

Republic of the Philippines
Province of Cagayan
TUGUEGARAO CITY

NINTH CITY COUNCIL

COMMITTEE REPORT NO. 119-2024

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 |
| REV. ERNESTO T. ALONZO JR. | - John Wesley College 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 John Wesley College 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 John Wesley College relative to the practicum of identified students.
2. The Department of Education has introduced the K to 12 Basic Education reform program that includes Senior High School (SHS) with the major objective of ensuring that graduates of basic education are ready for employment, entrepreneurship and higher learning.
3. John Wesley College has requested the Tuguegarao City Government for a work immersion training of its Twenty-Four (24) Grade 12 Science Technology Engineering and Mathematics (STEM) of which 15 health course students will be deployed at the City Health Office, 9 students will be deployed at the City Engineering Office and ten

- (10) Grade 12 Accountancy Business and Management (ABM) students will be deployed at the Business Operating Departments of the LGU for 10 working days.
4. The copy of the matrix list of students who will undergo Work Immersion was furnished to the committee.
 5. The Work Immersion of the students will start 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 (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 John Wesley College 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 JOHN WESLEY
COLLEGE FOR THE WORK IMMERSION OF ITS SENIOR HIGH SCHOOL (SHS)
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 thereby helping them put to practice their learnings in school;

WHEREAS, the John Wesley College has requested the Tuguegarao City Government for the Work Immersion of its Senior High School students as part of their curriculum;

WHEREAS, it is necessary for John Wesley College 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 John Wesley College for the Work Immersion of its Senior High School (SHS) 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 John Wesley College for information and proper action.



JOHN WESLEY COLLEGE

57 College Avenue, Tuguegarao City
3500 Cagayan, Philippines
Email Address: johnwesleycollege1989@gmail.com
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MEMORANDUM OF AGREEMENT FOR WORK IMMERSION PARTNERSHIP

This Memorandum of Agreement is entered into this _____ in Tuguegarao City Hall, Tuguegarao City, Cagayan by and between:

The **JOHN WESLEY COLLEGE** with **School Identification Number** 417001 a private college, with principal address at 57 College Avenue, Tuguegarao City 3500 Cagayan, Philippines, represented in this Agreement by its **President**, MAX ZUNIGA AGUINALDO, Filipino of legal age, and hereinafter referred to as the **School**;

-and

The **City Government of Tuguegarao, Province of Cagayan** of the Republic of the Philippines, with principal address at Tuguegarao City Hall, Tuguegarao City, Cagayan, and represented in this Agreement by its **City Mayor**, HON. MAILA ROSARIO TING-QUE., of legal age, hereinafter referred to as the “City Government of Tuguegarao”

WITNESSETH:

WHEREAS, the Department of Education of the Philippines, hereinafter referred to as “DepEd”, is the primary government instrumentality mandated to formulate, implement, and coordinate policies, plans, programs and projects in the areas of formal and non-formal basic education; supervise all elementary and secondary education institutions, including alternative learning systems, both public and private; and provide for the establishment and maintenance of a complete, adequate, and integrated system of basic education relevant to the goals of national development;

WHEREAS, the DepEd has introduced the K to 12 basic education reform program that includes Senior High School, hereinafter referred to as “SHS”, with the major objective of ensuring that graduates of basic education are ready for employment, entrepreneurship and higher learning;

WHEREAS, the SHS curriculum can be customized at the local levels to take into consideration the needs of local industries and the labor market;

WHEREAS, the DepEd believes that for the effective delivery of SHS instruction, there is a need for school-industry partnerships that will provide the school the necessary expertise and venue for practical, on-the-job, enterprise-based training for SHS learners;

WHEREAS, the SCHOOL is among those that will offer SHS to students in the community to carry out DepEd’s objectives for SHS as spelled out above;

WHEREAS, to achieve this objective, the SCHOOL needs to enter into a Work Immersion partnership with the City Government of Tuguegarao;

WHEREAS, the City Government of Tuguegarao has offices, facilities, project sites, and expertise that it can make available to the School for purposes of student work immersion;

WHEREAS, the City Government of Tuguegarao considers going into a work immersion partnership with the School as part of its mission to create a positive impact on the community, especially the young people;



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WHEREAS, the institutionalization and implementation of the K to 12 program is among the priority programs of the Government for promoting inclusive growth;

