

STUDENT TRAINING AGREEMENT AND LIABILITY WAIVER

IMPORTANT INFORMATION

- THIS FORM IS TO BE ACCOMPLISHED AND SUBMITTED BY STUDENT TRAINEE TO THE PRACTICUM ADVISER BEFORE STARTING THE PRACTICUM.
- READ AND UNDERSTAND THE PROVISIONS OF THIS AGREEMENT AND WAIVER.
- ENSURE THAT ALL SIGNATORIES SIGN THE FORM.

I, Russton Lau Wei Jie, and a student of MALAYAN COLLEGES LAGUNA (hereinafter referred to as "MCL", do hereby voluntarily undergo on-the-job training at City Government of Binan, hereinafter referred to as the "Host Company", located at Brgy, Zapote, Binan City Laguna, under the following terms and conditions:

a. That the practicum training will commence on April 23rd and ends on July 11, 2025 and will have to complete a minimum of 486 hours required for the on-the-job training;

b. That I shall observe proper decorum and act professionally at all times and abide by the Company's rules and regulations and comply with those imposed for the training program, otherwise, I shall be excluded from further participation;

c. That in the course of my training program, I may have access to information which may be of confidential in nature and proprietary to the Company, for which I may be required to execute a confidentiality and non-disclosure agreement as a prerequisite to my participation in the training program;

d. That the time I will spend on the training program in the completion of my on-the-job training requirements will not and should not be interpreted or construed as working hours and should be regarded as non-compensable. Provided that, the Company may, as a unilateral act of liberality or generosity on their part, provide me with meal, travel, transportation allowances, accommodations, etc.;

e. That I fully understand that notwithstanding the allowances enumerated in the preceding section which I may receive, there exists no labor-management and/or employer/employee relationship between me and the Company where I will undergo my training;

f. That I shall exercise due care and diligence in the tasks assigned to me and personally be made answerable for any and all liabilities for damage to property or injury to third person, which may be occasioned by my intentional or negligent acts during the course of my on-the-job training;

g. That I shall likewise hold the Host Company and MCL free and harmless from any and all liability and responsibility for any sickness or injury to myself and third parties and damage to property which I may sustain and/or may occur at any time during the training program, including time spent in traveling to and from any and all premises and locations where I may be required to go to as part of my training program;

h. That the Company reserves the right to discontinue my training on reasonable grounds upon written notice to MCL and myself. Additionally, in the event my training program is discontinued for reasons attributable only to myself, I may be made to reimburse the Host Company for any/all the allowances, stipends, etc., which I may have received from them during and prior to the termination of my training program;

i. That in addition to my liability under section g and for the pre-termination of my training program provided for under section h hereof, I may be subjected further to disciplinary action in accordance with the school's student manual and/or be a ground for disqualification from graduation;

Signed on this 14 day of April, 2025.

RUSSON LAU WEI JIE
Signature over printed name of Student Trainee

WITH OUR CONSENT:

Signature over printed name of Parent/Guardian
(for minors only)

NOTED BY:

Adonar Ito
Printed Name and Signature of Practicum Adviser/ Coordinator

Jenny Anne B. Sarmiento
Head, City Human Resources Development Office
Printed Name and Signature of Host Company Representative