

Educational Outreach Policy

I. Policy Statement

The *1987 Executive Order No. 117, Section 3, Declaration of Policy* states that, “It is hereby declared as a basic State policy that the education system shall make a maximum contribution to the attainment of national development goals; that the State shall promote and maintain equality of access to education and enjoyment of the benefits thereof by all citizens, and that the State shall use education as an instrument for the development of the cultural communities of the nation and the deprived community to enrich their participation in the community and national life and to unify all Filipinos into a free and just nation.”

The Don Honorio Ventura State University is one of the leading institutions of higher learning in Central Luzon committed to carry out its sole extension purpose of initiating, catalyzing, and sustaining the development of various communities using the institutions’ expertise, research outputs, and available resources with the primary goal of achieving sustainable partnership with the government and private organizations in poverty alleviation.

The University is now available to address and conduct the trainings and services to communities, industries, other agencies and organization needs. It is ready to develop and promote an effective and integrated need-based and demand driven extension modalities that will transform partner – adaptors into self-reliant, empowered, and progressive beneficiaries.

Extension services should include community outreach programs and volunteer works that provide direct assistance to underserved sectors and communities.

II. Scope

This policy applies to all colleges, departments, office and units across the university campuses.

III. Definition of Terms

IV. Roles and Responsibilities

Extension Services Office

The Extension Services Office, together with the department/unit head concerned, shall spearhead the facilitation of outreach activities.

Department/Unit Heads

It is the primary responsibility and accountability of the Department/Unit Head to plan, implement, and manage outreach activities.

V. Policy Details

Outreach activities may include medical and dental missions, feeding programs, relief operations, gift-giving, and other forms of direct aid. Outreach programs are designed based on the needs and priorities identified by the communities themselves. The succeeding are specific examples of outreach activities that campuses, colleges, departments, and/or units may engage in:

- a. Dental, Medical and Other Well-Being Missions
- b. Blood Donation Drives
- c. Food and Nutrition, Health and Sanitation Activities
- d. Green and Clean Initiatives / Coastal Detoxification
- e. Nursery and Vegetable Garden Construction
- f. Relief Items Operations
- g. Gift-Giving Event
- h. Environmental Camp and Youth Sports Development Offering of Guidance and Legal Advises
- i. Advocacy Driven Activities
- j. Volunteerism on Social and Civic Group Undertakings Spiritual and Mental Health Support
- k. Various forms of Coaching and Mentoring

VI. Monitoring and Review

Guidelines for monitoring the effectiveness of outreach activities shall be crafted by the Extension Services Office. This shall involve setting specific performance indicators related to outreach efforts within university educational frameworks.

VII. Consequences of Non-Compliance

Non-compliance to this policy shall subject the department/unit head and/or his/her faculty/staff to the provisions set forth by the University Performance Management Team.

VIII. Reference

- (a) Extension Services Office Operations Manual 2024
- (b) Executive Order No. 117, s. 1987