WHEREAS, the City Government of Tuguegarao is encouraged to fully support the successful implementation of the K to 12 Program of the Department of Education as stated in Paragraph 4, Section 2 of the Republic Act 9155 or “Governance of Basic Education Act of 2001”;

WHEREAS, the City Government of Tuguegarao recognizes the need for a work immersion environment that is safe for the students and teachers, and conducive to learning, and has the capability to provide these;

WHEREAS, the SCHOOL and the City Government of Tuguegarao, hereinafter collectively referred to as “PARTIES”, undertake to collaborate towards the successful implementation of the Senior High School in the Tuguegarao City, Cagayan cognizant of the need for special protection of the child and with the best interest of the SHS learner at heart;

NOW, THEREFORE, for and in consideration of the foregoing premises, the PARTIES hereby agree as follows:

DESCRIPTION OF THE WORK IMMERSION PROGRAM

With the passage of the Enhanced Basic Education Act of 2013 or Republic Act 10533, the DepEd was tasked to implement the K to 12 Program, essentially adding two (2) years of specialization within the Basic Educational System;

The DepEd designed the implementation of RA 10533 within the framework of increased community involvement in the learner’s experience;

With this premise, the DepEd, offers venues for various stakeholders to participate in the implementation of RA 10533 and, the same offer, accepted by the PARTIES herein;

The Work Immersion Program is one of the course requirements for graduation. A SHS student has to undergo work immersion in an organization or establishment with work requirements related to the specialization. Through work immersion, the students are exposed to and are familiarized with the work-related environment related to their field of specialization. Specifically, the students are able to:

1. gain relevant and practical industrial skills under the guidance of industry experts and workers;
2. appreciate the importance and application of the principles and theories taught in the classroom;
3. enhance their technical knowledge and skills;
4. prepare them to meet the needs and challenges of employment, entrepreneurship, or higher education after their graduation.

I. OBJECTIVES OF THE WORK IMMERSION PARTNERSHIP

The Work Immersion Partnership has the following objectives:

1. To supplement the formal curriculum of the SHS program with special inputs coming from the City Government of Tuguegarao experts and practitioners in order to make the SHS program aligned and consistent with work standards;



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2. To develop in the students of the SHS program the knowledge and skills that are relevant to the needs of the job market in the area.
3. To provide SHS students relevant learning experiences by giving them exposure to the actual workplace setting.
4. To form Work Immersion Partnership between the SCHOOL and the City Government of Tuguegarao, allowing the students, faculty, and staff of the schools concerned will be allowed the use of and access to the City Government of Tuguegarao workplace and equipment as part of their Work Immersion Program.

II. RESPONSIBILITIES OF THE PARTIES

A. Joint Responsibilities

Both the SCHOOL and the City Government of Tuguegarao shall:

1. Create a joint working group that will prepare the action plan to operationalize the partnership.
2. Form a joint steering committee to monitor the progress of the partnership and to make sure that the provisions of this Memorandum of Agreement (MOA) are met.
3. Adhere to all laws, memoranda and circulars pertaining to child protection.
4. Develop the students' Work Immersion module specifying goals and objectives, desired outcomes of the program and how these outcomes will be achieved, also noting the specific knowledge, skills, attitudes and competencies that the student should acquire after completing the program.
5. Develop a Work Immersion Daily Schedule of Activities that will be followed by the student during the whole duration of the work immersion inside the City Government of Tuguegarao.
6. Formulate local school work immersion policies and guidelines on selection, placement, monitoring, and assessment of student (immersion participants), in order to ensure that each student is assigned to an immersion partner matched to his/her desired track, qualifications and aptitude.

B. Responsibilities of the SCHOOL

The SCHOOL, shall:

1. Identify and indicate the SHS track/s, strand/s, and/or specialization/s which will be the subject of the partnership.
2. Make the needed adjustments to contextualize the SHS subjects based on inputs coming from the City Government of Tuguegarao.
3. Designate a person who will be in-charge of coordinating with the City Government of Tuguegarao and supervising the activities of the students for the duration of the work immersion program.
4. Continue to exercise its Special Parental Authority under the Family Code over the Senior High School student under immersion in the premises of the partner.
5. Monitor each student's progress throughout the duration of the entire work immersion program so as to make sure that the tasks assigned to each student are meaningful, challenging, and applicable to his/her particular programs and are able to maximize the quality of the learning experience.
6. Provide the City Government of Tuguegarao evaluation tool for the students' immersion performance.



