

**AGREEMENT FOR
THE POSITION OF SURVEY ASSISTANT**

This Agreement is made between the survey team for information collection for identification of the potential projects to generate voluntary carbon credits through afforestation and/or REDD+ in the Republic of Philippines, represented by Team Leader, **Mr. Yoji Mizuguchi, NIPPON KOEI CO., LTD.** (hereinafter referred to as "the Team") and **Mr. JOSE ADONES C. BERINGUELA, PHILKOEI INTERNATIONAL, INC.** (hereinafter referred to as "PKII"), upon the terms and conditions set forth hereunder.

1. Name, Position & Service: Nikole Andrei Louise B. Mallare / Survey Assistant (hereinafter referred to as Employee) The scope of service is described in Attachment hereto.
2. Agreement Period: The work shall be completed between 10 May to 31 May, 2023 (10 man-day within this agreement period)
3. Working Day and Hours Working day: Monday to Friday
Working hours: From 8:00 to 17:00 (8 hours excluding One (1) hour lunch time)
4. Overtime Under the survey project, no overtime work is expected.
5. Holidays Saturday, Sunday and National Holidays. However, the Employee may work on Saturday, Sunday or a national holiday upon the Team's request and the mutual agreement between the Team and the Employee.
6. Work Place: Manila: Home of the employee where the internet connection is stable, or the office of Philkoei International, Inc.

7. Remuneration:

Basic Daily Rate (Weekday)	Holiday Daily Rate	Per diem for working outside of Metro Manila	Communication Allowance for the agreement period (lump sum)
PHP 6,720	PHP 7,594	PHP 1,200	PHP 1000

The remuneration in the above table includes the 12% VAT.

8. Transportation The transportation expenses such as taxi fee from residence to airport and vice versa shall be reimbursable as per receipt(s).
9. Field Trip Air Fare and Hotel Accommodations on official travel outside Metro Manila shall be arranged and paid by the project. The field assignment shall be supported by the travel order which shall be duly approved by the Team Leader prior to the trip.
10. Payment Method: The amount of payment will be calculated on the basis of the actual assigned working-day in a month. PKII will submit an invoice to the Team within the first three (3) working days in the next month together with the filled-up forms of Working Record duly approved by the Team Leader/member together with supporting documents such as receipts, etc.

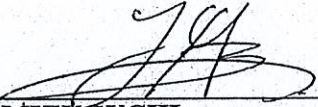
The payment shall be made in Philippine Peso (PHP) by way of telegraphic transfer to the account mentioned below within one (1) month from the date of the receipt of PKII's invoice. PKII shall confirm in advance the reliability of transferring to this account.

Bank Name : Mizuho Corporate Bank, Ltd.
Branch Name : Manila Branch
Account Name : Philkoei International Inc.
Account Number : F15 - 789 - 107207

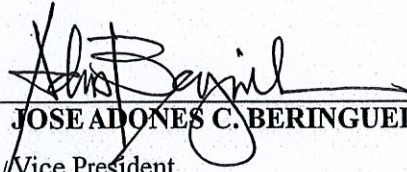
Bank Address : 26th Floor, Citibank Tower, Valero St. corner Villar St.,
Salcedo Village, Makati City Philippines

11. Confidentiality: The Employee shall not disclose any information in connection with this work and this Agreement to any person or entity without prior permission of the Employer.
12. Software license: The Employee shall use only licensed, or otherwise legally obtained computer software for the assignment described in Item 2 of this document. The licensed or legally obtained computer software used shall be procured or replaced by the Employer/ PKII at her/ its own cost.
13. Modification: The terms and conditions of this Agreement shall not be modified or extended except by an express agreement in writing between PKII and the Team.
14. Others Other conditions not specified herein shall be settled by mutual agreement of the parties hereto.

Date: 10th May, 2023


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Attachment: Scope of Service

Item	Service	Output	Deadline of submission
Interview survey	<p>Interviewee 1: NGOs/NPOs/companies</p> <ul style="list-style-type: none"> ➤ Prepare a list of the NGO/NPO/companies which have experience in afforestation, restoration of mangrove, and formulation of REDD+ projects (except following organizations: Kennemer Eco Solutions, Kennemer Foods International, Inc., Ecoplanet Bamboo Group, Alaya corporation) ➤ Arrange at least 6 online meetings with the organizations who have experience in afforestation project planning and implementation/ VCS project formulation (Questionnaire will be prepared by the partner Japanese consultant). ➤ Attend the meeting with a Japanese consultant and prepare memos of the meetings. <p>Interviewee 2: DENR/ relevant government authority</p> <ul style="list-style-type: none"> ➤ Arrange at least 2 meetings with FMB of DENR and other relevant authorities upon the request from a Japanese consultant (Questionnaire will be prepared by the partner Japanese consultant). ➤ Attend the meetings with the partner Japanese consultant and prepare memos of the meetings. 	<ol style="list-style-type: none"> 1. List of stakeholders using the form provided by the Client (form 1) 2. Memo of at least 6 meetings (form 2) with the interviewee 1 3. Memo of at least 2 meetings (form 2) with the interviewee 2 	<ol style="list-style-type: none"> 1. 12 May 2. 19 May 3. 26 May
Information collection	<ul style="list-style-type: none"> ➤ Collect documents/press/data related to carbon credit trades/afforestation/ mangrove restoration/etc. issued by the government authorities upon request from the partner Japanese consultant. 	<ol style="list-style-type: none"> 4. Documents/data collected and uploaded in a folder of google drive (link is to be shared) 	<ol style="list-style-type: none"> 4. 26 May