

**MEMORANDUM OF AGREEMENT ON THE DEPLOYMENT OF INTERNS  
FOR THE STUDENT INTERNSHIP PROGRAM, BETWEEN THE  
UNIVERSITY OF RIZAL SYSTEM AND VSTECS PHILS. INC.**

**KNOW ALL MEN BY THESE PRESENTS:**

This Memorandum of Agreement made by and between:

The **UNIVERSITY OF RIZAL SYSTEM**, a government institution of higher learning with principal office at Sampaloc, Tanay, Rizal represented in this agreement by its President, **Dr. NANCY T. PASCUAL**, duly authorized for this purpose; and

The **VSTECS PHILS. INC.**, a corporation duly organized and existing in accordance with Philippine Laws, with principal address at MSI-ECS Complex M. Eusebio Ave., San Miguel, Pasig City, represented herein by its Second VP & Manager for Human Resource & Administration, **MS. GRACE C. RIVERA**, duly authorized for this purpose:

WITNESSETH:

**WHEREAS**, part of the program of University is to strengthen the capabilities of its students by providing top-notch student internship training with its partner institutions to develop skills highly needed by the industry;

**WHEREAS**, there is a pressing need to match the industry's job skills requirements of its employees vis-à-vis the education provided to these students in the academe.

**WHEREAS**, the **UNIVERSITY OF RIZAL SYSTEM** is committed to promoting training in line with the students' field of specialization and the development goals of the service area in Rizal Province.

**WHEREAS**, the **VSTECS PHILS. INC.** aims to enhance the efficiency and effectiveness of its operations as well as extend its support in enhancing the quality of future manpower through the Student Internship Program.

**WHEREAS**, the **UNIVERSITY OF RIZAL SYSTEM** is willing to share its expertise in academic and technological disciplines to interested institutions in the Province of Rizal;

**WHEREAS**, the **VSTECS PHILS. INC.** is willing to establish linkage with **UNIVERSITY OF RIZAL SYSTEM** and the parties involved hereby agreed to enter into a Memorandum of Agreement on the deployment of student interns on Student Internship Program.

**WHEREAS**, the parties underscore the gains earned in sharing resources, hence their desire to enter into partnership in the development of the technical know-how of human resources.

**NOW, THEREFORE AND IN CONSIDERATION OF THE FOREGOING PREMISE**, and by mutual agreement and stipulation, herein after set forth, **VSTECS PHILS. INC.** and the **UNIVERSITY OF RIZAL SYSTEM** have agreed on the following terms and conditions to wit:

**I. OBJECTIVES:**

This AGREEMENT aims to strengthen academic institutions' partnership.

Specifically, it aims to:

1. enhance student interns' development through the Student Internship Program (SIP).
2. build and maintain harmonious relationship through collaboration and complementation of resources; and
3. evaluate the learning competencies gained and practices by the student interns.

**A. The VSTECS PHILS. INC. shall:**

1. Accept student interns and orient them about the company policies.
2. Assign student interns to a department in an industry along their fields of specialization.
3. Monitor daily student interns' performance and inform the Student Internship Program in the Philippines (SIPP) Coordinator as to the areas where the student interns need improvement and areas where they excel.
4. Evaluate overall performance of the student-Trainees may improve in their field of specialization; and

**B. The UNIVERSITY OF RIZAL SYSTEM shall:**

1. Provide necessary orientation to student interns regarding the Student Internship Program and the Host Training Establishment (HTE).
2. Communicate with the HTE relative to the deployment of student interns at least two weeks before the first day of SIP commences.
3. Make a regular monitoring of how the student interns perform in their assigned job and communicate the findings immediately to the concerned.
4. Provide evaluation instruments to the HTE as well as a brief background of the student interns assigned to them.
5. Proactively realign the approach in the instruction to keep abreast with the knowledge and skills needed by the industry; and
6. Voluntarily withdraw a student intern who is found to misbehave and/or act in defiance to existing standards, rules, and regulations of the HTE and impose necessary University sanctions to the said student intern; and
7. These tasks and responsibilities shall all be carried out through regular online communication as agreed by both institution, practicum student and HTE.


**C. MUTUAL AGREEMENT**

There is no employer-employee relationship between the HTE and the student-trainee. Intern/practicum students will not be compensated for their job rendered during their practicum. The duration of the program shall be equivalent to **300 working hours** unless otherwise agreed upon by the HTE and the University. This agreement may be terminated by either party at any time provided a week's written notice is delivered to the student and HEI. Non-Competition and Confidentiality. As an Intern rendering services, you will have access to confidential information that is the property of the HTE. Practicum students are not permitted to disclose any information about the job outside of the HTE.

**D. EFFECTIVITY**

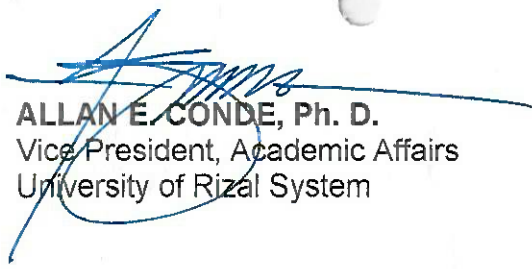
This Memorandum of Agreement shall take effect upon signing by the parties concerned and shall remain valid unless sooner revoked by either party thirty (30) days prior to the date of intended termination.


In **WITNESS WHEREOF**, the parties hereto affixed their signatures this January 11<sup>th</sup>, 2022, in the University of Rizal System, Sampaloc, Tanay, Rizal.

  
**NANCY T. PASCUAL, RGC, Ed. D.**  
President  
University of Rizal System  
Province of Rizal

  
**GRACE C. RIVERA**  
Second VP & Manager for HRA  
VSTEC PHILS. INC.

  
Signed in the presence of:

  
**ALLAN E. CONDE, Ph. D.**  
Vice President, Academic Affairs  
University of Rizal System

  
**MICHELLE O. FERNANDEZ**  
Human Resources Supervisor  
VSTECS PHILS. INC.,

**ACKNOWLEDGEMENT**

BEFORE ME, a Notary Public and in the above jurisdiction, personally appeared the following:

Name

Evidence of Identity

**Dr. NANCY T. PASCUAL**

GSIS UMID ID CRN-

**GRACE C. RIVERA**

Both to known to me and known to be the same persons who executed the foregoing document and acknowledgement before me as their free and voluntary act and deed.

This document refers to the **MEMORANDUM OF AGREEMENT ON THE DEPLOYMENT OF STUDENT INTERNS FOR STUDENT INTERNSHIP PROGRAM BETWEEN UNIVERSITY OF RIZAL SYSTEM AND VSTECS PHILS. INC.**, consisting of three (3) pages including this page on which the acknowledgement is written and signed by the parties and their instrumental witnesses.

WITNESS MY HAND AND SEAL on the date, year, and place above written.

Doc. No. 655  
Page No. 71  
Book No. XI  
Series of 2023/

  
**ATTY. MARY O. FERNANDEZ**  
Commission Adm. No. 23-002 (until Dec 31, 2024)  
#1039 Vill. Binangonan, Mila East Rd  
Brgy. Calangin, Binangonan, Rizal  
(near Municipal Building)  
PTR No. RZL21041412A/1-02-2024-Rizal  
IBP No. 307416/1-02-2024-Rizal  
Roll No. 77167  
JMCLE Compliance No. VIII-0002114/04-12-2023

