

Republic of the Philippines
Province of Cagayan
TUGUEGARAO CITY

NINTH CITY COUNCIL

COMMITTEE REPORT NO. 40-2025

February 4, 2025

Submitted by:

COMMITTEE ON EDUCATION

PRESENT:

HON. ARNEL T. ARUGAY	- Chairman
HON. MARIA ROSARIO B. SORIANO	- Vice Chairman (via zoom)
HON. IMOGEN CLAIRE M. CALLANGAN	- Member (via zoom)
HON. GRACE B. ARAGO	- Member (via zoom)

RESOURCE PERSONS:

MR. DOMINIC BAGGAYAN	- LYDO Head
MS. JENNIFER SUYU	- UCV Representative

GUEST:

HON. RESTITUTO C. RAMIREZ	- City Councilor
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FOR THE PRESIDING OFFICER:

The committee met and deliberated on the referral:

SUBJECT:

Indorsement of the City Mayor, Hon. Maila Rosario S. Ting-Que, on the draft Memorandum of Agreement between the Tuguegarao City Government and University of Cagayan Valley relative to the On-the-Job Training of its Bachelor of Science in Business Administration (Financial Management)

FINDINGS:

1. Hon. Maila Rosario S. Ting-Que indorsed to the Ninth City Council the Memorandum of Agreement between the Tuguegarao City Government and the University of Cagayan Valley relative to the On-the-Job Training of its Bachelor of Science in Business Administration (Financial Management).
2. The University of Cagayan Valley is offering On-the-Job Training Program to Bachelor of Science in Business Administration student who will undergo industry exposure prior to graduation in order to become adequately familiar with the actual industrial operations and management, thereby augmenting their formal training.

3. There shall be a total of five (5) students who shall undergo 300 hours On-the-Job Training and shall be deployed at City Treasurer's Office and City Mayor's Office.
4. The On-the-Job Training of the said students will start right after the approval of the said Memorandum of Agreement (MOA) by the Ninth City Council.

RECOMMENDATION:

Finding the terms and conditions of the Memorandum of Agreement to be in order and beneficial to the constituents of Tuguegarao City particularly the students concerned, the committee recommends the approval of Memorandum of Agreement between the Tuguegarao City Government and University of Cagayan Valley relative to the On-the-Job Training of its Bachelor of Science in Business Administration (Financial Management) and authorize the City Mayor, Hon. Maila Rosario S. Ting-Que, to sign for and on behalf of the Tuguegarao City Government the said Memorandum of Agreement.

Respectfully submitted:



HON. ARNEL T. ARUGAY
Chairman



HON. MARIA ROSARIO B. SORIANO
Vice Chairman



HON. IMOGEN CLAIRE M. CALLANGAN
Member



HON. GRACE B. ARAGO
Member

**DRAFT RESOLUTION APPROVING THE MEMORANDUM OF AGREEMENT (MOA)
BETWEEN THE TUGUEGARAO CITY GOVERNMENT WITH THE UNIVERSITY OF
CAGAYAN VALLEY FOR THE ON-THE-JOB TRAINING OF BACHELOR OF
SCIENCE IN BUSINESS ADMINISTRATION (FINANCIAL MANAGEMENT)
STUDENTS AND GRANTING AUTHORITY TO THE CITY MAYOR, HON. MAILA
ROSARIO S. TING-QUE, TO SIGN FOR AND ON BEHALF OF THE TUGUEGARAO
CITY GOVERNMENT THE SAID MOA**

WHEREAS, Section 22(c) of Republic Act No. 7160, otherwise known as the Local Government Code, grants the power to the Local Chief Executive to enter into contracts on behalf of the local government unit with prior authorization by the sangguniang panlungsod;

WHEREAS, in support to the endeavors of students studying in any school or university in Tuguegarao City, the Tuguegarao City Government allows students to undergo actual office experience in its different offices, thereby helping them put to practice their learnings in school;

WHEREAS, University of Cagayan Valley (UCV) has requested the Tuguegarao City Government for the on the job training of the following five (5) Bachelor of Science in Business Administration (BSBA) major in Financial Management as part of their curriculum:

- | | |
|-------------------|--------------------------|
| 1. Micah Arellano | 4. Francis John Santiago |
| 2. Ramcel David | 5. Derik Vidad |
| 3. Joylyn Ignacio | |

WHEREAS, it is necessary for University of Cagayan Valley to enter into a Memorandum of Agreement (MOA) with the Tuguegarao City Government to make the MOA legally binding;

WHEREAS, there shall be a total of five (5) students who shall undergo 300 hours On-the-Job Training and shall be deployed at City Treasurer's Office and City Mayor's Office;

WHEREAS, the City Mayor, Hon. Maila Rosario S. Ting-Que, requested the Ninth City Council to grant her an authority to sign for and on behalf of the Tuguegarao City Government the said MOA;

WHEREAS, after a deliberation in a committee meeting held for the said purpose, the Committee on Education found the request to be in order and beneficial to the concerned students;

WHEREAS, after the approval of the concomitant committee report, the Ninth City Council during their 125th Regular Session held on February 11, 2025 deemed it proper and necessary to approve the herein resolution.

