

**Albert Schweitzer
Familienwerk Foundation
Philippines Incorporation
(ASFFPI)**

Brief History

Background of the Albert Schweitzer Familienwerk Foudation :

Date Formally Organized : January 11, 1997 and was registered with the Securities & Exchange Commission on March 20, 1997.

Responsible Persons: Martiniana D. Mercado with the help of Fr. Peter Zago & Fr. George Militante, Don Bosco Salesian Priest.

With financial Aid from : Albert Schweitzer Familienwerk und Kinderdorfer, Zerbs, Sachen Anhalt, Germany, managed by Mr. Bernard Papke.

The first Foster Home was constructed in Sitio Tiltilon, Barangay Cotcot, Liloan, Cebu, with Fr. George Militante overseeing the construction and with fund sent by Mr. Papke.




It was first occupied by eight (8) children who came from the homes of parents licensed by DSWD.

Mrs. Mercado was the first president who also volunteered to be the Executive Director until 1999 when the Board agreed that she be given honorarium for her work.

In 2002, the Don Bosco Salesian Priests had to transfer their Boys Home to Cotcot, thus Fr. George advised us that we could no longer build additional cottages.

After almost two years of looking for a new site for our residential facility, we were able to request the former Municipal Mayor of Cordova, Cebu for an allocation of 12,000 square meters of government lot for our Children's Haven.

On November 25-30, 2003, Mr. Heiner Theiss, former President of Albert Schweitzer Verband der Familienwerk und kinderdorfer for and Professor

- 
- Rainer Geiling, The Managing Director come to Cebu to inspect the lot and signed with the Municipal Mayor a Memorandum of agreement for the development of the lot and the provision of Services for abandoned , neglected and exploited children.
 - ASV continued to support the operation of our foundation, including the construction of three buildings as residential facilities for children.
 - In 2007, we received a cash donation from the Ramon Aboitiz foundation, Inc. (P 1,037,000) for the Construction of a Multi-purpose Center which enabled us to save our cost for office rental.
 - This building was inaugurated and turn over on March 12, 2008..
 - From 8 children in 1998 – the foundation is presently serving 64 children . The maximum number of children we are authorized to serve is 60, but we could not deny the admission of siblings, hence we exceeded the quota of 60 kids.

1.2 *VISION*


- A world free from violence, abuse and exploitation by building strong families whose members:
 - exemplify spiritual values and beliefs
 - are committed to each other
 - are capable of solving their problems and meeting their needs , and
 - are activity participating in community development activities


1.3 MISSION

To provide a package of social work intervention and other services to children, women, families, older and differently-abled persons needing special protection, care and rehabilitation, as well as depressed communities, by building thier capability to uphold their rights become self propelling, self sustaining and self reliant.

1.4 TASK AND OBJECTIVE

- a. To promote and strengthen the general welfare of abandoned, neglected, abused and exploited children and youth in a family atmosphere.
- b. To provide both short and long term care, support, security, education, spiritual and other aspects of development of children and youth, to incline vocational training and livelihood activities.

- 
- c. To provide comprehensive and integrated social welfare and development programs and services for the senior citizens, for differently abled persons, women and victims of calamities and families in depressed communities.
- d. To acquire through purchase or donation real estate properties, building or equipment to be used solely for the implementation of programs and services.

- 
- e. To provide capability-building, training and consultancy services to implement of social welfare and development programs.
 - f. To publish and disseminate information materials on social welfare and development to improve the practice of social work and service delivery.
 - g. To accept or solicit donations (both foreign and local) in cash or in kind, like appliances, equipment , machineries, used-clothing, food supplies and medicine for the various clients it will be serving or referred by local government, the DSWD and



1.5 PROGRAMS AND SERVICES

1.5.1 Center- based programs for children & youth

- Educational program from Day Care to College Education
- Tutoring
- Training on household chores
- Sports and Recreational Activities (to include film showing)
- Leadership Training

