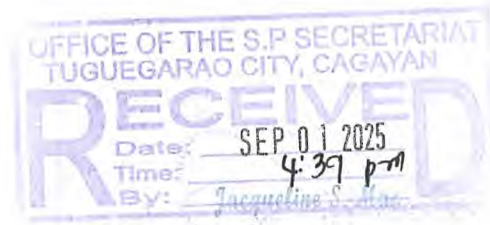




Republic of the Philippines  
Province of Cagayan  
TUGUEGARAO CITY

Phone number: 0953-588-3721 | email address: [cmotuguegaraocity@gmail.com](mailto:cmotuguegaraocity@gmail.com)



OFFICE OF THE CITY MAYOR

29 August 2025

**THE HONORABLE MEMBERS**

Sangguniang Panlungsod  
This City

**Thru: HON. ROSAURO RODRIGO G. RESUELLO**  
Vice Mayor and Presiding Officer

Dear *Honorable Members of the Sanggunian*:

Herewith is the Memorandum of Agreement between the Tuguegarao City Government and F.L. Vargas College, Inc. relative to the On-the-Job Training and Community Immersion of the latter's BS in Criminology students, for your information and appropriate action.

Thank you!

In the name of public service,

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

*Copy furnished:*

- F.L. Vargas College
- LYDO





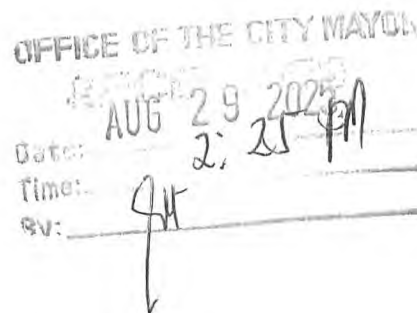
**F.L. VARGAS COLLEGE**  
Blumentritt cor. Gonzaga Sts., Tuguegarao City  
Email Address: [flvc.tuguegarao@gmail.com](mailto:flvc.tuguegarao@gmail.com)  
**COLLEGE OF CRIMINOLOGY**



August 29, 2025

**HON. MAILA TING-QUE**

City Mayor  
Tuguegarao City, Cagayan



Madam:

Greetings of Peace and Goodwill!

It is the vision and mission of our institution to develop professionally competent and responsible BS Criminology students to face challenges in the field of Law Enforcement.

In this connection, I would like to inform your good office that the Criminology Department is on the process of exposing our future law enforcers on actual Police/Fire/Jail/Security/Investigation works through their On-the-job-Training (OJT)/Community Immersion Program.


Furthermore, this program is one way to train and prepare our incoming law enforcers to cope up with the great expectation of the people in our community. It lingers on the philosophical principles of bridging the gap between "Theory and Practice". Thus, I would like to request your good office to deploy some of our students who are officially enrolled in the subject Practicum I (On-the-Job Training and Community Immersion) at Public Safety and Security Office for this first semester Academic Year 2025-2026. They are required to complete Two Hundred Seventy (270) hours starting September 08 and ends on November 14, 2025.

We shall deeply appreciate feedbacks on their performances to determine their grades.


Attached herewith are the list of students who will undergo OJT/Community Immersion

Thank You and More Power.

Respectfully yours,

  
**JELLY SAGUN, RCRIM.**  
Adviser, College of Criminology

Noted by:

  
**ROLDAN N. BACULI, RCRIM, LPT**  
OIC-Dean, College of Criminology

0955 407 0515



**F.L. VARGAS COLLEGE**  
*Blumentritt cor. Gonzaga Sts., Tuguegarao City*  
*Email Address: [flvcl.tuguegarao@gmail.com](mailto:flvcl.tuguegarao@gmail.com)*  
**COLLEGE OF CRIMINOLOGY**



**PUBLIC SAFETY AND SECURITY OFFICE**

1. JHONJHON F. CALLUENG
2. RYAN DELA CRUZ
3. JUSTIN GUZMAN
4. ARIELLE AERON ABORDO
5. RIZZALYN ACCAD
6. JOSEPH CABISO
7. MAYNARD TABONES
8. CLIFTON DASSUN
9. NOEL ANDAL
10. STEVEN B. AYABO
11. DENRICK ELEAZAR Q. LABANG
12. ARINNE JOY S. ESTO
13. ROMARICK CALIMAG
14. KURT DAVID L. CATABAY
15. MARY GRACE PABON
16. JHON KYLE MATEO