NOW, THEREFORE, RESOLVE as it is hereby **RESOLVED** to approve the Memorandum of Agreement (MOA) between the Tuguegarao City Government and University of Cagayan Valley for the on-the-job training of Bachelor of Science in Business Administration (Financial Management) students and to grant authority to the City Mayor, Hon. Maila Rosario S. Ting-Que, to sign for and on behalf of the Tuguegarao City Government the said MOA.

RESOLVED FURTHER, to furnish a copy of this Resolution to University of Cagayan Valley, for information and proper action.

ON-THE-JOB TRAINING MEMORANDUM OF AGREEMENT

KNOW ME BY THESE PRESENTS:

This Memorandum of Agreement is made and entered into between and by and between]

This ON-THE-JOB TRAINING AGREEMENT made and executed this _____ day of _____, 2025 at Tuguegarao City, Cagayan, Philippines by;

UNIVERSITY OF CAGAYAN VALLEY(formerly Cagayan Colleges Tuguegarao) an educational institution created by and under the laws of the Republic of the Philippines with principal office at Balzain Highway, Tuguegarao City, Cagayan, Philippines represented herein by **ESTHER SUSAN N, PEREZ-MARI, MSc-FM, MD, Ph.D.** in her capacity as President, who is duly authorized to represent in this transaction, hereinafter after referred to as the "**FIRST PARTY**",

-and-

LOCAL GOVERNMENT UNIT OF TUGUEGARAO CITY with an official address at Carig,Tuguegarao City, Cagayan represented herein by **HON. MAILA TING QUE** in her capacity as the City Mayor who is duly authorized to represent in this transaction hereinafter referred to as "**SECOND PARTY**",

WITNESSETH: that

WHEREAS, **FIRST PARTY** commits itself to total human development of its students by extending the facilitation of learning beyond the classroom environment through exposing them to real-world experience, especially in the fields/work areas where they will be required to apply knowledge and skills gained from their respective academic programs.

WHEREAS, **SECOND PARTY** is offering On the Job Training Program to Bachelor of Science in Business Administration students who will undergo industry exposure prior to graduation in order to become adequately familiar with the actual industrial operations and management, thereby augmenting their formal training;

WHEREAS, the **SECOND PARTY** agreed to accept students of **FIRST PARTY** as interns in support of its On-The-Job Training Program which aims to forge strong academe-industry linkage and complement existing course curricula to match industry demand;

NOW, THEREFORE, for and in consideration of the foregoing premises, **FIRST PARTY** and **SECOND PARTY** do hereby agree and stipulate the following:

The **FIRST PARTY** shall:

1. Recommend qualified students who will undergo the on-the-job program, taking into consideration the requirements of the **SECOND PARTY** in terms of qualifications and number of students.
2. Designate an OJT Adviser and its equivalent, who will be assigned with the following responsibilities:
 - a. Orientation of students about the rules, proper attitude and behavior inside the job-site particularly towards the employees;
 - b. Monitoring of attendance, activities, and performance of students during the training program in the **SECOND PARTY**;
 - c. Coordination of Training Program with the **SECOND PARTY**; and
 - d. Encoding of grades of the students during the appointed time.
3. Submit to the **SECOND PARTY** requisite documents required for this program (accomplished student liability waiver, notarized MOA). The waiver of the INTERN/OJT student and his/her respective parents shall be submitted to the **SECOND PARTY** prior to the commencement of the training.
4. Conduct an initial visit/inspection of their partner Host Training Establishment and representative office to ensure the safety of the students.
5. Conduct a monitoring visit in the middle of the on-the-job training program.

C. Duration

This MOA shall take effect immediately upon the signing hereof and shall continue thereafter for a period of Forty (40) Working Days, provided however that any provision of this agreement may be amended by written consent by both parties herein and provided further that the **SECOND PARTY** and **FIRST PARTY** reserves the right to withdraw its participation in the agreement upon written notice.

Whereas the following Bachelor of Science in Business Administration students will undergo Three Hundred (300) hours of the On-the-Job Training (OJT) at **LOCAL GOVERNMENT UNIT OF TUGUEGARAO CITY**, Carig Sur, Tuguegarao City, Cagayan from February 2025 to April 2025:

NO	NAME	SEX
1.	Joylyn Ignacio	Female
2.	Micah Arellano	Female
3.	Ramcel David	Female
4.	Derick Vidad	Male
5.	Francis John Santiago	Male

IN WITNESS HEREOF, the parties hereto have signed this MOA on this ____ day of _____, 2025 in Tuguegarao City, Cagayan, Philippines.

FIRST PARTY:

SECOND PARTY:

ESTHER SUSAN N. PEREZ-MARI, MSc-FM, MD, Ph.D.
University President

HON. MAILA TING QUE
City Mayor

SIGNED IN THE PRESENCE OF:

FIRST PARTY REPRESENTATIVE

SECOND PARTY REPRESENTATIVE

JENNIFER F. SUYU
OJT Coordinator

HON. MAILA TING QUE
City Mayor

ACKNOWLEDGEMENT

Republic of the Philippines)
Province of Cagayan) s.s.
City of Tuguegarao)

BEFORE ME, a Notary Public for and in Tuguegarao City this ____day of _____, 2025 personally appeared:

NAME	ID/PASSPORT NO.	DATE/PLACED ISSUED
<u>JENNIFER F. SUYU</u>	<u>S1175-0604</u>	_____
_____	_____	_____