C. Spiritual development and Values Formation



Berlin House

ASFFPI



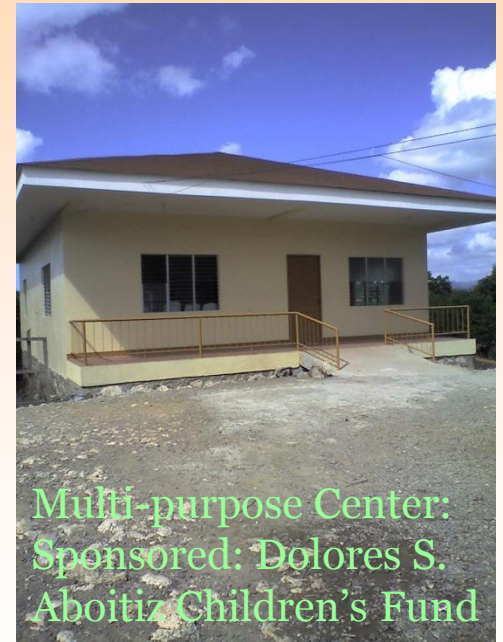
Frankfurt House

CHILDREN'S

HAVEN



Hamburg house



Multi-purpose Center:
Sponsored: Dolores S.
Aboitiz Children's Fund

The facility



Criteria:

Abandoned, Neglected, Abuse children who are 3-10 years old at the time of admission.



Children's Haven:

Services:

1. casework and counseling
2. spiritual and socio-cultural activities
3. medical attention
4. Education and tutorial services
5. Homelife activities

6. Referral for adoption and other services which the foundation could not extend

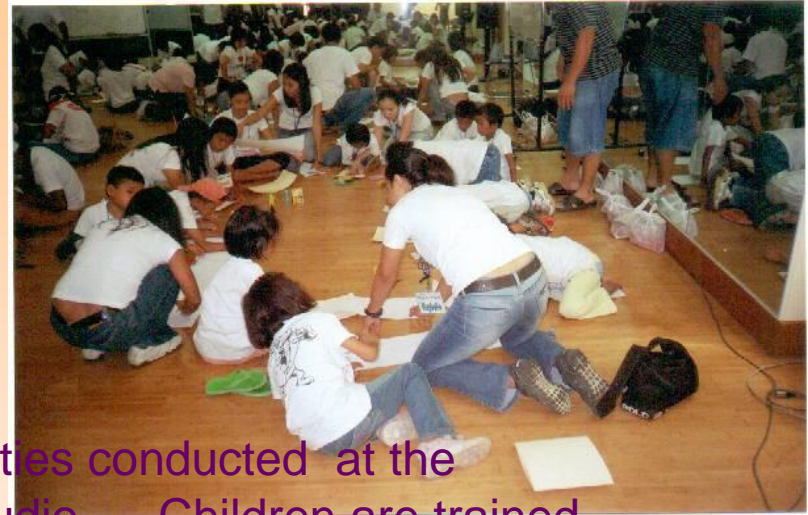
Children's Haven Activities :

Summer Karate Class



Mentorship Program

Sponsored by BIGFOOT



Series of activities conducted at the BIG FOOT Studio . . Children are trained In arts & craft and acting. . . .



