

AMENDMENT TO CONTRACT OF SERVICE

KNOW ALL MEN BY THESE PRESENTS:


This amendment to the Contract of Service between the DEPARTMENT OF SCIENCE AND TECHNOLOGY (DOST) – Financial and Management Services, Office of the Assistant Secretary for FLA represented by **ATTY. EMMANUEL S. GALVEZ**, in his capacity as Assistant Secretary, herein referred as the “**FIRST PARTY**”, and **ERL BRIAN T. BALUCAN**, of legal age, Filipino, with residence address at Blk. 03 Lot 29 Zone 1 Brgy. Sampaloc IV, Dasmariñas City, Cavite, Philippines, hereinafter referred to as the “**SECOND PARTY**”, shall form part of the Contract of Service executed on _____, and duly notarized under Doc. No. _____, Page No. _____, Series of 2017.

To conform to DOST Special Order No. 445 Series of 2017 [New Prescribed Salary Rates for the DOST Grant-in-Aid (GIA) Personnel] issued on June 16, 2017, respectively as well as auditing rules and regulations, the provision on Section 7 is hereby amended by the provision herein set forth:


“That the SECOND PARTY is hereby contracted as **PROJECT OFFICER I** from 04 January to December 31, 2017, in consideration of a monthly salary of P51,900.00;” chargeable against the funds of the DOST-GIA Project “*Support to the Management of the DOST R&D and GIA Program*”.

Done on this _____ day of _____ 2017 at the Department of Science and Technology, Bicutan, Taguig City.

FIRST PARTY


ATTY. EMMANUEL S. GALVEZ
Assistant Secretary for FLA

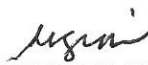
SECOND PARTY


ERL BRIAN T. BALUCAN
Project Officer I

Signed in the presence of:


ARMELA K. RAZO
Chief, Special Projects Division

Certified Funds Available:


HELEN V. GIANAN
Chief, Accounting Division

02-2017-07-0996
date 7/4/2017

ACKNOWLEDGMENT

REPUBLIC OF THE PHILIPPINES)
_____) S.S.

Armel K. Raz
ARMELA K. RAZ
Witness

BEFORE ME, a notary public for and in the above jurisdiction, personally appeared the following:

NAME
ISSUED

GID NO.

DATE/PLACE

ATTY. EMMANUEL S. GALVEZ NIL-82-037891

ERL BRIAN T. BALUCAN

PRC # 0163647

5/29/2015

Known to me to be the same persons who executed the foregoing instrument and acknowledged to me that the same is their own free will and voluntary act and deed.

This instrument consists of two (2) pages including this page wherein this Acknowledgement is written, and is signed by the parties and their instrumental witnesses on each and every page hereof.

Brian T. Balucan
ERL BRIAN T. BALUCAN
Second Party

WITNESS MY HAND AND SEAL, this JUL 07 2017 day of _____ 2017 at _____, Philippines.

Doc. No. 404
Page No. 12
Book No. XV
Series of 2017

Marion Ivy de la Cruz-Decena
ATTY. MARION IVY DE LA CRUZ-DECENA
NOTARY PUBLIC
For the Cities of Pasig; San Juan; Pateros & Taguig
Appointment No. 46 (2016-2017)
DOST-TAPI, Gen. Santos Ave., Bicutan, Taguig City
Roll of Attorneys 52998
PTR No. A-2608924; 01 / 03 / 17; Taguig City
IBP No. 1054349; 12 / 12 / 16; Pasig City

Emmanuel S. Galvez
ATTY. EMMANUEL S. GALVEZ
First Party

CONTRACT OF SERVICE

KNOW ALL MEN BY THESE PRESENTS:

This contract made and entered by and between:

DEPARTMENT OF SCIENCE AND TECHNOLOGY, with office address at Gen. Santos Avenue, Bicutan, Taguig, City, herein represented by ATTY. EMMANUEL S. GALVEZ, Assistant Secretary for FALA, hereinafter referred to as the "First Party";

-and-

ERL BRIAN T. BALUCAN, of legal age, Filipino and with residence/office at Blk. 3 Lot 29 Brgy. Sampaloc IV, Dasmariñas City, Cavite hereinafter referred to as "Second Party";

