**MEMORANDUM OF AGREEMENT**

**KNOW ALL MEN BY THESE PRESENT:**

This Memorandum of Understanding executed and entered into on \_\_\_\_\_\_in Buenavista, Guimaras by and between:

**GUIMARAS STATE COLLEGE**, a government agency duly organized and existing under the law of the Republic of the Philippines with the office address at Mclain, Buenavista, Guimaras, represented in this act by its College President, **DR. LILIAN DIANA B. PARREÑO** hereinafter referred to as the “**GSU**”;

and

**THE MUNICIPAL ASSESSORS OFFICE OF BUENAVISTA ,** an agency of government created and existing by virtue of the Philippine Constitution with principal place of business at Municipality of Buenavista, represented by **ALEX S. FERNANDEZ** Municipal Assessor, herein referred to as the **Assessors Office of Buenavista GUIMARAS;**

**WITNESSETH:**

**WHEREAS**, **GUIMARAS STATE UNIVERSITY - MOSQUEDA CAMPUS** has expressed its acceptance to accommodate **Jimmy Lee S. Quider, Suvene G. Escarpe, Allan G. Pasaquian** Filipinos, all of legal age, student-trainee of Guimaras State College-Mosqueda Campus, College of Science and Technology- Bachelor of Science in Information Technology Program.

**WHEREAS**, the parties hereby bind themselves to undertake the Memorandum of Agreement for the purpose of supporting the GSC’s On-The-Job Training for student-trainee under the following terms and conditions:

1. The GSC shall be responsible for briefing the on-the-job student-trainees who intend to conduct practicum exposure in the “TRAINING AGENCY” as part of the GSC’s Curriculum;
2. The GSC shall provide the on-the-job student-trainee the basic orientation on work values, behavior, and discipline to ensure smooth cooperation with the TRAINING AGENCY.
3. The GSC shall issue an official endorsement vouching for the well-being of the on-the-job student trainee which shall be used by the TRAINING AGENCY for processing the application of the student-trainee;
4. The GSC shall coordinate with the TRAINING AGENCY for more support on actual and hands-on training during the duration of the program.
5. The GSC shall monitor, supervise and evaluate student-trainees;
6. The GSC and the TRAINING AGENCY shall voluntarily withdraw and terminate a student-trainee who is found to misbehave and/or act in defiance to existing standards, rules, and regulations of the TRAINING AGENCY and impose necessary college sanctions to the said student-trainee;
7. No compensation shall be given to the student-trainee for work related training, but the TRAINING AGENCY may grant allowance and/or adequate insurance to student-trainee in accordance with the TRAINING AGENCY existing rules and regulations;
8. The GSC and the TRAINING AGENCY shall not be held responsible and liable for any injury sustained and illness contracted arising from the student-training program; the student-trainee shall be personally responsible for any and all liabilities arising from negligence in the performance for his/her duties and functions under training.
9. Student-trainees may be voluntarily render overtime work and exigencies of service;
10. The GSC requires student-trainees to report during Monday and other important college activities as part of the college student policy and rules upon approval of letter request from the college;
11. The TRAINING AGENCY, upon consultation with the GSC, may require qualified students to submit themselves to examination, interviews and file pertinent documents to support their application;
12. The TRAINING AGENCY is not obliged to employ student-trainee upon completion of the training;
13. There is no employer-employee relationship between the TRAINING AGENCY and the student-trainee;
14. The duration of the program shall be equivalent to two hundred fifty (250) (working hours unless otherwise agreed upon by the TRAINING AGENCY and the GSC;
15. The student-trainee shall conform the laws, rules, and regulations of the TRAINING AGENCY;
16. Any violation of the foregoing covenants will warrant the cancelation of the Memorandum of Agreement by the TRAINING AGENCY within thirty (30) days upon notice to the GSC.
17. Shall become effective upon signature of both parties and implementation will begin immediately and shall continue to be valid hereafter until written notice is given by either party within thirty (30) days prior to the date of intended termination.

**IN WITNESS WHEREOF**, the parties hereby affixed their signatures on this \_\_\_\_\_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_, 2023 at Buenavista, Guimaras, Philippines.

**ALEX S. FERNANDEZ**  **LILIAN DIANA B. PARREÑO, Ph.,D.**

Municipal Assessor University President

Assessor's Office of Buenavista Guimaras State University

**Signed in the Presence of**

**SIMEON J. CAINDAY III, PH., D.** **JAMES RYAN B. GA, MIT**

Dean, College of Science and Technology Instructor, OJT

**ACKNOWLEDGEMENT**

Republic of the Philippines)

Province of Guimaras ) S.S.

I certify that on this \_\_\_\_\_\_ day of \_\_\_\_\_, 2023, before me, a notary public duly authorized in the province/city named above to take acknowledgements, personally appeared the following:

Name Valid ID Date / Place of Issue

**DR. LILIAN DIANA B. PARREÑO**

**ALEX S. FERNANDEZ**

who were identified by me through competent evidence of identity to be the same persons described in the foregoing instrument, who acknowledged before me that their respective signatures on the instrument were voluntarily affixed by them for the purposes stated therein, and who declared to me that they have executed the instrument as their free and voluntarily act and deed.

This instrument consisting of four (4) pages including this Acknowledgement has been signed on each and every page by the parties and their instrumental witnesses.

**IN WITNESS WHEREOF**, **I** hereunto set my hand and affix my notarial seal on the date and the place above written.

Notary Public

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