## MEMORANDUM OF AGREEMENT

KNOW ALL MEN BY THESE PRESENTS:

This agreement made and entered into by and between:

**CITY GOVERNMENT OF TUGUEGARAO** a duly organized government agency. With office address at **Tuguegarao City, Cagayan** and herein represented in this act by **HON. MAILA ROSARIO S. TING-QUE** the incumbent **CITY MAYOR**, herein referred to as the **FIRST PARTY**;

And

**F.L. Vargas College, Inc.** an educational institution duly recognized and existing under and by virtue of the Philippine laws, and a duly recognized institution by the Commission on Higher Education (CHED) with postal address at **Blumentritt Corner Gonzaga St., Tuguegarao City, Cagayan**, herein represented in this act by **EDITHA M. MUHALLIN, DPA**, the **Executive Vice President** hereinafter referred to as the **SECOND PARTY**:

WITNESSETH:

**WHEREAS**, the **SECOND PARTY** instituted an **INTERNSHIP PROGRAM/COMMUNITY IMMERSION** as part of the curriculum for its BS in Criminology students in order to provide them with adequate experience in actual industry work operations and to augment their formal education;

**WHEREAS**, the **FIRST PARTY**, a duly recognized government institution in its desire to enhance the training and development of more and more professionals, has agreed to provide support to the students of the **SECOND PARTY** in the form of training on the operations and administrative functions;

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

### SECTION I

#### **RESPONSIBILITIES OF THE FIRST PARTY**

- a) The **FIRST PARTY** shall provide free relevant instruction, exposure, and training to the **INTERNS/STUDENTS**, consistent with its policies, rules and regulations.
- b) It shall treat the **INTERNS/STUDENTS**, in a professional manner, and shall ensure that the **INTERNS**, in the course of training, shall not be exposed to any form of harassment/unethical practice or tasks and work assignments that are unreasonably risky, dangerous or unrelated to the purposes of the *Internship Plan*;
- c) The **FIRST PARTY** will accomplish the respective evaluation forms required the **SECOND PARTY** and issue a Certificate of Completion to the **INTERNS**, within ten (10) working days after the completion of training;

### SECTION II

#### **RESPONSIBILITIES OF THE SECOND PARTY AND INTERNS/STUDENTS**

- a) The **SECOND PARTY** shall make sure that the interns/students shall abide by the administrative policies, rules, and standards of the **FIRST PARTY**.

- b) The **INTERNS/STUDENTS** shall complete the agreed scope of work within the agreed duration of the Program;
- c) The **INTERNS/STUDENTS** shall timely report for training and promptly accomplish assigned tasks or assignments in the best of his/her ability and in view of his/her expected skill and knowledge of the subject matter;
- d) The **INTERNS/STUDENTS** and parents/guardian concerned renounce and waive any claim against the **FIRST and SECOND PARTY** for any injury or loss that the **INTERNS/STUDENTS** may sustain or may suffer, personal or pecuniary, in the performance of his/her duties and functions while under training, unless such is attributable to the negligence or fault of any of the employees, officers, or personnel of the **FIRST and SECOND PARTY**;

### **SECTION III**

#### ***GENERAL CONDITIONS***

- a) The duration of the program shall be equivalent to **Two Hundred Seventy (270) working hours** commencing on **September 08, 2025 to November 14, 2025**;
- b) The **INTERNS/STUDENTS** shall report for work at the **FIRST PARTY** in different station City/Municipality here in Province of Cagayan from 8:00 am to 5:00 pm, which is inclusive of a one (1) hour break/lunch time and reasonable morning/afternoon break-times not exceeding fifteen (15) minutes;
- c) Should any provision of this Agreement or part thereof is render void, illegal, or unenforceable by any law to which it is subject of, it shall be rendered void, illegal, or unenforceable only to that extent. The invalidity or unenforceability of any provision of this Agreement shall not affect or impair other provisions that are valid, binding, and enforceable.

