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Republic of the Philippines  
Province of Cagayan  
**TUGUEGARAO CITY**

**NINTH CITY COUNCIL**

**COMMITTEE REPORT NO. 62-2025**

February 20, 2025

**Submitted by:**

**COMMITTEE ON EDUCATION**

**PRESENT:**

<b>HON. ARNEL T. ARUGAY</b>	- Chairman
<b>HON. IMOGEN CLAIRE M. CALLANGAN</b>	- Member (via zoom)
<b>HON. GRACE B. ARAGO</b>	- Member (via zoom)
<b>HON. CERENE PEARL T. QUILANG</b>	- Member

**RESOURCE PERSONS:**

<b>MR. DOMINIC BAGGAYAN</b>	- LYDO Head
<b>MS. VILMA VILLALUZ</b>	-CSU Andrews Campus Representative

**GUEST:**

<b>HON. TIRSO V. MANGADA</b>	- 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 Cagayan State University –Andrews Campus relative to the On-the Job Training of its Bachelor of Science in Public Health students

**FINDINGS:**

1. Hon. Maila Rosario S. Ting-Que indorsed to the Ninth City Council the Memorandum of Agreement between the Tuguegarao City Government and Cagayan State University – Andrews Campus relative to the On-the Job Training of its Bachelor of Science in Public Health students.
2. There shall be seventy-three (73) students who shall undergo 96 hours On-the-Job Training and will be deployed at City Health Office and Barangay Station.

3. The Cagayan State University –Andrews Campus shall pay the internship Fee of P80.00 per student.
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 Cagayan State University –Andrews Campus relative to the On-the Job Training of its Bachelor of Science in Public Health students 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. IMOGEN CLAIRE M. CALLANGAN**  
Member

  
**HON. GRACE B. ARAGO**  
Member

  
**HON. CERENE PEARL T. QUILANG**  
Member

**DRAFT RESOLUTION APPROVING THE MEMORANDUM OF AGREEMENT (MOA) BETWEEN THE TUGUEGARAO CITY GOVERNMENT AND THE CAGAYAN STATE UNIVERSITY (CSU) – ANDREWS CAMPUS FOR THE ON-THE-JOB TRAINING OF BACHELOR OF SCIENCE IN PUBLIC HEALTH (BSPH) 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 Allied Health Courses in any school or university in Tuguegarao City, the Tuguegarao City Government allows students to undergo actual clinical experience at City Health Office, thereby helping them put to practice their learnings in school;

**WHEREAS**, the Cagayan State University (CSU) – Andrews Campus has requested the Tuguegarao City Government for the On-the-Job Training of its Bachelor of Science in Public Health as part of their curriculum;

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

**WHEREAS**, there shall be seventy-three (73) students who shall undergo 96 hours On-the-Job Training and will be deployed at City Health Office and Barangay Station;

**WHEREAS**, the City Mayor, Hon. Maila Rosario S. Ting-Que indorsed to the Ninth City Council the above-stated MOA and requested for 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 127<sup>th</sup> Regular Session held on February 25, 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 the Cagayan State University (CSU) – Andrews Campus for the On-the-Job Training of Bachelor of Science in Public Health students and 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 the Cagayan State University (CSU) – Andrews Campus for information and proper action.



## MEMORANDUM OF AGREEMENT

### KNOWN ALL MEN BY THESE PRESENTS:

This Memorandum of Agreement made and entered into by and between:

**LOCAL GOVERNMENT UNIT OF TUGUEGARAO**, a Local Government Unit duly constituted under existing laws of the Republic and with principal office at Tuguegarao City Cagayan, Philippines, herein represented by its, **City Mayor, Hon. MAILA ROSARIO S. TING-QUE** hereinafter referred to as the "FIRST PARTY"

-and-

**CAGAYAN STATE UNIVERSITY - ANDREWS CAMPUS**, a -higher educational institution created by virtue of Presidential Decree No. 1436 and operating under the laws of the Republic of the Philippines, with principal address at Andrews Campus, Caritan Sur, Tuguegarao City, Cagayan 3500, duly represented by its **Officer-in-Charge, Office of University President, ARTHUR G. IBÁÑEZ, PhD, ASEAN ENGR.**, herein referred to as the "SECOND PARTY"

### WITNESSETH:

**WHEREAS**, the **FIRST PARTY** manages the City Health Office and influences the operation of Barangay Health Station's facilities and structures strategically located within Tuguegarao City, Province of Cagayan;

