation
Date & Time of Activity:	February 6-8, 2020
Venue of Activity:	Dacudac, Tadian, Mountain Province
Proponents:	Eduardo S. Oting Amory A. Umayat Franzon T. Melecio Ferdinand Adiwang
Facilitators:	Claire P. Camtugan
Participants:	Electrical Technology Students Barangay Officials and Residents
Budget:	PHP 24, 650.00
Source of Fund:	Extension Fund (Php 13, 200.00); Participants Counterpart (Php 11, 450.00)

II. RATIONALE

Faulty electrical wiring is among the primary causes of fire in buildings both commercial and residential. Proper installation and maintenance is needed to avoid this to protect property and lives. A faulty electrical wiring can cause damage or may result in greater danger such as fire and electrocution.

The college believes that it is its mandate to develop the underserved and the underprivileged and it is the college's mission to develop people and communities. Furthermore, one of the Teacher Education Department Extension Program's focal agenda is the effective transfer of technology to its clients through the provision of packages of skills trainings in livelihood /income generating endeavors.

Barangay Dacudac, Tadian, Mountain Province is the adopted barangay of the college and it is timely that during the needs assessment survey conducted by the Teacher Education Department of Tadian Campus, building wiring installation came out as among the top training needs of the residents. The acquisition of skills especially on building wiring installation will undoubtedly lead to job creation and self-reliance among the residents of the community. Transfer of knowledge is needed to address this issue which the Mountain Province State Polytechnic College can readily provide.

With these, the training on building wiring installation was conceptualized.

III. OBJECTIVES

The activity aims to:

- Train barangay officials and community residents on basic building wiring procedures.

IV. EXPECTED OUTPUT

At the end of the activity:

- The participants must have installed electrical wiring on a residential house.

V. RESOURCE REQUIREMENTS:

A. Budgetary Requirements:

Item	Description	Quantity	Unit Cost	Total Cost
For funding 2020				



Republic of the Philippines
Mountain Province State Polytechnic College
 Tadian, Mountain Province

1	Gas and Oil	3 days	Php2,000.00	6,000.00
2	Meals and Snacks	40 pax	Php180/pax	7,200.00
Subtotal				13, 200.00
Materials procured in 2019				
	Long Bond Paper	1 ream	250.00	250.00
4	4 window panel box	1	600	600.00
5	15 amperes circuit breaker	1	450	450.00
6	20 amperes circuit breaker	1	450	450.00
7	60 amperes circuit breaker	1	450	450.00
8	Switch plate single gang	5	70	350.00
9	Switch plate 2two gang	5	70	350.00
10	Single pole switch element	6	70	420.00
11	3-way switch element	2	250	500.00
12	Convenience outlet element	2	70	140.00
13	#14 douplex wire (meters)	50 meters	50/m	2,500.00
14	#12 douplex wire (meters)	20 meters	50/m	1,000.00
15	staple wire	2 boxes	150	300.00
16	4" junction box	8	55	440.00
17	utility box	6	55	330.00
18	4" receptacle	6	70	420.00
19	1/2 inch wood screw	2	50	100.00
20	1" plywood	1	2,000	2,000.00
Sub-total (Participants counterpart)				11,450.00
			TOTAL:	Php 24, 650.00

B. Human Resources
 (Indicate committee members, coordinators, ushers/ usherettes, marshals, etc)

Committee/ Task	Number of Persons required	People Responsible/ Members
Resource Person	4	Eduardo S. Oting Amory A. Umayat Franzon T. Melecio Ferdinand B. Adiwang
Coordinator	1	Claire P. Camtugan
Facilitator, Documentor, assist during presentation	2	Claire P. Camtugan Electrical Technology Students

C. Supplies, Property and Equipment Requirements

Property/ Venue/ Equipment	Date to be used
Training Venue	February 6, 7, 8, 2020
Pliers	February 6, 7, 8, 2020
Claw Hammers	February 6, 7, 8, 2020
Screw drivers	February 6, 7, 8, 2020



Republic of the Philippines
Mountain Province State Polytechnic College
Tadian, Mountain Province

