

MEMORANDUM OF AGREEMENT

This **Agreement** made and entered into by and between:

CAVITE STATE UNIVERSITY – CARMONA CAMPUS, a state educational institution chartered under Republic Act. No. 8468; with campus located at Market Road, Carmona, Cavite, represented herein by its Campus Administrator, **CRISTINA M. SIGNO** and herein referred to as the **CvSU**;

- and -

JFS PRECISION TECHNOLOGY CORPORATION, a company/firm organized and existing under Philippine laws, with offices located at B2 L9 DAIICHI Industrial Park Special Economic Zone, Maguyam, Silang, Cavite 4118, represented by its Human Resources Manager, **DAVIE JOHN Y. CASTILLO**, and hereinafter referred to as the **Company**.

WITNESSETH

WHEREAS, the commitment of the University to provide quality education to its students so that they will become highly capable and productive individuals in the field of economics, management and development studies and communication, local government administration and entrepreneurship;

WHEREAS, one effective way to realize the commitment is to require the students to undertake worthwhile learning experiences outside of classroom situations which will reinforce the development of their technical and managerial skills;

WHEREAS, in the pursuit of its responsibility, the University through the Carmona Campus has included practicum as one of the course requirements in Bachelor of Science in Information Technology which will be conducted at JFS Precision Technology Corporation.

NOW THEREFORE, for and in consideration of the foregoing premises, the parties hereby agree and stipulate the following:

1. The parties shall arrange for the practicum of **Bachelor of Science in Information Technology** for a total of 200 hours;
2. The inclusive training period will be from June 17, 2019 to July 26, 2019 or until 200 hours is fulfilled.
3. The University, through its designated Professor/Instructor regarding the student's assignments;
 - 3.1 Initiate the negotiation with the preferred firm and request the latter the practicum activities of the students;
 - 3.2 Coordinate with the Professor/Instructor regarding the student's assignments;
 - 3.3 Monitor the progress of the students by conducting regular visits to the firm; and
4. The firm/agency through its designated supervisor, on the other hand, shall assume the following obligations and/or responsibilities;

- 4.1 Conduct comprehensive orientation to the students about the firm;
- 4.2 Help the trainees prepare their plan of activities and closely supervise them in undertaking their activities;
- 4.3 Provide students concerned access to the firm's record and documents it deemed necessary that are vital to the conduct of their studies; and
- 4.4 Periodically evaluate the students' performance using the following criteria:

Quality of work	20%
Quantity of work	20%
Attitude towards work	20%
Attendance and punctuality	15%
Initiative and Innovativeness	15%
Human relations	10%

5. The firm shall not be liable to the trainees for any fortuitous event that may happen during the course of their training.

This **Agreement** takes effect immediately upon approval of the parties concerned and should continue to be in effect until amended/repealed by mutual written consent of both parties at least 15 working days prior to termination, provided that such termination should not be within the training period.

IN WITNESS WHEREOF, the parties here signed the Agreement this ____ day of _____ in Carmona, Cavite.

CAVITE STATE UNIVERSITY:

COMPANY:

CRISTINA M. SIGNO
Campus Administrator

DAVIE JOHN Y. CASTILLO
Human Resources Manager

SIGNED IN THE PRESENCE OF:

REGENE G. HERNANDEZ
Chair, Department of Industrial and
Information Technology

ROSALY A. CASTRO
Production Staff

ACKNOWLEDGEMENT

Republic of the Philippines)
Province of Cavite) **S.S.**

BEFORE ME, a Notary Public, the following persons personally appeared on this ____th day
of _____ at Carmona, Cavite:

Name	ID Number	Date and Place Issued
DAVIE JOHN Y. CASTILLO	_____	_____
CRISTINA M. SIGNO	_____	_____

Known to me to be the same persons who executed this Agreement and they acknowledged
to me that the same is their free and voluntarily act deed.

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