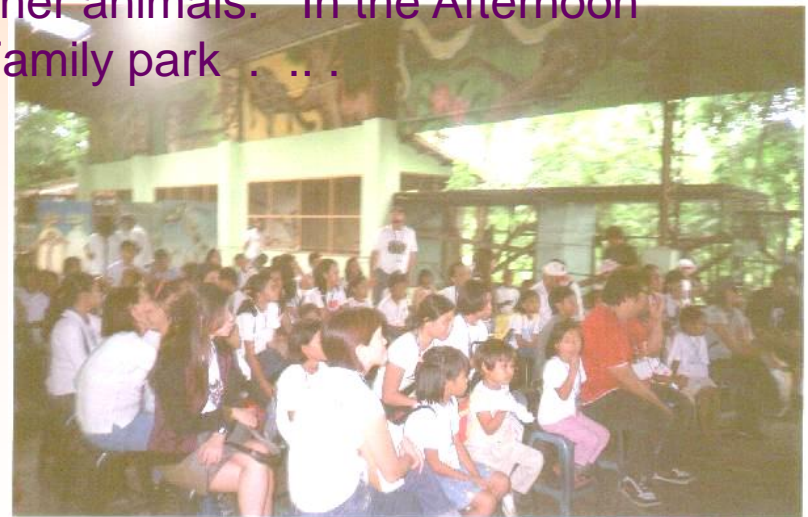
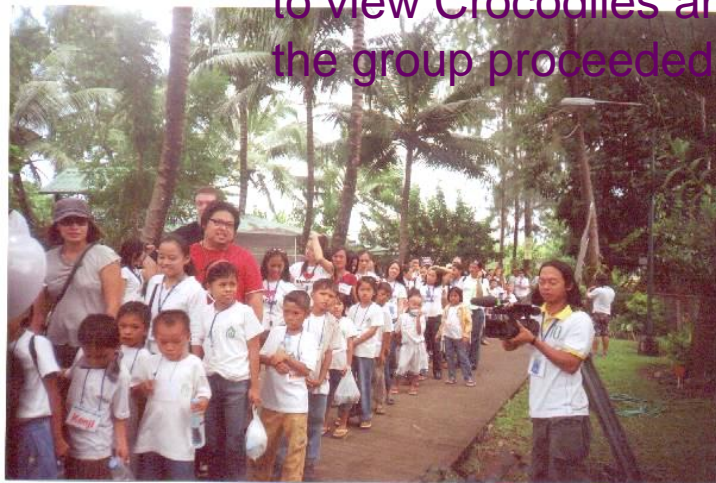
Medical & Dental Check-up



Educational Tour at Crocolandia Talisay City and Family Park



ASFFPI children together with ASEFPI and BIG FOOT staff brought the children to Crocolandia in Talisay City to view Crocodiles and other animals. In the Afternoon the group proceeded to Family park



Symposia & Seminars



SCHOOL RECOGNITION AND GRADUATION

ASFFPI kids received awards from Pilipog, Elementary Elementary School . Others got with honors, most well behaved, most helpful, most courteous and most industrious.



GRADUATION AND FIELD DEMONSTRATION



Presentation of Children's Talent to the community & guests.



Community Based Services

1. Early Detection, Prevention & Intervention of Disability (EDPID)
2. Micro – Finance Projects (Cagayan de Oro City of EDPID)
3. Advocacy & awareness program on the Right of children, women, Sr. Citizens & Children / persons with disability
4. Technical Assistance on Local Development Planning on GAD
5. If funds could be accessed from LGU's & other Sources, we also implement programs and activities for children, youth, women and Municipalities (domestic violence prevention)



Disadvantaged women, older and disabled persons

- seminar on violence and abuse prevention



Depressed Community

- Barangay Leadership Training
- Community Organizing
/Community Development
Activities



Domestic Violence Prevention:



6. Early Detection Prevention and Intervention of Disability (EDPID)

Type of Disability:

- Cerebral palsy
- Down syndrome
- Cholostomy
- Deaf mute
- Visually impaired
- Cleft palate
- Hydrocephalous
- Leg disorder
- malnourished



Detection/ Rehabilitation

- Brought to medical specialist (neurologist, cardiologist, physical /occupational therapist , ophthalmologist and orthopedics)
- Laboratories
- ECG & EEG
- Brain scanning
- Cleft-palate operation
- Eye operation (minor)
- Provision of eye glasses
- Provision of crutches
- Enrolled in SPED class
- Physical/ occupationa therapy
- Feeding