### **SECTION IV**

#### ***CONFIDENTIALITY AND WAIVER***

- a) It is expressly understood by the **INTERNS/STUDENTS** that all information on technology, manufacturing process, process standards, quality assurance methodologies, quality standards, production capabilities, raw materials purchasing, marketing, finance, and all other related documents, manuals, operational or technical matters that the **FIRST PARTY** shall make available shall be used for the sole purpose of performing their tasks under the internship program.
- b) It is understood that all information gathered by the **INTERNS/STUDENTS** on the operations and business matters of the **FIRST PARTY** are classified as confidential in nature and proprietary to the **FIRST PARTY**. The **INTERNS/STUDENTS** hereby undertake to prevent transfer of such information by any of its members, consciously or unconsciously, to any party outside of the **FIRST PARTY** without the latter's knowledge and written consent.
- c) During, or at any time after the termination of Internship, the **INTERNS/STUDENTS** shall not use, or disclose to others, including future employees, any trade secrets, confidential information, or any other proprietary data of the **FIRST PARTY**; and
- d) That upon the termination of Internship from the **FIRST PARTY**, the **INTERNS/STUDENTS** shall return to the **FIRST PARTY** all documents and property of the **FIRST PARTY**, including but not necessarily limited to: reports, manuals, correspondence, customer lists, computer programs, and all other materials and all copies



**SECTION V**

**TERMINATION AND ENTIRETY OF THE AGREEMENT**

The Parties shall have the right to pre-terminate the training contemplated by this Agreement by serving a written notice to the other party at least thirty (30) days prior to the intended date of termination and based on the following grounds:

- (a) The **INTERNS/STUDENTS** substantially violates the rules and regulations of **FIRST PARTY**, or in cases of serious misconduct of the **INTERNS/STUDENTS**;
- (b) The **FIRST PARTY** is proven to fail in providing the safety of the **INTERNS/STUDENTS** and quality of training contemplated by this Agreement; and
- (c) There is any material violation of the foregoing covenants that will warrant the cancellation of this Agreement.

This Agreement constitutes the entire agreement between the **Parties** with respect to the subject matter hereof. It excludes and supersedes everything else which has occurred between the parties whether written or oral, including all other communication with respect to the subject matter hereof. Any amendment hereto shall be mutually agreed upon in writing by the parties.

**SECTION VI**

**DISPUTE RESOLUTION, GOVERNING LAW, AND VENUE OF ACTIONS**

Any and all disputes arising out of or relating to this Agreement shall be subjected to good faith negotiations between the Parties before implementation of the legal proceedings pursuant to the provisions of the Alternative Dispute Resolution Law.

This Agreement shall be governed by and construed in accordance with the laws of the Republic of the Philippines. Exclusive jurisdiction over and venue of any suit arising out of or relating to this Agreement will be in the proper courts of the City of Tuguegarao to the exclusion of all other courts or tribunals.

IN WITNESS WHEREOF, the parties have hereunto set their hands this \_\_\_\_\_ day of \_\_\_\_\_ 2025 at Tuguegarao City.

FIRST PARTY

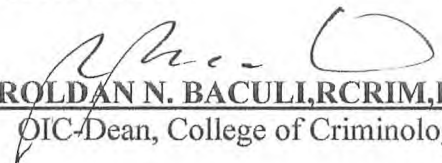
**HON. MAILA ROSARIO S TING-QUE**  
City Mayor

SECOND PARTY

  
**EDITHA M. MUHALLIN, DPA**  
Executive Vice President

SIGNED IN THE PRESENCE OF:

**ARTHUR T BLAQUERA**  
Head of PSSO

  
**ROLDAN N. BACULI, RCRIM, LPT**  
OIC-Dean, College of Criminology

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REPUBLIC OF THE PHILIPPINES        )  
PROVINCE OF CAGAYAN            ) ss  
CITY OF TUGUEGARAO            )

BEFORE ME, on the date and at the place above-written, personally appeared the above-named person, known to me and to me known to be the same person/s the executed the foregoing deed/instrument and that he/she/they acknowledge to be the same is his/her/their free act and voluntary deed.

WITNESS MY HAND AND SEAL

Notary Public