Wire strippers	February 6, 7, 8, 2020
----------------	------------------------

VI. PROGRAM:

Day 1	
Opening Prayer	Overture
Opening Remarks	Barangay Representative
Overview of the Activity	Coordinator
Training Proper	Speaker/ Trainers
Snacks	
Continuation of Training	
Day 2	
Prayer	Participant
Recap	Speaker/Trainer
Continuation of training	
Day 3	
Prayer	Participant
Recap/instructions	Speaker/Trainer
Actual building wiring	Participants and trainers
Closing Prayer	

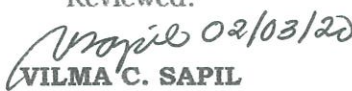
Prepared by:


EDUARDO S. OTING
Extension Worker

Noted:


ELMER D. PAKIPAC
Director, Extension Unit

Reviewed:


VILMA C. SAPIL
Coordinator, Learning and Development

Funds Available:


REXON T. DAMAYAN
Accountant III
02-04-20

Recommending Approval:


ANNIE GRAIL F. EKID
Vice-President for Research Development and Extension

Approved:


REXTON F. CHAKAS

2020 TERMINAL REPORT

MS S P O
RECEIVED
DATE: 3/3/2020
BY: makgumhid

Training-Workshop on Basic Building Wiring Installation

February 7, 12, 28 and 29, 2019 → 2020





Republic of the Philippines

Mountain Province State Polytechnic College

Tadian, Mountain Province

TEACHER EDUCATION DEPARTMENT

TERMINAL REPORT

I. GENERAL INFORMATION

Activity:	Basic Building Wiring Installation
Date & Time of Activity:	February 7, 12, 28, 29, 2020
Venue of Activity:	Dacudac, Tadian, Mountain Province
Proponents:	Eduardo S. Oting Amory A. Umayat Franzon T. Melecio Ferdinand B. Adiwang
Facilitators:	Claire P. Camtugan Electrical Technology Students
Participants:	Dacudac Barangay Officials and Interested Residents
Budget:	Extension Fund – Php 13, 200.00 Participants Counterpart – Php 11,450.00
Source of Fund:	Extension Fund Participants Counterpart

II. NARRATIVE REPORT

The Basic Building Wiring Installation extension activity was conducted to educate community folks on the importance of building electrical wiring safety and installation. This is to avoid the hazards posed by faulty electrical wiring like building fire and electrocution which can cause damage to property and loss of lives. Moreover, it was conducted to give interested residents an additional skill to boost their employment capability.

The activity started on February 7, 2020 at Dacudac, Tadian, Mountain Province. The extensionists and their students were warmly welcomed by the barangay officials and interested residents. The activity was coordinated by the barangay officials to the senior high school head of the Dacudac National High School who gladly sent some of his teachers and students to attend the activity. The group were able to train more than 40 individuals in the community. Mr. Amory Umayat gave the overview of the activity then followed by the lecture of Mr. Franzon T. Melecio. Practical activities were given after the discussion of every topic. The participants were grouped so that the Electrical Technology students can assist them during the lecture and practical activities. The topics covered included electrical tools and materials, safety precautions, simple circuit, parallel circuit, and series circuit. Before the end of the first day activity, Mr. Eduardo Oting asked them to find a residential house who is willing to be their practicum area.

The 2nd day of the activity was conducted on February 13. The first business was to have a recap on what was discussed on the first day. It was immediately followed by the discussion of additional safety precautions basing from what was observed by the extensionists on the first day of the activity. The participants were reminded on the importance of observing safety because electricity can kill. Installing 3-way switches was also discussed. After lunch, it is time for the participants to apply what they have learned so they went to Dacudac National High School (one of the identified practicum area) to check and install convenience outlets, repair existing electrical connections and estimate the needed materials for the installation of more lighting outlets. The participants did the works with the assistance of the extensionists and their students. The continuation of the activity was scheduled on the 28th day of February.



Republic of the Philippines

Mountain Province State Polytechnic College

Tadian, Mountain Province

On the 3rd day of the activity, the participants were oriented on the activity for the day. They were grouped into 3 groups: one for the house of Mr. Benito Cuyangoan, the 2nd group went to the house of Mrs. Helen Aliping and the last group continued the unfinished work in the buildings of Dacudac National High School. After their work in the house of Mrs. Helen Aliping was done, the second group proceeded to the house of Mr. Delmar Amayag to install 3 electrical outlets and was completed before the day's activity ended. Meanwhile, the 3rd group after finishing their work at DNHS proceeded to the rectory and installed some convenience outlets. The first group on the other hand was not done because it is a new house and there are several outlets to be installed so the extensionists and the participants decided to return the next day to finish what they have started.