Prevention

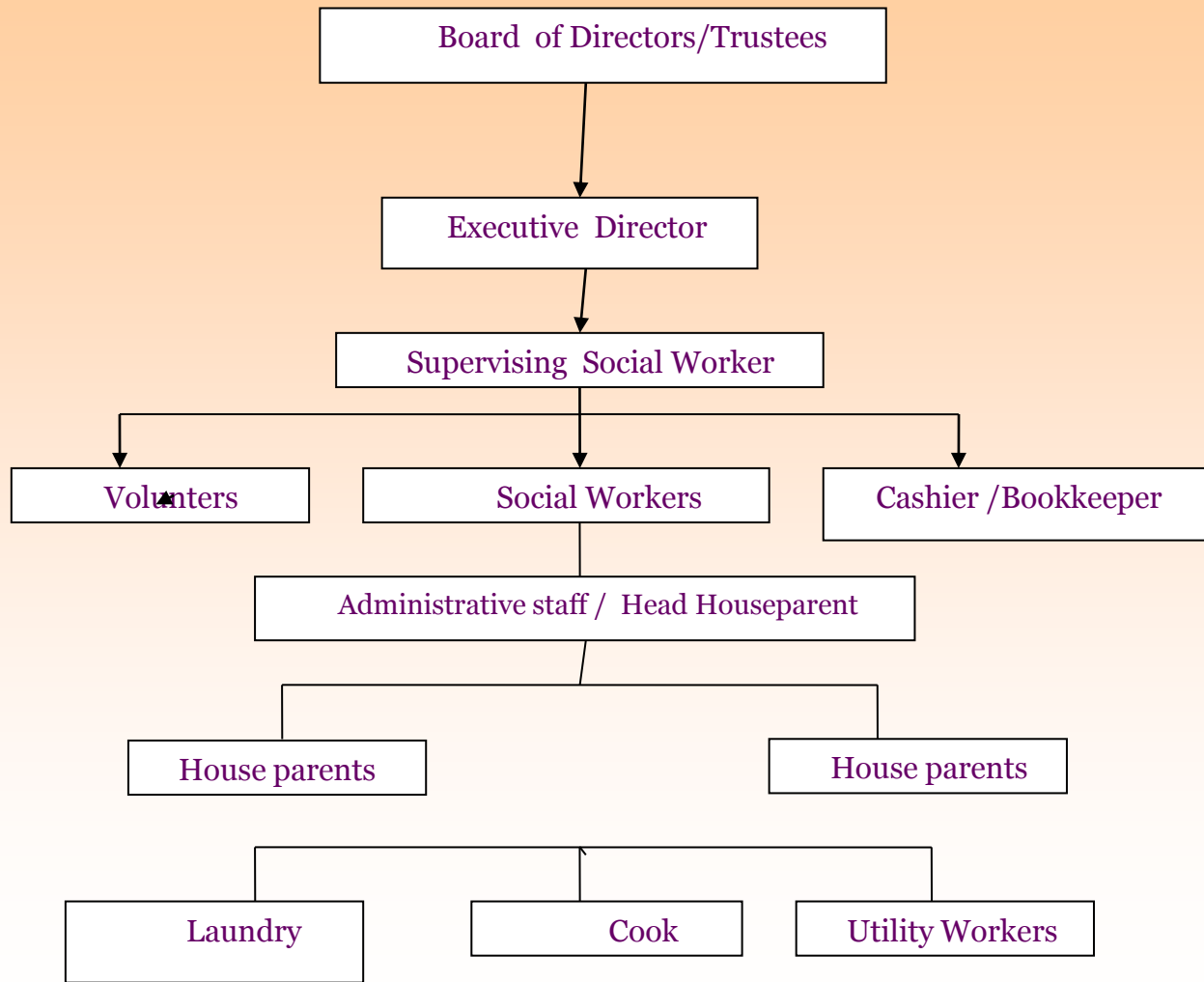
- Skills enhancement seminar to parents and caregivers on Handling children with disability
- Advocacy on air
- Inter-Agency collaboration