**WHEREAS**, as a matter of policy and prevailing rules and regulations, the **FIRST PARTY** will be utilizing the City Health Office, Barangay Health Stations and its corresponding facilities and structure to afford Bachelor of Science in Public Health students and as NC II Elderly Care Training participants with on-the-job training (OJT), and agrees to affiliate with the **FIRST PARTY**; to fulfill their academic requirements for the completion of their course preparatory to the practice of their profession;

**WHEREAS**, the **SECOND PARTY** has expressed its desire to avail of the health facilities and structures managed by the **FIRST PARTY** for the proper training of its Bachelor of Science in Public Health students, and as NC II Elderly Care Training participants with on-the-job training (OJT), and agrees to affiliate with the **FIRST PARTY**; and agrees to affiliate with the **FIRST PARTY**;

**NOW, THEREFORE**, for in consideration of the foregoing premises and of the mutual covenants and stipulations hereinafter set forth, the parties have agreed as follows:

#### 1. Responsibilities of the FIRST PARTY:

- a. Provide maximum opportunity for Bachelor of Science in Public Health students and as NC II Elderly Care Training participants with on-the-job training (OJT), **FIRST PARTY**; to gain experience and training in the admission section, examining room, consultation room, laboratory and barangay health stations where they shall be assigned and other facilities as warranted;
- b. Permit the attendance or participation of Bachelor of Science in Public Health students as NC II Elderly Care Training participants with on-the-job training (OJT), to activities of the City Health

Office like clinical conferences and other specific health professional programs of the health centers;

c. Enforce rules and regulations regarding the admissions, supervision and training of Bachelor of Science in Public Health students and as NC II Elderly Care Training participants with on-the-job training (OJT), as prescribed by the **FIRST PARTY** through its authorized body. The City Health Officer as the Chief Administrator of the **FIRST PARTY** shall have the right to terminate the affiliation of any Bachelor of Science in Public Health students and as NC II Elderly Care Training participants with on-the-job training (OJT), who fails to comply with the policies and rules and regulations of the agency, or those who commit acts or errors detrimental to the health and safety and welfare of the patients, clients or personnel of any of the health facilities managed/supervise by the **FIRST PARTY**; The termination of student interns from the internship program shall only be implemented for just cause. In such cases, due process must be strictly observed to ensure fairness and compliance with applicable policies and regulations.

d. The **FIRST PARTY** shall provide Bachelor of Science in Public Health students and as NC II Elderly Care Training participants with on-the-job training (OJT), of the **SECOND PARTY**, whose names appear in the list of students, copy of which is attached hereto and forms an integral part of this Agreement as ANNEX "A", one (1) area within the health office for the clinical rotation plan for the affiliating students and which be an integral part of the necessary Related Learning Experience;

e. To ensure the safety of CSU representative during the implementation of this MOA within its jurisdiction

## **2. Responsibilities of the SECOND PARTY**

a. Provide the **FIRST PARTY** with pre-affiliation academic records, health clearance and security clearances for each Bachelor of Science in Public Health students as NC II Elderly Care Training participants with on-the-job training (OJT),

b. Submit to the **FIRST PARTY** a certified list of Bachelor of Science in Public Health students as NC II Elderly Care Training participants with on-the-job training (OJT), and the clinical areas where they are to undergo training;

c. Provide qualified Clinical Instructor, in the premises of the City Health Office/ Barangay Health Station to monitor and evaluate the Bachelor of Science in Public Health students as NC II Elderly Care Training participants with on-the-job training (OJT), performance in the entire period of Related Learning Experience;

d. Coordinate with the City Health Officer and the Public Health Nurse or any of its duly assigned personnel of the health center regarding the rotation of assignments, training and discipline of students, special holidays, convocations and other allied matters

e. Prepare the interns to be highly employable in their institution & become priority applicants for hiring Public Health Practitioners.

