



**VISAYAS**  
STATE UNIVERSITY



**SAFETY & SECURITY  
SERVICES OFFICE**

### ACTIVITY DESIGN

**Title :** Enhancement Training for VSU Security Force

**Participants :**

	Name of Guard/Regular		Name of Guard/Job Order
1	SG 1 Ariel L. Arga	29	SG Romualdo I Gofredo III
2	SG II Antonio P Bengalan	30	SG Arturo V. Madez
3	SG II Jeremy S Caintic	31	SG Jonathan V Jumamoy
4	SG II Gregorio C Cano Jr	32	SG Marcelino Cesar C. Leraria
5	SG I Enrique E. Caorte Jr.	33	WM Ricardo B. Lomongo III
6	SG III Alex O Elorcha	34	WM Phil Giovanne B. Managbanag
7	SG II Virgilio A Escasinas	35	SG Victor s. Managbanag
8	SG II Antonio C Espinosa	36	WM Jhon Kenneth B. Maningo
9	SG II Eduardo D Estoy	37	WM Gary Mazo
10	SG I Archie B. Managbanag	38	WL Celena Mae Mendiola
11	SG Romel R. Marte	39	SG Alfredo D Modina
12	SG Vicente C Martirez	40	WM Crisanto I Montajes
13	SG III Edilberto V Mendoza	41	SG Kyle Edgar A. Ocañada
14	SG I Rosendo L. Pedregosa	42	SG Rolly C Oquias
15	SG II Noe A Pasilaban	43	LG Antonia M. Pabroquez
16	SG II Edgar P Posas	44	SG Kristoffer V Padilla
17	SG II Henry P Posas	45	SG Elmer M Prieto
18	SG I Gregorio B. Sausa Jr.	46	WM Nicols Rey A. Puna
19	SG I Jenzen Jhon M Villaruel	47	SG Noel M Serviño
20	SG Nilo V. Acompañado	48	SG Jorge D Sudaria
21	SG Aga D Alianza	49	SG Jacky Vel C. Tripoli
22	SG Kenneth M. Anacleto	50	WM Jun Vic B Vernada
23	SG Paulino G. Aniceto	51	WM Almar P. Ybanez
24	SG Joey P Asilom	52	SG Leonilo L Yokingco
25	WM Antonio E Bagarinao	53	Chieft-SSSO-Abela, Julius V.
26	WL Joyzel Dagon	54	Security Manager-Octaviano, Edgar T.
27	SG Alvin Jose O. Escasinas	55	Clerck-Jude D. Joson
28	SG Jeffrey P. Gahoy	56	Assistant-Joyzel Dagon
		57	Driver-Marlo Managbanag

### Consultants/Resource

**Persons:** PMaj. EDGAR T. OCTAVIANO

**Date :** Tentative date: January 27-28, 2025

**Venue :** CCE VSU Lower Campus

**SAFETY & SECURITY SERVICES OFFICE**  
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No. **SSS-25-14**

## Rationale

Universities, like VSU, are vital centers for learning, research, and development. Ensuring a secure and safe environment for students, faculty, and staff is paramount to fostering a conducive learning atmosphere. The VSU Security Force plays a critical role in this mission. The enhancement training program aims to equip security personnel with the necessary skills and knowledge to effectively manage security threats, handle emergencies, engage positively with the campus community, and maintain order with professionalism and respect.

## Objectives

1. **Enhance courtesy and discipline:** Instill a culture of professionalism (courtesy and discipline) among security personnel.
2. **Improve management of campus security:** Equip personnel with effective strategies for managing security on campus.
3. **Educate on legal procedures:** Ensure understanding of citizen's arrest, self-defense laws, and other relevant legal frameworks.
4. **Prepare for emergencies:** Train personnel in bomb threat procedures, handling improvised explosive devices (IEDs), and emergency response protocols.
5. **Develop patrolling skills:** Strengthen fundamental patrolling skills for effective monitoring of the campus.
6. **Refine report writing:** Enhance report writing skills for accurate documentation of incidents and actions.
7. **Teach self-defense techniques:** Provide training in self-defense and Arnis de Mano to improve personal safety and response capabilities.

## Methodologies

The resource speakers shall provide inputs about the various topics to be discussed during the entire duration of the training. Possible topics are the following:

### DAY 1 AND DAY 2

1. Courtesy, Discipline, & Public Relations
2. Managing Campus Security
3. Citizen's Arrest
4. Law on Self-Defense
5. Bomb Threat Procedure
6. Terrorist Tool IED
7. Fundamental of Patrolling
8. Report Writing
9. Self-defense/Arnis De Mano

**Vision:** A globally green university providing progressive leadership in agriculture, science & technology, education and allied fields for societal transformation.

**Mission:** To produce graduates equipped with advanced knowledge and lifelong learning skills with ethical standards through high-quality instruction, innovative research, and impactful community engagements.

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#### Resources Needed

A. Manpower Requirements-None

B. Supplies and Materials-Training fee of venue P \_\_\_\_\_

C. Facilities and Equipment-Tuyok or Security Service Vehicle

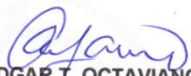
#### Expected Outcomes

1. **Enhanced Professionalism:** Security personnel display improved courtesy, discipline, and effective public relations skills when interacting with the campus community.
2. **Effective Campus Security Management:** A more secure campus environment with trained personnel effectively managing security protocols.
3. **Knowledge of Legal Frameworks:** Personnel clearly understand citizen's arrest procedures and self-defense laws, reducing legal liabilities during incidents.
4. **Preparedness for Threats:** Security personnel are equipped to respond decisively, calmly, and effectively to bomb threats and other emergencies, increasing campus safety.
5. **Improved Patrolling Capability:** Enhanced patrolling skills lead to more effective monitoring and deterring unauthorized activities on campus.
6. **Accurate Reporting:** Security personnel can write comprehensive and accurate incident reports, facilitating better communication with law enforcement agencies.
7. **Personal Safety Skills:** Enhanced self-defense capabilities via Amis de Mano techniques, increasing personal safety and confidence among security staff.

#### Estimated Budget

Particulars	Cost in peso (Php)
Day-1 -AM-Snacks- 35 Pax @ P80.00	P 2,800.00
PM-Snacks- 35 Pax @ P80.00	P 2,800.00
Day-2 -AM-Snacks-22 Pax @ P 80.00	P 1,760.00
PM-Snacks-22 Pax @ P 80.00	P 1,760.00
Total	P 9,120.00
Facilities and Equipment	
Fuel @ 40 liters x 62.00	P 2,480.00
Venue Fee (CCE)	
Total Budget	P 11,600.00

Prepared by:

  
**EDGAR T. OCTAVIANO**  
Training Coordinator

Availability of funds:

  
**ALICIA M. FLORES**  
Budget Officer

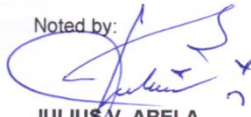
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Noted by:

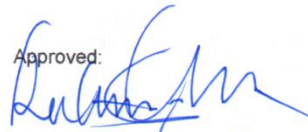
  
**JULIUS V. ABELA**  
Chief SSSO

  
**HONEY SOFIA V. COLIS**  
Director, HRMO

Recommending Approval:

  
**MOISES NEIL V. SERINO** 01/20/25  
Vice President, OVPAF

Approved:

  
**PROSE IVY G. YEPES**  
President

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