Rehabilitation

- Provision of eyeglasses
- Therapy sessions conducted to cerebral palsy children
- Operation of children with cholostomy
- Educational assistance to deaf mute children







1.3 AYAD ROLE in the organization

1.3.1 The AYAD shall work closely with the Social Worker on the following:

1.3.1.1 assessment and diagnosis of children's needs and behavior

1.3.1.2 conduct individual and / or group activities as intervention in helping modify children's needs and behavior

1.3.1.3 Plan activities to be undertaken in the center as intervention to problems existing (if any) or for further social development of the kids

1.3.2 Assist in the Executive Director & Social Worker in the conduct of Capability-building activities to social workers who are members of the ABSNET of which ASFFPI is also a member

1.3.3 Plan with the Social Worker and houseparents Activities of parents of children being served by the ASFFPI to enhanced parental capabilities.

1.3.4 Help the staff (if necessary and if funds are available from other sources) in planning & undertaking specific community – based services

2. Internal Policies & Procedure

2.1 HR & Administrative

2.1.1 Working policies

- at least 8 hours a day
- Time is Flexy

AYAD can work in the afternoon, so that she and the social worker can have a talk with children who need assistance.

2.1.2 If she works on week ends, we allow day-offs on week days

2.2 Appropriate Office Attire –

T- shirt / blouse and pants or blouse & skirt / full dress. No plunging neckline and very short short

2.3 Taking Leave –

We shall abide with the policy on Leave

2.4 Travel Arrangement –

Since we have limited funds, we regret that we could not provide funds for the AYAD's travel from her apartment in going to the office and return. However, if we should ask her to accompany any staff personnel to conduct a home visit, collateral interview or attend an activity outside the center we shall refund her transportation expenses

2.2 Financial Management Policies –

- Only 2 personnel are authorized to avail of cash advances – the Social Worker and the bookkeeper/ administrative staff for regular operations and for special activities.

Liquidation shall be within one month after availment of Cash Advance.

Procure/requisition shall be submitted to the Social Worker who shall be responsible in the purchase of materials needed.



3. Other Office Policies & Procedures:

3.1 Communication Protocols

3.1.1 We have an open communication policy- anytime the AYAD can talk to the social worker/ counterpart or the supervisor – our agency is small so we have no other layer to consider.

3.1.2 Communication with stakeholder shall first be discussed either with the counterpart or the supervisor or counterpart about the concern and action undertaken or agreement, if any.

3.1.3 In case of emergency, the AYAD can send us a message thru her mobile phone or ask somebody to call or text us.

3.1.4 Greivance Procedures:

Grievances/ complaints can be taken up with the counterpart or supervisor.

3.1.5. Progress Reporting relative to AYAD assignment

The Social Worker/ counterpart prepares the report on the activities undertaken wherein the AYAD is involve. Impact of said activities shall be highlighted.

4. General Welfare Support Information.

4.1 Shopping could be done in Cebu and Lapulapu City

- SM
- Gaisano – Colon & Lapulapu
- Ayala Center
- Robinsons

4.2 Medical facilities - hospitals, health care

Cebu City : Cebu Doctors Hospital, Chong Hua Hospital

Lapu lapu City : Mactan Doctors Hospital

4.3 Transportation:

- V. hire from Lapulapu terminal to SM Cebu City or Ayala, Cebu City and from SM/ Ayala to Cordova . Fare - P 25.00 (SM);
P 30.00 (AYALA)
- From the Center- we have to walk to pedalled terminal of the pedicab & pedalled bicycle with side car (5) from the corner of Pilipog to the
V – Hire terminal –take a PUJ – P 9.00



5. Safety & Security

5.1 Natural calamity – so far the center has never been hit by natural calamities

5.2 Accident or medical emergency – patients are brought to Carjay, Lapulapu District Hospital. During working days, we can run to the Municipal Health Office

5.3. Local Criminal activities - Petty theft