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7. Issue a final grade to the student upon completion of the requirements within a prescribed period.
8. Ensure that the student will adhere to the non-disclosure policies of the Municipality/City/Province as agreed to by the School.
9. Provide signed Consent forms from the parents as applicable.
10. Provide the City Government of Tuguegarao a Certificate of Participation in the SHS Program for whatever purpose it may serve.
11. Execute a deed of acceptance as a way of recognizing and acknowledging the donation/s received from the City Government of Tuguegarao.

C. The City Government of Tuguegarao shall:

Assign a competent Immersion Coordinator from the City Government of Tuguegarao to liaise with the School and supervise the students without prejudice to the special parental authority of the school, its administrators and teachers for the duration of the work immersion program so as to ensure efficient implementation of all stages of the program.

1. Provide inputs into the curriculum through the discussions or workshops that DepEd will organize.
2. Lend its expertise by making available its resident resource persons to provide training to the students.
3. Allow the student to be deployed to the different sections/departments/project sites of the City Government of Tuguegarao based on the Work Immersion Daily Schedule of Activities.
4. Agree to the required number of hours of the immersion program set under the DepEd SHS curriculum.
5. Provide immersion opportunities for students for School Year 2023-2024.
6. Provide students with an orientation about the City Government of Tuguegarao, the job as well as expose them to the various stakeholders of the community in which it operates for the students to get a holistic understanding of the City Government of Tuguegarao.
7. Similarly, ensure that students undergo training related to their course, and provide the students with work or activities that are varied and applicable to their field of study.
8. Make its workplace and facilities available to students, and shall similarly take all necessary action to ensure the safety of students within their areas of operation at all times, which shall include, but shall not be limited to, the provision for Personal Protective Equipment (PPE's), if applicable. Ensure that the students will not be exposed to hazardous materials and working environment throughout the duration of the immersion.
9. Evaluate students' performance in the immersion venue by accomplishing provided evaluation tool.
10. Issue a Certificate of Completion to the student trainees upon satisfactory compliance with all requirements of the program.
11. Execute a deed of donation in favor of DepEd for the completed Work Immersion Partnership.

III. EFFECTIVITY

This agreement shall hold for the duration of the Academic School Year **2023-2024** and is renewable every year. The City Government of Tuguegarao and the SCHOOL shall submit their intention for renewal of this agreement through formal notice within thirty (30) days before the expiration of this Agreement.

The City Government of Tuguegarao and the SCHOOL reserve their respective rights to terminate their participation in the agreement after the duration of this Agreement through formal



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written notice within thirty (30) days before the effectivity of the termination. Both parties shall turnover all deliverables agreed thereto in the Work Immersion Program. Termination shall be subject to the mutual agreement between the parties.

IV. LIABILITY

The school, its administrator and teachers exercising authority and supervision over the Senior High School Student undergoing immersion in the premises of the partner may be held accountable for the student's acts.

Each party 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 any persons, or loss or damage to property, by or on account of the performance of the respective obligations by the parties pursuant to this Agreement. Such responsibility shall continue to remain that of the responsible party's even after the termination of this agreement, if such losses and damages were incurred during the effectivity of this agreement.

DepEd shall not be liable for opportunity losses of the City Government of Tuguegarao during the duration and after the termination of this agreement.

V. NON-DISCLOSURE PROVISION

It is expressly understood by DepEd and the students that all information on technology, manufacturing process, process standards, quality assurance methodologies, quality standards, production capabilities, raw material purchasing, marketing, finance, and all other related documents, manuals, operational and technical matters that the City Government of Tuguegarao shall make available to them shall be used for the sole purpose of student training. All of these matters are classified as confidential in nature and proprietary to the City Government of Tuguegarao and thereby each student hereby undertakes to prevent transfer of such information by any of its members to any party outside of the City Government of Tuguegarao.

VI. OTHER PROVISIONS

It is expressly understood by the PARTIES that the City Government of Tuguegarao is not obliged to pay wage or salary since there is no employer-employee relationship that exists. However, the City Government of Tuguegarao is not precluded from providing the student with any monetary or financial assistance in the form of transportation fee, food allowance, etc.

In determining the existence of an employer-employee relationship, the following elements are considered: (1) the power to hire; (2) the payment of wages; (3) the power to dismiss, and (4) the power to control the employee's conduct, with the control test generally assuming primacy in the overall consideration.

