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Republic of the Philippines
Province of Cagayan
TUGUEGARAO CITY

NINTH CITY COUNCIL

COMMITTEE REPORT
July 10, 2024

COMMITTEE ON EDUCATION

PRESENT:

- | | |
|---------------------------------|---------------------------------|
| HON. ARNEL T. ARUGAY | - Chairman |
| HON. MARIA ROSARIO B. SORIANO | - Vice Chairman <i>via zoom</i> |
| HON. GRACE B. ARAGO | - Member |
| HON. IMOGEN CLAIRE M. CALLANGAN | - Member <i>via zoom</i> |
| HON. CERENE PEARL T. QUILANG | - Member <i>via zoom</i> |

FOR THE PRESIDING OFFICER:

The committee met and deliberated on the referral:

COMMITTEE REPORT NO. 198-2024

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-Carig Campus relative to the On-the-Job Training of its Bachelor of Science in Environmental Science students for information and appropriate action.

FINDINGS:

- 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 relative to the On-the-Job Training Program for the latter's Bachelor of Science in Environmental Science students.
- Higher Education Institution (HEI) envisions a proficient, competent and committed graduates equipped with the knowledge, skills and positive values demand by the need for Environmental Specialists and Professionals and to produce research and extension-service oriented graduates.
- There shall be three (03) students who will be deployed at the City Environment and Natural Resources Office (CENRO), LGU Tuguegarao City and they shall render a total of two hundred (200) office hours for the said training.
- The On-the-Job Training of the students will start after the approval of the herein Memorandum of Agreement by the Ninth City Council.

Adopted during the 100th MS - 7/10/2024

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 Cagayan State University relative to the On-the-Job Training (OJT) Program for the latter's Bachelor of Science in Environmental Science 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. MARIA ROSARIO B. SORIANO
Vice Chairman



HON. GRACE B. ARAGO
Member



HON. IMOGEN CLAIRE M. CALLANGAN
Member



HON. CERENE PEARL T. QUILANG
Member

**DRAFT RESOLUTION APPROVING THE MEMORANDUM OF AGREEMENT (MOA)
BETWEEN THE TUGUEGARAO CITY GOVERNMENT AND CAGAYAN STATE
UNIVERSITY- CARIG CAMPUS (CSU) FOR THE ON-THE-JOB TRAINING (OJT) OF
BACHELOR OF SCIENCE IN ENVIRONMENTAL SCIENCE (BSES) 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, Cagayan State University-Carig Campus (CSU) has requested the Tuguegarao City Government regarding the On-the-Job Training of the following three (3) Bachelor of Science in Environmental Science (BSES) students as part of their curriculum:

1. Blessiana M. Inocencio
2. Fatima Mae Crizel D. Martinez
3. Kimberly Anne L. Lopez

WHEREAS, it is necessary for Cagayan State University-Carig Campus (CSU) to enter into a Memorandum of Agreement (MOA) with the Tuguegarao City Government to make the MOA 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, upon the approval of the concomitant committee report, the Ninth City Council during their 100th Regular Session held on July 16, 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 Cagayan State University-Carig Campus (CSU) for the On-the-Job Training (OJT) of Bachelor of Science in Environmental Science (BSES) 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 Cagayan State University-Carig Campus (CSU), for information and proper action.

Memorandum of Agreement

KNOW ALL MEN BY THESE PRESENTS:

This agreement, entered into by and between:

The **CAGAYAN STATE UNIVERSITY - CARIG CAMPUS**, with office address at Carig Sur, Tuguegarao City, Cagayan, represented by its Campus Executive Officer, **ENGR. ROGER P. RUMPON**, herein after referred to as the **CSU CARIG**;

And

The **LGU – TUGUEGARAO CITY**, with office address at Carig, Tuguegarao, Cagayan represented by its (head) herein after referred to as the **HOST TRAINING AGENCY (HTA)**;

WITNESSETH:

For and in consideration of the CHED Memo No. 104, Series of 2017 for the implementation of the Internship Program of the Bachelor of Science in Environmental Science of the Cagayan State University - Carig Campus for the Midyear Term of the School Year 2023-2024, the **CSU CARIG**, **HTA**, and the **STUDENT INTERNS** hereby agree on and stipulate the following:

The CSU CARIG shall:

1. Identify the Host Training Agencies with which to immerse the student trainee in;
2. Assign a faculty-in-Charge to:
 - (a) prepare the Internship Program Plan and Course Syllabus.
 - (b) assess the student interns' application documents and eligibility to the Internship Program.
 - (c) coordinate the Internship Program Plan with the HTAs.
 - (d) inspect the internship venues and sites.
 - (e) coordinate with the College OJT Coordinator for the conduct of the Internship Program Pre-Deployment Seminar which include lecture/seminar on Sexual Harassment in the Workplace and Proper Decorum, Personality Development and Stress Management in the Workplace to the student trainees prior to immersion.
 - (f) monitor performance and provide the final grade of the student trainees.
3. Facilitate the preparation of a memorandum of agreement with the HTA.
4. Submit to the HTA a list of BS Environmental Science students who will be assigned to the On-the-Job Training.
5. Deploy the BS Environmental Science students who shall render 200 hours On-the-Job Training at their assigned HTAs.
6. Ensure that the student interns shall:
 - (a) Abide to all office rules and regulations of the HTA and to perform OJT work.
 - (b) At all times appear in the prescribed OJT uniform.
 - (c) Not ask or receive any allowance, remuneration or benefits and shall shoulder all expenses necessary and incidental to the conduct of the On-the-Job Training.
 - (d) Submit to the Deans Office, through their coordinator, at the end of the semester an individual comprehensive report or portfolio of all the activities undertaken and learning experiences acquired from the OJT.
7. Take appropriate action on any complaints that may arise during the conduct of the Internship Program in accordance with the Universities policies; and
8. Abide and follow the set of guidelines of the CHED under CMO No. 104, series of 2017.

10. Present and submit the faculty-In-Charge via online conference/platforms the consolidated Narrative Reports, DTR, sample works, Supervisors Evaluation and Evidence of Competencies.
11. Submit a hard copy of their internship report/Portfolio to the Faculty-In-Charge; and
12. Abide by the HTA' s rules and regulations.

This agreement is valid during the OJT period of the students which will commence on the day of their deployment and end on or upon reaching the prescribed number of OJT hours.

IN WITNESS WHEREOF, we have here unto affixed our signature this ____ day of _____, 2024 at Tuguegarao City.

CSU – CARIG CAMPUS
By:

LGU TUGUEGARAO CITY
By:

ENGR. ROGER P. RUMPON
Campus Executive Officer

HON. MAILA ROSARIO S. TING-QUE
City Mayor

Witnesses:

CRIZALDY P. BINARAO
College Dean

MARCELINO GUMABAY
OIC – CENRO

ACKNOWLEDGEMENT

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

Personally, came and appeared before me on this _____, 2024 in Tuguegarao City, Cagayan, Philippines, ENGR. ROGER P. RUMPON and HON. MAILA ROSARIO S. TING-QUE, known to me to be the same persons who executed the foregoing instrument, and who acknowledged to me that the same are their free act and voluntary deed.

WITNESS MY HAND AND SEAL on the date and at the place first above-written.

Doc. No. _____
Page No. _____
Book No. _____
Series of 2024