-WITNESSETH-

1. That the First Party is in need of the services of the Second Party who shall perform work that can no longer be covered by the regular personnel of the First Party, considering the continuous increase in the DOST-GIA budget that resulted voluminous transactions handle by DOST-FMS.
2. That the First Party has not been granted additional plantilla positions for DOST-FMS despite its consistent request from DBM;
3. That the Second Party has signified his/her intention, to which the First Party has accepted, to provide the service needed by the latter;
4. That the Second Party hereby possesses the education, experience and skills required to perform the job as described herein;
5. That the Second Party hereby attests that he/she is not related within the third degree of consanguinity or affinity to the: 1) hiring authority and/or 2) representative of the First Party; that he/she has not been previously dismissed from government service by reason of an administrative offense; that he/she has not already reached the compulsory retirement age of sixty-five (65);
6. That to enable DOST-FMS to cope with the increasing workload, the Second Party is necessary to perform administrative and technical functions side by side with the regular personnels of DOST-FMS;
7. That in view hereof, the Second Party is hereby contracted as a PROJECT OFFICER I for the period from January 4 – December 31, 2017 in consideration of Five Hundred Seventy Two Thousand Six Hundred Fifty Nine and Twenty Centavos (572,659.20) or a monthly rate of Forty Seven Thousand Seven Hundred Twenty One and Sixty Centavos (P47,721.60);

ROBERT PAULO T. LUMBATAN
Witness

ERL BRIAN T. BALUCAN
Second Party

ATTY. EMMANUEL S. GALVEZ
First Party

8. That as a PROJECT OFFICER I, the Second Party is expected to perform the following functions towards the implementation and completion of the Project:
- Maintains a database of reconciled records on Property, Plant and equipment purchased under Grants-In-Aid
 - Coordinates with various agencies and officials/concerned personnel involved in DOST-GIA programs/projects
 - Assists in the preparation of correspondence and reports on DOST-GIA projects and follows-up action of concerned DOST Offices/Agencies
 - Provides technical assistance and other services whenever needed and perform other tasks that may be assigned
9. That the Second Party shall perform work at a time and schedule to be agreed upon by both parties;
10. That it is understood that this contract does not create an employer-employee relationship between the First Party and the Second Party, that the services rendered hereunder are not considered as government service; and that the latter is not entitled to the benefits enjoyed by the regular personnel of the First Party.


IN WITNESS WHEREOF, both parties have hereunto set their hands this ____ day of 2017 at the Department of Science and Technology (DOST).

DEPARTMENT OF SCIENCE AND TECHNOLOGY
First Party

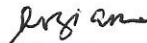

ERL BRIAN T. BALUCAN
Second Party

By: 
ATTY. EMMANUEL S. GALVEZ
Representative

Signed in the presence of:


ROBERT PAULO T. LUMBATAN
OIC, FMS

Certified funds available:


HELEN V. GIANAN
Chief, Accounting Division

ROBERT PAULO T. LUMBATAN
Witness

ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES
CITY OF MANILA S.S.

BEFORE ME, a Notary Public for and in the above jurisdiction, personally appeared the following:

NAME	COM. TAX CERT. NO.	DATE/PLACE ISSUED
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ATTY. EMMANUEL S. GALVEZ

ERL BRIAN T. BALUCAN

PRC# 0163647

5/29/2015

Known to me to be the same persons who executed the foregoing instrument and acknowledged to me that the same is their own free will and voluntary act and deed.

This instrument consists of three (3) pages including this page wherein this Acknowledgment is written, and is signed by the parties and their instrumental witnesses on each and every page hereof.

JAN 11 2017

WITNESS MY HAND AND SEAL, this _____ day of _____ 2017
at **CITY OF MANILA**, Philippines.

Doc. No. 436
Page No. 94
Book No. 537
Series of 200 15

ATTY. ARWIN JUCO SINAGUIAN
NOTARY PUBLIC
UNTIL DECEMBER 31, 2017
TIN NO. 103-631-220
PTR NO. 5945288
ISSUED MANILA ON DEC. 6, 2016

ATTY. EMMANUEL S. GALVEZ
First Party