



**Philippine National Volunteer  
Service Coordinating Agency**  
NEDA Complex, EDSA, Diliman, Quezon City  
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**INITIAL REPORT FOR FOREIGN VOLUNTEER**  
*(To be submitted by the volunteer at the end of six months  
from deployment)*

Name of Volunteer /Volunteer Sending Organization: \_\_\_\_\_

Host Organization: \_\_\_\_\_

Program/Project Assisted and Location: \_\_\_\_\_

Duration of Assignment: \_\_\_\_\_

Reporting Period: From \_\_\_\_\_ to \_\_\_\_\_

1. Please describe your planned activities and accomplishments during this period. *(You may use additional sheet if necessary)*

<b>Planned Activities (Refer to Work and Financial Plan)</b>	<b>Accomplishments</b>

2. Are there changes in your tasks and responsibilities as planned during this period?  
 Yes  No. If yes, please explain.

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3. Are there activities in your work plan that were not carried out?  Yes  No. If yes, please explain.

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4. Please describe the work related support provided by your host organization.

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5. Are there problems/issues that affect your work and how are these resolved?

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6. Is your expertise utilized effectively by your host organization?  Yes  No  
Please explain.

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7. Please provide other information/concern not addressed by this report.

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**Prepared by:**

\_\_\_\_\_  
*Printed Name & Signature of Volunteer*

Date: \_\_\_\_\_