

Republic of the Philippines
Province of Cagayan
TUGUEGARAO CITY

NINTH CITY COUNCIL

COMMITTEE REPORT NO. 118-2024

April 02, 2024

Submitted by:

COMMITTEE ON EDUCATION

PRESENT:

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

RESOURCE PERSONS:

MR. DOMINIC B. BAGGAYAN	- LYDO Head
MR. HEHERSON ALBANO.	- Isabela State University Representative

FOR THE PRESIDING OFFICER:

The committee met and deliberated on the referral:

SUBJECT:

Indorsement of the City Mayor, Hon. Maila Rosario S. Ting-Que, requesting for an authority to represent, enter and sign for and on behalf of the City Local Government Unit of Tuguegarao the Memorandum of Agreement with Isabela State University relative to the practicum of identified students.

FINDINGS:

1. Hon. Maila Rosario S. Ting-Que indorsed to the Ninth City Council the request for an authority to represent, enter and sign for and on behalf of the City Local Government Unit of Tuguegarao the Memorandum of Agreement with Isabela State University relative to the practicum of identified students.
2. Students of the College of Computing Studies, Information and Communication Technology of Isabela State University are required to undergo and complete their On-the-Job Training as one of the requirements for their graduation for the Degree Bachelor of Science in Information Technology.
3. Isabela State University has requested the Tuguegarao City Government for the practicum of its eleven (11) on-the-job trainee-students who will be deployed at the City Environment and Natural Resources Office (CENRO), Tuguegarao City Information Office (TCIO) and City Social Welfare Development Office (CSWDO) and who shall render a total of 486 hours.

4. The copy of the matrix list of students who will undergo the said On-the-Job Training was furnished to the committee.
5. The On-the -Job Training of the students will start after the approval of the herein Memorandum of Agreement (MOA) by the Ninth City Council.

RECOMMENDATION:

Finding the terms and conditions of the Memorandum of Agreement (MOA) to be in order and beneficial to the constituents of Tuguegarao City particularly to the students concerned, the committee recommends the approval of the Memorandum of Agreement between the Tuguegarao City Government and Isabela State University relative to the practicum of identified students and authorizing the City Mayor, Hon. Maila Rosario S. Ting-Que to sign for and on behalf of the Tuguegarao City Government the said MOA.

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 ISABELA STATE
UNIVERSITY (ISU) FOR THE ON THE JOB-TRAINING OF ITS BACHELOR OF
SCIENCE IN INFORMATION TECHNOLOGY (BSIT) 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 the region, the Tuguegarao City Government allows students to undergo actual office experience thereby helping them put to practice their learnings in school;

WHEREAS, the (ISU) has requested the Tuguegarao City Government for the On-the-job Training of its Bachelor of Science in Information Technology students as part of their curriculum;

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

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 85th Regular Session held on April 4, 2024 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 Isabela State University for the On-the-job Training of its Bachelor of Science in Information Technology 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 Isabela State University for information and proper action.



Isabela State University, a State University Created and Existing under the Laws of the Philippines

MEMORANDUM OF AGREEMENT

This *Memorandum of Agreement* entered into and executed by:

College of Computing Studies, Information and Communication Technology of Isabela State University, with office address at ISU, Garita, Isabela herein represented by **DR. RICMAR P. AQUINO**, University President, and **DR. IVY M. TARUN**, College Dean, hereinafter referred to as **CCSICT-ISU**;

-and-

The **Local Government Unit, City of Tuguegarao** with office address Carig Sur, Tuguegarao City, Cagayan, Philippines, herein represented by **HON. MAILA ROSARIO S. TING-QUE**, City Mayor, hereinafter referred to as **LGU, City of Tuguegarao**;

WITNESSETH

WHEREAS, the students of **CCSICT-ISU** are required to undergo and complete their On-the-job Training (OJT) as one of the requirements for their graduation for the Degree **Bachelor of Science in Information Technology**.

WHEREAS, the office of the **LGU, City of Tuguegarao** is willing to accommodate **CCSICT-ISU** students for their OJT.

NOW THEREFORE, the parties hereby agree to execute this Memorandum of Agreement (**MOA**) subject to the following terms and conditions:

ISUC-CSICT-MOA-099

*→ incomplete
→ not in proper form*

TERMS AND CONDITIONS

- a. The students shall report to the office of the **LGU, City of Tuguegarao** for a duration of **FOUR HUNDRED EIGHTY-SIX (486) HOURS**;
- b. The **LGU, City of Tuguegarao** shall take place all precautionary measures to safeguard the welfare of the students while undergoing **OJT Program** within the premises of the agency;
- c. The OJT students will be treated as management trainees and not as a regular employee. Hence, they are not entitled to any salary, wages or allowances or any form of remuneration. However, if the **LGU, City of Tuguegarao** so desires, it may provide the students monetary or non-monetary benefits on a voluntary basis;
- d. While on the **OJT Program**, the students conduct in the training shall be guided by the University rules on students conduct and also pertinent rules and regulations, policies and standard operating procedures of the **LGU, City of Tuguegarao**;
- e. The OJT coordinator, her/his representatives, and / or authorized officials of **CCSICT-ISU** the University shall be allowed to visit the students at the **LGU, City of Tuguegarao** for purposes of monitoring and evaluating the progress of the students' performance in the OJT program;
- f. The **CCSICT- ISU** and the **LGU, City of Tuguegarao** shall require and monitor the daily attendance of the OJT student;
- g. After the completion of the OJT Program the **LGU, City of Tuguegarao** shall submit completion report to CCSICT-ISU which form shall be provided by the CCSICT-ISU, for convenience;
- h. The **CCSICT-ISU** and **LGU, City of Tuguegarao** shall impart theoretical as well as experiential learning to students; expose them to all facets of business operation relevant, to the objectives of the program, and participate in the final evaluation of the students' on-the-job performance;
- i. Likewise, the students after finishing their OJT Program, are required to submit their comprehensive narrative which shall be submitted to the **CCSICT-ISU** and **LGU, City of Tuguegarao**. The narrative report of the on-the-job trainees activities shall serve as one of the requirements for the completion of the course program;

ISABELA STATE UNIVERSITY
Cabagan Campus

LOCAL GOVERNMENT UNIT
City of Tuguegarao

Represented by:

Represented by:

PROF. RICMAR P. AQUINO, Ph.D
University President

HON. MAILA ROSARIO S. TING-QUE
City Mayor

IVY M. TARUN, DIT
Dean, CCSICT

Signed in the Presence of:

ACKNOWLEDGEMENT

Republic of the Philippines)
Province of Isabela) s.s.
Municipality of _____)

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

KNOWN TO ME, to be the same person who executed these four (4) pages where this acknowledgement is written and signed by the parties and their instrument witness on each and every page hereof.

WITNESS MY HAND AND SEAL, on the day and place above written.

NOTARY PUBLIC

Doc. No. _____
Page _____
Book No. _____
Series of _____



Republic of the Philippines
ISABELA STATE UNIVERSITY
Cabagan, Isabela



COLLEGE OF COMPUTING STUDIES, INFORMATION AND COMMUNICATION TECHNOLOGY

List of BSIT fourth-year OJT students

1. Antonio, Khaila Joy M.
2. Aragon, Erra Mae G.
3. Bautista, Jamaica B.
4. Caronan, Rica Jane M.
5. Cureg, Patrick T.
6. Curibang, Leshane C.
7. Grande, Vicente Z.
8. Lopez, RJ P.
9. Magaway, Cris Jay M.
10. Maquinad, Marilou G.
11. Sia, Gemilyn M.