

MEMORANDUM OF AGREEMENT

KNOWN ALL MEN BY THESE PRESENTS:

This **MEMORANDUM OF AGREEMENT** made entered into between:

COASTGUARDAPP, BERNADETH C. BAUTISTA, JOAN DATOON, CRISTINE JOYCE B. DUDAS, REGINE A. PONCE-MACHETE, and EPIE F. CUSTODIO herein referred to as the **FIRST PARTY**.

-and-

Philippine Coast Guard Auxiliary 505th Squadron Office, represented herein by its Director of Auxiliary Squadron, **MR. JOEL C. MANCIO** herein referred to as the **SECOND PARTY**

is being entered into for the following reasons:

1. The **FIRST PARTY** has developed a web application called **CoastGuardApp** for online applications of Philippine Coast Guard Auxiliary applicants, which it hopes to share as a freeware to the Philippine Coast Guard Auxiliary.
2. The **SECOND PARTY** agreed to utilize the web application in its online applications for Philippine Coast Guard Auxiliary applicants.

Accordingly, for the MinSU and Philippine Coastguard Auxiliary 505th Squadron, the following are the terms and conditions agreed upon:

A. **FIRST PARTY** shall:

1. provide an online platform for individuals interested in joining the Philippine Coast Guard Auxiliary, designed to simplify the application process and offer a straightforward user experience.
2. collaborate with the appropriate officials to guarantee that the web application adheres to all required data specifications and adheres to relevant laws and guidelines;
3. provide devices to be used during the implementation;
4. provide comprehensive guidance and assistance to users to ensure they can utilize the web application efficiently;
5. take charge to monitor and assist staffs and clients; and
6. take charge to be flexible in accommodating any changes wanted by the for Philippine Coast Guard Auxiliary

B. **SECOND PARTY** shall:

1. provide an explanation of the transaction workflow to the users.
2. provide any necessary forms required for the transactions
3. provide a device that will be used for the web application;
4. provide network connectivity during the day of implementation;
5. issue certificates acknowledging the deployment, implementation and maintenance of the developed project; and
6. implement, deploy and maintain the project from May 2024 to June 2025.



C. DURATION

This agreement shall be effective from **May 2024**, up to **June 2025**

In **WITNESS WHEREOF**, we hereby affix our signatures hereunder.

EPIE F. CUSTODIO, DIT
Project Leader


AUX CAPTAIN JOEL C. MANCIO
Director of Philippine Coastguard Auxiliary Squadron

WITNESSES:

REGINE A. PONCE-MACHETE, MIT
Project Member

NOEMI JOY FORTU ALFANTE
PCGA Secretariat

CHRISTINE JOYCE B. DUDAS
Project Member

JESTONI ALCAZAR
DAS Staff

To attest to the agreement, the parties are signing this document on the _____ day of _____,
_____ in _____, Philippines.

ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES

_____) s.s.

Before me, a Notary Public in _____, Philippines, this _____ day of _____, personally appeared the following:

Name	Proof of Identity	Date/Place of Issue
DR. EPIE F. CUSTODIO	_____	_____
AUX CAPTAIN JOEL C. MANCIO	_____	_____



known to me as the same persons who executed this Agreement and who acknowledge that it is their voluntary act and deed and that the institutions they represent.

This Agreement consists of three pages, including this page wherein this Agreement is written and signed by the parties together with the instrumental witnesses on each and every page hereof.

WITNESS MY HAND AND SEAL this _____ day of _____ at the place first above written.