No employer-employee relationship exists between the student and the partner in work immersion if all the following criteria are met:

1. The training, even though it includes actual operation of the employer's facilities, is similar to training provided in an educational program;
2. The training is for the benefit of the student;
3. The student does not displace regular employees, and works under close supervision;
4. The students are not entitled to a job at the conclusion of the training period and are free to take jobs elsewhere in the same field;
5. Any clinical training is performed under the supervision and direction of people who are knowledgeable and experienced in the activity;



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6. The training is general, and qualifies the student to work in any similar business. It is not designed specifically for a job with the employer that offers the program;
7. The screening process for the immersion program is not the same as for employment, and does not appear to be for that purpose. The screening only uses criteria relevant for admission to an independent educational program; and
8. Advertisements, posting, or solicitations for the program clearly discuss education or training, rather than employment, although employers may indicate that qualified graduates may be considered for employment.

FOR THE SCHOOL:

**FOR THE CITY GOVERNMENT
OF TUGUEGARAO:**

MAX ZUNIGA AGUINALDO
President

HON. MAILA ROSARIO TING-QUE
City Mayor

WITNESSED BY:

ERNESTO T. ALONZO JR.
SHS Principal, John Wesley College



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April 03, 2024

HON. ARNEL T. ARUGAY

Chairman, Committee on Education
City Government of Tuguegarao
Tuguegarao City Hall, Tuguegarao City, Cagayan

Subject: Details of Students for Work Immersion and Date of Deployment/Assignment

Dear Hon. Arugay,

Warm greetings from John Wesley College!

We extend our heartfelt gratitude for the approval of our request for work immersion for Senior High School (SHS) students. The Education Committee's acknowledgment and endorsement during the meeting on April 2, 2024, held at the SP session hall, fills us with immense joy and optimism.

We look forward to our students being deployed starting **April 15, 2024**. They will be able to complete their immersion within **10 days**, fulfilling the **80-hour requirements** for Work Immersion.

As committed partners in education, we are pleased to provide you with the following details regarding the students and their preferred courses for work immersion:

City Health Office or General Hospital

Number of Students: 15

Preferred Courses: BS-MedTech, Veterinary Medicine and Nursing

1. Amireah Jamaica C. Garillo
2. Aliyah Claire P. Pagulayan
3. Clarisse S. Calucag
4. Ma.Alexandra C.Villanueva
5. Hannah Faye C. Patetico
6. Maria Angeline P. Anipay
7. John Rasell S. Sabban
8. Krystal Khate C. Verzo
9. Jenice T. Pagulayan
10. Franchesca Casandra T. Bacud
11. Michelle Bea F. Guzman
12. John Paul Axle S. Narag
13. Christina Marie M. Berbano
14. Sarah Mae B. Ferry
15. Jezcah Conims U. Delos Santos



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Business Section

Number of Students: 10

Preferred Courses: Business-related Courses

1. Rica M. Pelagio
2. Anika Tyrece A. Eufemia
3. Karl Daniel B. Baccay
4. Renzo Monteclaro
5. Marvin Josh S. Tabling
6. Eli Justine A. Alvarado
7. Ma. Rielle Nina Lorayne L. Telan
8. Aleth P. Antonio
9. Fritz Aldrin A. Feolog
10. Clarita Juwel D. Cesista

Engineering Department

Number of Students: 9

Preferred Courses: Engineering-related Courses

1. Marby C. Cafirma
2. Bryan Joseph A. Eslao
3. Luke G. Ariñas
4. Christian C. Roc
5. Cjay R. Rubio
6. Jotham Den M. Baquiran
7. Kurt Russell M. Torres
8. Justine Dave B. Talan
9. J-ehmz D. Dela Cruz

We eagerly anticipate the successful implementation of work immersion, allowing our students to gain practical experience and contribute meaningfully to their chosen fields. Thank you for your unwavering support in shaping the future of our youth.

Should you need further information or have any concerns, please do not hesitate to contact our Work Immersion Facilitator, **Mr. Krisburt L. Delos Santos**, at askjwc1989@gmail.com, or directly reach out to the office of the Senior High School Principal at **0906-616-1078**.

Thank you very much, and more power.

Sincerely yours,

REV. ERNESTO T. ALONZO JR.
Senior High School Principal

REV. MAX Z. AGUINALDO, PhD
President