The last day of business was to finish the installation of electrical wiring in the house of Mr. Benito Cuyangoan. It was a very good experience on the part of the extensionists because all their participants were very active and eager to apply what they have learned. The participants have installed, repaired and replaced electrical outlets on a total of 4 residential houses and 1 national high school exceeding the planned output. There was no time for a formal closing program but on behalf of the barangay officials, Mr. Benito Cuyangoan, a barangay kagawad, is extending their utmost gratitude to the college for bringing to Dacudac a practical skill which they can apply in the future. On the part of the extensionists, Mr. Oting thanked the barangay officials for making such activity possible and expressed his hope that the skill extended to them by the college will become a useful tool for the participants in improving their lives. The extension activity was finally done at 3:30 PM on February 29, 2020.

III. PHOTO DOCUMENTATION



A short meeting with the Barangay Officials was done before the training will start.



Lecture and demonstration was given by Mr. Franzon Melecion together with the BTVTED students.



Republic of the Philippines

Mountain Province State Polytechnic College

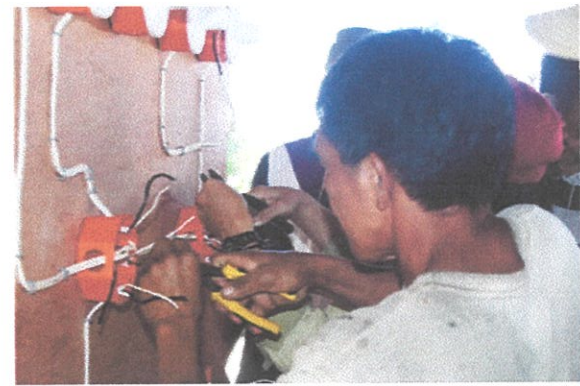
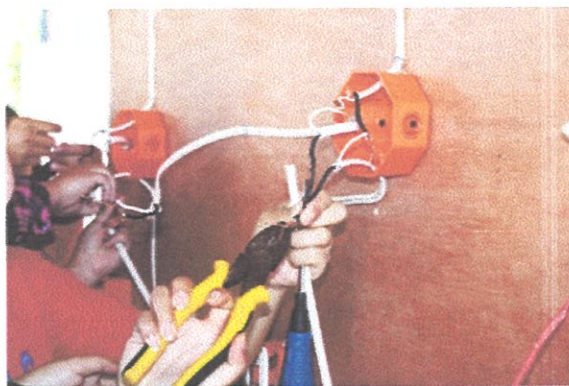
Tadian, Mountain Province



The participants were grouped and was given practical activities just every after lecture



The two groups were given practical activities on installing electrical circuits.





Republic of the Philippines

Mountain Province State Polytechnic College

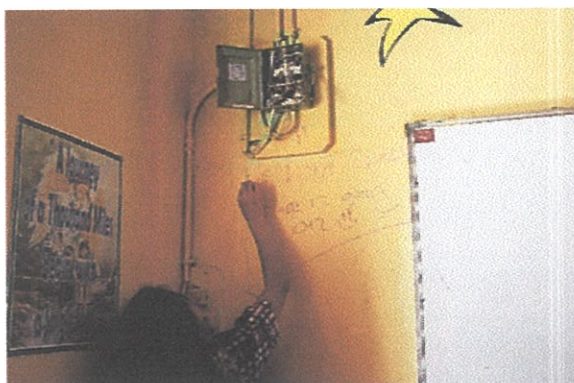
Tadian, Mountain Province



Continuation of lectures on parallel and series circuits by the BTVTED students



The participants checked and installed convenience outlets and repair existing electrical connections at Dacudac National High School



