



RECORD SECTION

Ministry of Agriculture, Fisheries and Agrarian Reform
Bangsamoro Autonomous Region in Muslim Mindanao

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All Concerned Staff

Document Title/Subject:

MO No. 036-05 Open Water Scuba Diving Training

Type of Transaction		Date	Time	Released by Records Section:		Date	Time
Released		21/05/2021	4:49 pm	Sittie Almira Ali		21/05/2021	4:53 pm
No.	NAME	OFFICE		DATE	TIME	REMARKS	
1							
2							
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MEMORANDUM

Order No. 036-05
 Series of 2021

TO : ALL CONCERNED STAFF
 (see attached file)

FROM : THE MINISTER


SUBJECT : OPEN WATER SCUBA DIVING TRAINING

DATE : May 17, 2021

In the exigency of public service, the employees in the attached list are hereby directed to undertake official travel to Davao City and Samal Island on May 24-28, 2021 to undergo an Open Water Scuba Diving Training.

This will serve as your Travel Order

For your guidance, information and **STRICT COMPLIANCE**.


MOHAMMAD S. YACOB, Ph.D.
 Minister


BANGSAMORO AUTONOMOUS REGION - IN MUSLIM MINDANAO
 MINISTRY OF AGRICULTURE, FISHERIES, AND AGRARIAN REFORM
 Office of the Minister

RELEASED

Date: MAY 21, 2021 Time: 3:37 PM
 By: 

MINISTRY OF AGRICULTURE, FISHERIES AND AGRARIAN REFORM
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2021-05-21

Time: 4:49 PM
 By: 



Republic of the Philippines
Bangsamoro Autonomous Region in Muslim Mindanao
MINISTRY OF AGRICULTURE, FISHERIES AND AGRARIAN REFORM
Bangsamoro Government Center, Gov. Gutierrez Ave., Rosary Heights VII, Cotabato City, 9600



No.	Name of employees	Position
1.	Honey Lou Marcelo	Project Coordinator
2.	Jeshia Serdoncillo	CRM Officer
3.	Samson Pandita	MIS Officer
4.	Raymark Datungputi	KM Officer
5.	Arbaya Kusain	Bay Coordinator
6.	Jonh Mark Millan	Livelihood Coordinator
7.	Chester John Porras	CRM Coordinator



Mam Jelva



ACTIVITY/TRAINING PROPOSAL

Title of the Activity/Training	Scuba Diving Training/Refresher Course
Source of Funds	FishCORAL Fund
No. of Participants	7
Venue	Davao City
Target date	May 24-27, 2021
Sector	Component 1: Coastal Resource Management
Division/Section	FishCORAL
Budgetary Requirements	175,000.00

I. Rationale

The Fisheries, Coastal Resources and Livelihood (FishCORAL) Project is implementing activities under its coastal resources management component that require SCUBA diving knowledge and skills such as the installation of coral nursery units and deployment of artificial reefs. To add, scuba diving is essential in the conduct of underwater assessment of corals and fish populations, rescue operations for human and aquatic species, underwater crime scene investigations, and other underwater activities.

Anent this, the FishCORAL will conduct refresher course/ training on scuba diving to selected project staff together with the personnel from other divisions of the ministry to effectively deliver services specifically on the conservation, rehabilitation/restoration and protection of the marine resources. This training will capacitate and equip the staffs, and address the need for sufficient number of skilled and certified divers not only for FishCORAL Project but for other programs of the ministry.

II. Objectives

- To discuss and orient the participants with SCUBA Diving;
- To familiarize the participants with SCUBA gears and how to use them properly;
- To equip the participants with the necessary techniques, skills and knowledge required to become Certified SCUBA Divers.

III. Methodology

The training program is of two types:

- Lecture – one (1) day session that aims to deliver key points of SCUBA gears, usage and diving techniques.



- Experiential Learning/Actual Training – one (1) day pool session to familiarize the proper usage of scuba gears, floating and breathing techniques and two (2) days open water diving sessions.

Topics
Part 1 – Lecture
1) SCUBA Diving meaning and importance
2) Parts of SCUBA Gears and Usage
3) How does the SCUBA Gear works
4) SCUBA Diving Techniques
Part 2 – Experiential Learning
1) Pool Session – proper usage of SCUBA gears, floating and breathing techniques
Part 3 – Actual Diving
1) Openwater SCUBA diving sessions

IV. Expected Outputs

- Trained and certified SCUBA Divers of the MAFAR
- Improved delivery of services and programs

V. Details of Budgetary Requirements

SN	Description	Quantity	Unit	Unit Cost	Total Cost
1.	Training Package(4 days)	7	pax	25,000.00	175,000.00
	Inclusions:				
	a.Food and Accommodation				
	b.Transportation				
	c.Rental of Scuba Gears				
	d.Training/Instructors Fee				
	e.SCUBA License				
	f. SCUBA T-Shirt				
	g.SCUBA Lecture Materials				
	GRAND Total (Php)				175,000.00



VI. Participants


1. Honey Lou A. Marcelo
2. Jeshia Serdoncillo
3. Chester John Porras
4. Samson Pandita
5. Raymark Datungputi
6. Jonh Mark Millan
7. Arbaya Kusain




Prepared by:


JESHIA S. SERDONCILLO
CRMO

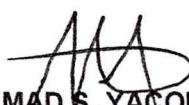
Reviewed by:


HONEY LOU A. MARCELO
Project Coordinator

Recommending Approval:


JULIE O. MALIGA, RN, MPSAR
Director II for Admin and Finance Management Services
19 April 2021

Approved:


MOHAMMAD S. YACOB, Ph.D.
Minister