## **3. Limitations of Interns:**

a. The ratio of Clinical Instructor to students in the CHO is one is to eleven (1:11 students) per group;

b. To expedite learning experiences, at least six (6) students can be assigned in the City Health Office and five to six (5-6) students in the Barangay Health Station at one time. Rotations should be made with reference to the schedule prepared by the Clinical Instructors and approved by the City Health Officer.

c. The deployment of student affiliates shall be governed by the following guidelines:



- i. The **SECOND PARTY** submits a request to the City Mayor of Tuguegarao and the City Health Officer for the rotation of its student. The request shall contain the name of the students to be assigned at a specific area and the duration of the rotation and/or assignment.
- ii. The **City Health Officer** approves the same and issues a Rotation Plan for the Bachelor of Science in Public Health students as NC II Elderly Care Training participants with on-the-job training (OJT), affiliate indicating the names and the duration of their stay in a given area of assignment.
- d. In no case shall the **City Health Officer** allow the deployment of affiliate Bachelor of Science in Public Health students as NC II Elderly Care Training participants with on-the-job training (OJT), without an approved Rotation Plan.

#### **4. Financial Assistance**

a. In line with the policies and programs of the **FIRST PARTY** on sustainability and revenue generation, each affiliating Bachelor of Science in Public Health students shall pay, by way of **INTERNSHIP FEE**, the amount of eighty pesos (P 80.00) per student for the entire course of assignment or deployment (**1 month**) to the cashier's office of the **SECOND PARTY**.

b. The payment shall be made to the **FIRST PARTY** upon issuance of **statement of accounts (SOA)** to the **SECOND PARTY**

#### **5. Duration of this Agreement:**

This agreement shall be effective from the date of its execution hereof until the end of the current academic year, renewable every year, thereafter, subject to such terms and conditions that both parties may mutually agree on.

This agreement may be revoked or terminated within the said period subject to reasonable notice or respond.

#### **6. General Policies:**

a. In no case that the interest and welfare of the patients be subordinated to the conduct of training and affiliation;

b. The **FIRST PARTY**, through its duly designated City Health Office Official may require the Bachelor of Science in Public Health students affiliates to wear proper uniform, wear school ID with identifications tag, sign attendance sheets, submit reports and perform such other duties and responsibilities which the **FIRST PARTY** or its duly designated City Health Office Official may deem necessary in accordance with clinical focus for the proper and effective monitoring of attendance, behavior and performance of students;

c. Each party, namely, the student/s, the Institution and the host training establishment, shall answer for losses and damages arising from any accident, act or omission, directly attributable to its fault or negligence, which may cause death or bodily injury to a person, or loss of damages to property, by or on account of the performance of the respective obligations by the parties under this agreement.

d. No amendment, modification or alteration of the provisions of this agreement shall be binding on the parties hereto, unless done in writing duly signed by both parties and approved by the proper authorities.

#### **7. Severability Clause:**

In any portion or provision of this Act are declared void or unconstitutional, the remaining portions or provisions thereof shall not be affected by such declaration

#### **8. Data Privacy**

All information whether personal or sensitive that will come to the knowledge of the parties, its employees, personnel, and staff as a result of this Agreement or by any other means shall be deemed confidential and shall be processed and protected at all times in accordance with Republic Act No. 10173 (Data Privacy Act of 2012).

All of these matters are classified as confidential in nature and propriety to the **FIRST PARTY** and the intern hereby cannot, appropriate to his/her own, use, copy or transfer and undertake to prevent transfer of such information by any means to any party outside of the **FIRST PARTY** without the knowledge and written consent of the **FIRST PARTY**, the client or patient, or by order of the court.

Any personal and/or sensitive personal information breach shall be communicated immediately to the **FIRST PARTY** for appropriate action within 48 hours from knowledge or occurrence of the breach. Each Party, its employees, personnel and staffs understand that any breach or violations of any provisions of the Data Privacy Act, shall make him/her liable criminally, administratively, and civilly. Each intern shall be required to sign a confidentiality undertaking which shall form part of this Agreement.

## **9. Effectivity and Termination**

This agreement shall take effect upon approval by both parties and shall be binding for a period of 3 years, unless earlier terminated, revoked, extended, or renewed by the written mutual agreement of both parties

**Tuguegarao City of Cagayan, March 3 to July 31, 2025**

**Hon. MAILA ROSARIO S. TING-QUE**  
City Mayor  
Tuguegarao City

**DR. ARTHUR G. IBÁÑEZ, ASEAN ENGR.**  
OIC President  
Cagayan State University` +

Witnesses:

Witnesses:

**ROBIN ZINGPAN, MD**  
City Health Officer  
Tuguegarao City, Cagayan

**Atty. CARLA MARIE L. SUMIGAD, CPA**  
Campus Executive Officer- CSU-Andrews

**JULIUS T. CAPILI, RMT, MPH, PhD, DPASMAP**  
College Dean

**VILMA T. VILLALUZ, RM, MPH**  
Program Coordinator, Public Health

Acknowledgement

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

BEFORE ME, a Notary Public at City of Tuguegarao, Cagayan, Philippines, personally appeared:

Name	CTC No.	Date Issued	Placed Issued
1. Hon. MAILA ROSARIO S. TING-QUE	_____	_____	_____
2. DR. ARTHUR G. IBAÑEZ, ASEAN ENGR.	_____	_____	_____

Known to me and to me known to be the same persons who executed the foregoing instrument, and that they acknowledged to me that the same is their free and voluntary act and deed the institution they respectively represent.

This agreement, consisting of five (5) pages, including the page on which this acknowledgement is written, has been signed on the left margin of each of every page thereof by parties and their witnesses and sealed with my notarial seal and refers to a Memorandum of Agreement of Affiliation of public health students from Cagayan State University, Andrews Campus who will train at the institutions of the **FIRST PARTY**.

WITNESS MY HAND AND SEAL on the date \_\_\_\_\_ and  
place \_\_\_\_\_ above written.

Doc. No. \_\_\_\_\_  
Page No. \_\_\_\_\_  
Book No. \_\_\_\_\_





**COLLEGE OF ALLIED HEALTH SCIENCES**

**List of Students:**

1. Baquiran, Mary Rose
2. Reduca, Florida E.
3. Salud, Jessa B.
4. Salvador, Prince Anthony E.
5. Singun, Lhormie Pia Marie C
6. Tumpalan, Jhunrick
7. Taruc, Janine Rhea A.
8. Ugalino, Zhania Nicole J.
9. Unite, Vince Jt C.
10. Viernes, Lovely M.
11. Adduru, Angelyn C.
12. Agtarap Edrienne Gwyneth D.
13. Aguinaldo, Ruth B.
14. Allam, Nicolle Joi S.
15. Ardiles, Angelina B
16. Atibo, Princess B
17. Baccay, Christelyn Faith M.
18. Baligod, Leamara T.
19. Adduru, Angelyn C.
20. Agtarap Edrienne Gwyneth D.
21. Aguinaldo, Ruth B.
22. Allam, Nicolle Joi S.
23. Ardiles, Angelina B
24. Atibo, Princess B
25. Baccay, Christelyn Faith M.
26. Baligod, Leamara T.
27. Duran, John Lambert B.
28. Felipe, Jean Maria T.
29. Florentino, Ma. Lehy P.
30. Gannaban, Janykah L.
31. Gonzales, Hanah Marie R.
32. Guingab, Lea Jamille M.
33. Lacambra, Marie Jesusa D.
34. Ligan, Sunshine U.
35. Maasin, Lhanie Rose
36. Duran, John Lambert B.
37. Felipe, Jean Maria T.
38. Florentino, Ma. Lehy P.
39. Gannaban, Janykah L.
40. Gonzales, Hanah Marie R.
41. Guingab, Lea Jamille M.
42. Lacambra, Marie Jesusa D.
43. Ligan, Sunshine U.
44. Maasin, Lhanie Rose
45. Duran, John Lambert B.
46. Felipe, Jean Maria T.
47. Florentino, Ma. Lehy P.
48. Gannaban, Janykah L.
49. Gonzales, Hanah Marie R.
50. Guingab, Lea Jamille M.
51. Lacambra, Marie Jesusa D.
52. Ligan, Sunshine U.
53. Maasin, Lhanie Rose
54. Agno, Diana Rose S.
55. Ancheta Cristine O.
56. Apuyan, Ma. Cristine E
57. Ayoba, Mary Joyce C.
58. Baligod, Hazel Ann D
59. Balisi, Angel Simeona Mae P.
60. Balubal, Aldwin T.
61. Bandola, Rinnah Keziah M.
62. Benito, Sheinah Mhae N.
63. Blancad, Annie Babe De Mata
64. Agno, Diana Rose S.
65. Ancheta Cristine O.
66. Apuyan, Ma. Cristine E
67. Ayoba, Mary Joyce C.
68. Baligod, Hazel Ann D
69. Balisi, Angel Simeona Mae P.
70. Balubal, Aldwin T.
71. Bandola, Rinnah Keziah M.
72. Benito, Sheinah Mhae N.
73. Blancad, Annie Babe De Mata