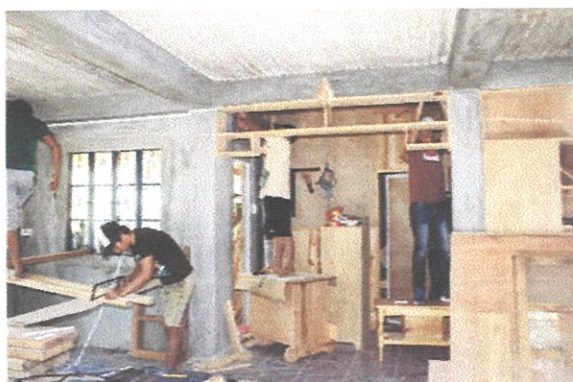
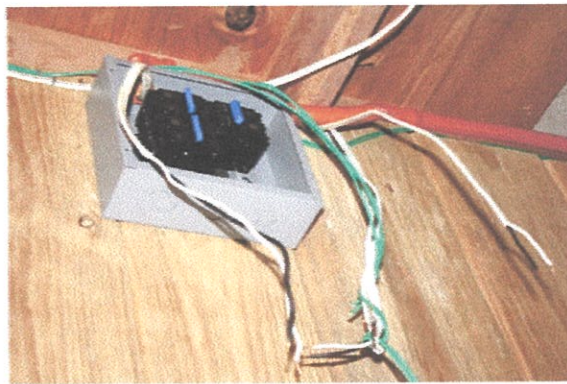


Republic of the Philippines

Mountain Province State Polytechnic College

Tadian, Mountain Province

Installation of electrical wiring





Republic of the Philippines

Mountain Province State Polytechnic College

Tadian, Mountain Province

IV. RECOMMENDATIONS

Basing from the observations during the activity, the following are recommended:

1. For a follow up training to cover more advanced topics in electricity.
2. To conduct trainings on other trades as recommended by the residents.
3. To add to the training on **basic building wiring installation** the installation of pvc and other electrical materials before the pouring of concrete.

V. ATTACHMENTS

(Approved Activity Design, Attendance Sheet)

Prepared by:

Noted:


EDUARDO S. OTING

Extension Worker


AMORY A. UMATAT

Extension Worker


FRANZON T. MELECIO

Extension Worker


FERDINAND B. ADIWANG

Extension Worker


ELMER D. PAKIPAC

Director, Extension



SUMMARY OF THE ACTIVITY EVALUATION FORM

Title of Activity: Basic Building Wiring Installation

Date Conducted: February 7, 12, 28 and, 29, 2019

Venue: Dacudac Barangay Hall

Using the scale below, please rate the following features of the seminar-workshop:

1 – Poor (1.00 – 1.50);
(2.51 – 3.50)

2 – Fair (1.51 – 2.50);

3 – Satisfactory

4 – Very Satisfactory (3.51 – 4.50)

5 – Excellent (4.51 – 5.00)

	Rate					Total	Mean
	1	2	3	4	5		
1. Objectives and Relevance							
a. Clarity and relevance	0	0	0	6	21	129	4.78
b. Attainment of the activity objectives	0	0	0	12	15	123	4.56
c. Usefulness of the activity/topics to the participants	0	0	0	7	20	128	4.74
d. Timeliness and immediate applicability	0	0	3	6	18	123	5.56
2. Organization and Preparation Venue							
a. Planning and implementing activity	0	0	0	9	18	126	4.67
b. Preparation and organization of the activity	0	0	0	9	18	126	4.67
c. Ventilation, lighting, equipment and facilities in the venue	0	0	1	13	13	120	4.44
d. Appropriateness of the venue of the activity	0	0	3	10	14	119	4.41
e. Time allotment per activity/Topic	0	0	1	8	18	125	4.63
3. Speaker/Facilitator							
a. Mastery of the subject matter/content	0	0	1	2	24	131	4.85
b. Use of effective means of communicating ideas	0	0	0	12	15	123	4.56
c. Keenness and interest in the conduct of training	0	0	0	8	19	127	4.70
d. Stimulation of the participants' interest	0	0	0	13	14	122	4.52
4. involvement of Participants							
a. Enthusiasm and interest shown	0	0	1	7	19	126	4.67
b. Level of involvement of participants	0	0	0	9	18	126	4.67
5. Food							
6. Overall Evaluation							
On a scale of 1 (lowest) to 5 highest, please indicate your overall rating of the activity by encircling the number that corresponds to your assessment.	1	2	3	4	5		
	0	0	0	9	18	126	4.67

