



## MEMORANDUM OF AGREEMENT

### KNOW ALL MEN BY THESE PRESENTS:

This MEMORANDUM OF AGREEMENT made and entered into by and between:

The **KALAWAG CENTRAL ELEMENTARY SCHOOL** with principal office address at **KALAWAG II, ISULAN, SULTAN KUDARAT**; represented by **RAZUL B. MACASAYON, Ed.D.**, its School Principal; hereinafter referred to as the **FIRST PARTY**;

The **SULTAN KUDARAT STATE UNIVERSITY**, a government institution of higher learning established under RA 9966, with principal office address at **KALAWAG II, ISULAN, SULTAN KUDARAT**, represented by its President, **SAMSON L. MOLAO, EdD.** and hereinafter referred to as the **SECOND PARTY**.

### WITNESSETH

**Whereas**, Sultan Kudarat State University, with vision as a trailblazer in arts, science and technology in the region and mission that the University shall primarily provide advance instruction and professional training in science and technology, agriculture, fisheries, education and other relevant fields of study. It shall also undertake research and extension services, and provide progressive leadership in its areas of specialization;

**Whereas**, **SKSU** as an academic institution is mandated to implement various projects and activities in the community to form part of their community extension program;

**Whereas**, the **FIRST PARTY**, the **KALAWAG CENTRAL ELEMENTARY SCHOOL** hereby allows the **UPDATING AND ENHANCEMENT** of the **ATTENDANCE MONITORING SYSTEM USING BIOMETRIC** OF **SULTAN KUDARAT STATE UNIVERSITY**, the **SECOND PARTY**; subject to the Policies, Procedures and Guidelines governing affiliation, exposure and extension services of faculty and students;

**Whereas**, the **SULTAN KUDARAT STATE UNIVERSITY** and **KALAWAG CENTRAL ELEMENTARY SCHOOL** agree to formalize the engagement through a Memorandum of Agreement that shall bind both towards implementing and monitoring of the **ATTENDANCE MONITORING SYSTEM USING BIOMETRIC**.

**NOW THEREFORE**, for and in consideration of the foregoing premises, mutual covenants and the terms and conditions herein set forth, the parties hereby agree as follows:

1. This Memorandum of Agreement sets forth the general terms and conditions of the cooperation between **SULTAN KUDARAT STATE UNIVERSITY** and **KALAWAG CENTRAL ELEMENTARY SCHOOL**. Both parties agree to joint efforts and maintain a close working relationship in order to ensure the successful conduct of various extension programs in **KALAWAG CENTRAL ELEMENTARY SCHOOL**.
2. That **SKSU** will extend and implement the various extension programs/services for education, engineering, information technology, industrial technology and others identified as needs of the community by the University Community Extension Services in full cooperation with the **KALAWAG CENTRAL ELEMENTARY SCHOOL**.
3. That **KALAWAG CENTRAL ELEMENTARY SCHOOL** shall ensure logistic support in the form of whatever available facilities and materials needed for the extension services to be more accessible to the end-users/clients/beneficiaries.
4. That **KALAWAG CENTRAL ELEMENTARY SCHOOL** shall ensure the participation of the constituents and recipients in the conduct of extension services.



5. That this memorandum of Agreement will take effect immediately after the signing of parties and shall expire from the time it is revoked or cancelled by mutual agreement of parties involve.

In witness hereof, the parties have set their hands this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ at Kalawag Central Elementary School, Isulan, Sultan Kudarat.

**KALAWAG CENTRAL SCHOOL**

by:

**RAZUL B. MACASAYON**  
Principal II, School Principal  
FIRST PARTY

**DENNIS B. FERNANDEZ**  
Teacher III, Faculty President

**HAZEL JOY F. LAGUIDAO**  
SPET I

**SULTAN KUDARAT STATE UNIVERSITY**

by:

**SAMSON L. MOLAO, EdD**  
SKSU President  
SECOND PARTY

SIGNED IN THE PRESENCE OF:

**ROSITA T. RIZALDO, PhD**  
Campus Extension Coordinator

**SIONY BRUNIO, PhD**  
Director, Extension Division

**MARY LYNN G. MAGBANUA, PhD**  
Campus Director, Isulan Campus Studies

**BENEDICT A. RABUT, DIT**  
Dean, College of Computer Studies

**ROMMEL LAGUMEN, PhD**  
Dean, College of Engineering

**ABRAHAM ACCAD, PhD**  
Dean, College of Industrial Technology

Republic of the Philippines  
Province of Sultan Kudarat

Before me, Notary Public this 01 FEB 2023 at TACURONG CITY, Sultan Kudarat, Philippines, personally appeared.

**RAZUL B. MACASAYON**  
**SAMSON L. MOLAO, EdD**

TIN NO.: 284-344-646  
TIN NO.: 180-053-090

Known to me to be the same persons who executed the foregoing instrument and knowledge to me that the same is their free act and deed.

This instrument consisting of two (2) pages including the page on which this acknowledgement is written and has been signed on each and every page thereof by the parties and their scaled with Notarial seal.

Witnesseth my hand and seal

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Page No.: 49  
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**ATTY. REMO Y. FLORES**  
Notary Public for Tacurong City  
and Province of Sultan Kudarat  
Commission No. 006-22 valid until December 31, 2024  
PTR No. 0141420 I.S. 2023/TIN 194-400-412-400  
Roll No. 45628/TBP Lifetime No. 016721  
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