TOTAL: $[\sum (\text{No. of respondents who rated } 1, 2, 3, 4, \text{ and } 5 \times \text{rate})]$

MEAN: $\frac{\text{Total}}{\text{Total number of respondents}}$

COMMENTS AND SUGGESTIONS:

- I would like also to learn automotive
- Dressmaking, baking, and beauty care
- Very good! I enjoyed the activity
- This is a very nice activity, continue it.
- Continue the great job and thank you for all your sharings, God Bless!!!
- Driving, this activity is very nice

Prepared by:


CLAIRE P. CAMTUGAN
Extension Staff – Tadian



Republic of the Philippines

Mountain Province State Polytechnic College

Tadian, Mountain Province

RESEARCH DEVELOPMENT AND EXTENSION SERVICES

ATTENDANCE SHEET

Title of Activity: **Basic Building Wiring Installation**

Date & Time: February 7, 2020

Venue: Barangay Dacudac, Tadian, Mountain Province

No.	NAME	GENDER			UNIT/OFFICE/DEPARTMENT	SIGNATURE
		F	LGBTQ	M		
1.	Pasiwa, Ricky D.			✓	Senior High student	
2.	Soliman, Rhodan D.			✓	Senior High student	
3.	Labutan, Josie C.			✓	Senior High student	
4.	Soliman, Lorenzo D.			✓	Senior High student	
5.	Cuyango-an, Jonnel C.			✓	Senior High student	
6.	Gamayo, Jet Lee G.			✓	Senior High student	
7.	Ferriz, Mico			✓		
8.	Myrick, Laganid T.			✓	Senior High	
9.	Ngam-oy, Reston S.			✓	Senior High student	
10.	Cambake, Carl B.			✓	Senior High student	
11.	Olguiso, Rostom S.			✓	Senior High	
12.	Balagtys, Johnray D.			✓	Senior High	
13.	PAHA ACE A.			✓	"	
14.	Alkayong Jr. Emilio			✓	"	
15.	Alkayong, Noron			✓	"	
16.	NGANGAY, AL			✓	"	
17.	Anasan, Charlie P.			✓	"	
18.	Sido, Venus P.	✓			Senior High	
19.	Opas, Jovy A.	✓			"	
20.	Bantolo, Jermilyn G.	✓			Senior High	
21.	Alingaoang, Christine	✓			Senior High	
22.	Bongito, Alex			✓	"	
23.	RUTH C. NGASED	✓			DEPED	
24.	JOSEPH C. DIWAN			✓	SB MEMBER	
25.	Ferriz, C. Bilayan			✓		

CERTIFICATION

This is to CERTIFY that the above is the true and correct attendance list of the participants/facilitators/secretariat of the above-mentioned activity.

This is to CERTIFY that the meals/snacks claimed for payment by the caterer was served to the above participants.

EDUARDO S. OTING
End-User



Republic of the Philippines

Mountain Province State Polytechnic College

Tadian, Mountain Province

RESEARCH DEVELOPMENT AND EXTENSION SERVICES

ATTENDANCE SHEET						
Title of Activity: Basic Building Wiring Installation						
Date & Time: February 7 , 2020						
Venue: Barangay Dacudac, Tadian, Mountain Province						
No.	NAME	GENDER			UNIT/OFFICE/DEPARTMENT	SIGNATURE
		F	LGBTQ	M		
26.	DIWAN ELPIDIO			✓		
27.	Ay-ayac Janto			✓		
28.	BARTILLO, AMOR			✓		
29.	Malinao, Roland			✓		
30.	DICUEL, JAYWARD L.			✓		
31.	ALVIN Pascua			✓		
32.	Laguived, Ardee Brian					
33.	Matias, Tolentino Jr.			✓		
34.	LAGUITAN, AMOR			✓		
35.	Pete Bantloc			✓		
36.	Nemar Ngan-oy			✓		
37.	JonJon Anasan			✓		
38.	CHRIS DOLGAC			✓		
39.	JOLITO LABUTAN			✓		
40.	HELEN L. ALIPING	✓				
41.	Pablo Sangawa			✓		
42.	Lorelan D. Bantiloc	✓			DepEd-DNHS	
43.	Sarah D. Sanaga	✓			DepEd-DNHS	
44.	Anguyen, Jake			✓	TED-BTVETED	
45.	Amal-in, Ramil A.			✓	TED-BTVETED	
46.	Bantasan, Junior			✓	TED-BTVETED	
47.	ADIWANG, FERDINAND			✓	TED	
48.	Amory A. Umayat			✓	TED	
49.	Claire P. Camtugan	✓			RDE	

CERTIFICATION

This is to CERTIFY that the above is the true and correct attendance list of the participants/facilitators/secretariat of the above-mentioned activity.

This is to CERTIFY that the meals/snacks claimed for payment by the caterer was served to the above participants.

EDUARDO S. OTING
End-User



Republic of the Philippines

Mountain Province State Polytechnic College

Tadian, Mountain Province

RESEARCH DEVELOPMENT AND EXTENSION SERVICES

ATTENDANCE SHEET						
Title of Activity: Basic Building Wiring Installation						
Date & Time: February 12, 2020						
Venue: Barangay Dacudac, Tadian, Mountain Province						
No.	NAME	GENDER			UNIT/OFFICE/DEPARTMENT	SIGNATURE
		F	LGBTQ	M		
1.	Gomayo, Jet Lee G.			/		<i>Jet Lee G. Gomayo</i>
2.	Opas, Jovy A.	/				<i>Jovy A. Opas</i>
3.	PASW - A, RICKY			/		<i>Ricky Pasw - A</i>
4.	SOLIMAN LORENZO			/		<i>Lorenzo Soliman</i>
5.	Abayan, Marlon			/		<i>Marlon Abayan</i>
6.	Mangaoang, Christine	/				<i>Christine Mangaoang</i>
7.	Sido, Venus	/				<i>Venus Sido</i>
8.	Matiac, Tolentino Jr.			/		<i>Tolentino Jr. Matiac</i>
9.	Bang-its Alex			/		<i>Alex Bang-its</i>
10.	Soliman Rhodan			/		<i>Rhodan Soliman</i>
11.	Lagunid Myrick			/		<i>Myrick Lagunid</i>
12.	Kash Mad			/		<i>Kash Mad</i>
13.	Balagtas Johnray			/		<i>Johnray Balagtas</i>
14.	Cambalo, Carl B.			/		<i>Carl B. Cambalo</i>
15.	Bartec, Poble M.			/		<i>Poble M. Bartec</i>
16.	PAND, ACE K			/		<i>ACE K. PAND</i>
17.	Aguiso, Ruston S			/		<i>Ruston S. Aguiso</i>
18.	Bantolo, Jermilyn G	/				<i>Jermilyn G. Bantolo</i>
19.	NEANGAY AL B.			/		<i>AL B. NEANGAY</i>
20.	Epidio Diwan			/		<i>Epidio Diwan</i>
21.	BANIGAN, AMON			/		<i>AMON BANIGAN</i>
22.	JOSEPH C. DIWAN			/		<i>JOSEPH C. DIWAN</i>
23.	Benito D. Cuyangonan			/		<i>Benito D. Cuyangonan</i>
24.	Sarah D. Boniaga	/			DepEd - DNHS	<i>Sarah D. Boniaga</i>
25.	Kojic C. Labutan			/		<i>C. Labutan Kojic</i>

CERTIFICATION

This is to CERTIFY that the above is the true and correct attendance list of the participants/facilitators/secretariat of the above-mentioned activity.

This is to CERTIFY that the meals/snacks claimed for payment by the caterer was served to the above participants.


EDUARDO S. OTING
End-User



Republic of the Philippines

Mountain Province State Polytechnic College

Tadian, Mountain Province

RESEARCH DEVELOPMENT AND EXTENSION SERVICES

ATTENDANCE SHEET						
Title of Activity: Basic Building Wiring Installation						
Date & Time: February 12, 2020						
Venue: Barangay Dacudac, Tadian, Mountain Province						
No.	NAME	GENDER			UNIT/OFFICE/DEPARTMENT	SIGNATURE
		F	LGBTQ	M		
26.	Jounel Cuyangbran			✓	DepEd DNHS	
27.	Jeston Nganoy			✓	"	
28.	Malinao, Poland			✓	"	
29.	JR. K. Emilio L.			✓	"	
30.	RUTH C. REASED	✓			DepEd DNHS	
31.	Nemar Nganoy			✓		
32.	Malinao Pomei			✓		
33.	Lorelyn D. Bantiloc	✓			DepEd - DNHS	
34.	Araon Charlie P.			✓	"	
35.	REGIE BRIAN D. LAGUIN			✓	DepEd DNHS	
36.	FRANZON T. MELEAO			✓	TEB	
37.	Bantolan Juanar			✓	BTVID	
38.	Anguyen, Jake A.			✓	BTVID	
39.	Dumal-in, Ramil A.			✓	BTVID	
40.	Saganta, Mauney			✓	BTVID	
41.	Tigal, Miller			✓	BTVID	
42.	PALICOS, KENJIE			✓	BTVID	
43.	Claire P. Camtugan	✓			RDE	
44.		✓				
45.						
46.						
47.						
48.						
49.						
50.						

CERTIFICATION

This is to CERTIFY that the above is the true and correct attendance list of the participants/facilitators/secretariat of the above-mentioned activity.

This is to CERTIFY that the meals/snacks claimed for payment by the caterer was served to the above participants.

EDUARDO S. OTING
End User



Republic of the Philippines

Mountain Province State Polytechnic College

Tadian, Mountain Province

RESEARCH DEVELOPMENT AND EXTENSION SERVICES

ATTENDANCE SHEET						
Title of Activity: Basic Building Wiring Installation						
Date & Time: <i>February 28-29, 2020</i>						
Venue: <i>Barangay Dacudac, Tadian, Mountain Province</i>						
No.	NAME	GENDER			UNIT/OFFICE/DEPARTMENT	SIGNATURE
		F	LGBTQ	M		
1.	<i>Jovy Opar</i>	/				<i>[Signature]</i>
2.	<i>Al Ngangay</i>			/		<i>[Signature]</i>
3.	<i>PICKY PASQUA</i>			/		<i>[Signature]</i>
4.	<i>Johnray Balagtas</i>			/		<i>[Signature]</i>
5.	<i>Rojie Labutan</i>			/		<i>[Signature]</i>
6.	<i>Venus Sido</i>	/				<i>[Signature]</i>
7.	<i>Filiyong Emilio Jr. L.</i>			/		<i>[Signature]</i>
8.	<i>Bartolomeo Rosale</i>			/		<i>[Signature]</i>
9.	<i>Camacho Carl</i>			/		<i>[Signature]</i>
10.	<i>Ngangay, Jerson</i>			/		<i>[Signature]</i>
11.	<i>Palid A. Ace</i>			/		<i>[Signature]</i>
12.	<i>Bantolo, Jermilyn G</i>	/				<i>[Signature]</i>
13.	<i>Matias, Tokentino Jr.</i>			/		<i>[Signature]</i>
14.	<i>Cuyangon, Jonnel</i>			/		<i>[Signature]</i>
15.	<i>Gamayo, Jet Lee G.</i>			/		<i>[Signature]</i>
16.	<i>Roy A. Pocarson</i>			/		<i>[Signature]</i>
17.	<i>Amory A. Umaya</i>			/		<i>[Signature]</i>
18.	<i>Amon L. Pasugan</i>			/		<i>[Signature]</i>
19.	<i>ADWANG, FERDINAND</i>			/		<i>[Signature]</i>
20.	<i>JOSEPH DIWAN</i>			/		<i>[Signature]</i>
21.	<i>Benito Cuyangon</i>			/		<i>[Signature]</i>
22.	<i>EDUARDO OTING</i>			/		<i>[Signature]</i>
23.	<i>Claire Cantugan</i>	/			<i>RDE</i>	<i>[Signature]</i>
24.						
25.						

CERTIFICATION

This is to CERTIFY that the above is the true and correct attendance list of the participants/facilitators/secretariat of the above-mentioned activity.

This is to CERTIFY that the meals/snacks claimed for payment by the caterer was served to the above participants.

[Signature]
EDUARDO S. OTING
End-User