

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

**NINTH CITY COUNCIL**

**COMMITTEE REPORT** NO. 213-2024  
July 31, 2024

**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 PERSON:**

<b>MR. DOMINIC BAGGAYAN</b>	- LYDO Head
<b>MS. MARIE KRIZYA CALAGUI</b>	-SPUP Representative
<b>MS. VEEANNE GUIZANDA</b>	-SPUP 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, on the draft Memorandum of Agreement between the Tuguegarao City Government and Saint Paul University Philippines relative to the internship of its Bachelor of Science in Tourism Management.

**FINDINGS:**

1. Hon. Maila Rosario S. Ting-Que indorsed to the Ninth City Council, requesting for an authority to represent, enter and sign for and on behalf of the Tuguegarao City Government the draft Memorandum of Agreement with Saint Paul University Philippines relative to the internship of students.
2. St. Paul University Philippines is an internationally recognized institution dedicated to the formation of competent leaders and responsible citizens of their communities, countries, and the world and its mission.
3. St. Paul University Philippines has requested for an on-the-job training of its five (5) students in Bachelor of Science in Tourism Management who will be deployed at Tuguegarao City Tourism Office and will render 200 hours on-the-job training.
4. The On-the-Job training 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 Saint Paul University Philippines relative to the internship of its Bachelor of Science in Tourism Management 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 THE ST. PAUL  
UNIVERSITY PHILIPPINES (SPUP) FOR THE ON-THE-JOB TRAINING (OJT) OF  
BACHELOR OF SCIENCE IN TOURISM MANAGEMENT (BSTM) 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 St. Paul University Philippines (SPUP) has requested the Tuguegarao City Government for the on-the-job training of the following Bachelor of Science in Tourism Management (BSTM) as part of their curriculum:

- |                               |                               |
|-------------------------------|-------------------------------|
| 1. Mr. Kevin Alan             | 4. Ms. Ma. Frances Paguirigan |
| 2. Mr. Ariel Aquino           | 5. Ms. Amy Bose               |
| 3. Ms. Carla Nicole Seminiano |                               |

**WHEREAS**, it is necessary for SPUP 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**, after the approval of the concomitant committee report, the Ninth City Council during their 102<sup>nd</sup> Regular Session held on August 05, 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 the St. Paul University Philippines (SPUP) for the On-the-Job Training (OJT) of Bachelor of Science in Tourism Management (BSTM) 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 the St. Paul University Philippines (SPUP), for information and proper action.

## MEMORANDUM OF AGREEMENT

KNOW ALL MEN BY THESE PRESENTS:

This **MEMORANDUM OF AGREEMENT** made and entered into by and between:

The **ST. PAUL UNIVERSITY PHILIPPINES**, a catholic, private, educational institution with the official address at Mabini Street, Tuguegarao City, Cagayan, represented by President, **SISTER MERCEDITA O. ANG, SPC.** hereinafter referred as **SPUP**:

And

The **TUGUEGARAO CITY GOVERNMENT** with the official address at **Carig, Tuguegarao City, Cagayan** represented herein by **HON. MAILA ROSARIO S. TING-QUE, City Mayor.**

### **WITNESSETH-That**

WHEREAS, St. Paul University Philippines is an internationally recognized institution dedicated to the formation of competent leaders and responsible citizens of their communities, countries, and the world and its mission Animated by the gospel and guided by the teachings of the Church, it helps to uplift the quality of life and to effect social transformation through: quality, Catholic, Paulinian formation, academic excellence, research and community services

(1) optimum access to Paulinian education and service in an atmosphere of compassionate caring; and

(2) responsive and innovative management processes

WHEREAS, SPUP has requested for an on-the-job training of the following student/s in **Bachelor of Science in Tourism Management**:

**MR. KEVIN ALAN**  
**MR. ARIEL AQUINO**  
**MS. CARLA NICOLE SEMINIANO**  
**MS. MA. FRANCES PAGUIRIGAN**  
**MS. AMY BOSE**

WHEREAS **The Mayor** has granted the request of the on-the job training of the student/s.

WHEREAS, to ensure the success of this joint undertaking, it is necessary to extend to each other the much needed support and cooperation to accomplish this noble objectives.

### **I. SPUP student shall:**

1. Submit a certificate of parental consent waiving any responsibility for **SPUP** and the office for any incident caused by circumstances beyond control of the City Government of Tuguegarao.  
and SPUP in the performance of their functions while under training.
2. Abide by all the **Tuguegarao City Government** and **SPUP** office rules and regulations.
3. At all times wear their proper practicum uniform when reporting on duty.
4. Sign in entry to and departure from the post on their individual service records that they have to provide.
5. Not ask or receive any allowance, remuneration or benefit from the Tuguegarao City Government and SPUP and shoulder all expenses necessary and incidental to the conduct of the on-the-job training.
6. Submit a weekly report of their activities to their Teacher.
7. Render a total of 200 practicum hours.

8. Submit to the Dean's office at the end of the semester an individual comprehensive report of all activities undertaken and learning experiences acquired from the practicum, including the individual service records used.

## **II. Tuguegarao City Government:**

- 2.1 Provide work experiences that will help develop refine competencies that are compatible with the academic goals and provide hands-on opportunities for the students to interact with professionals in the field of specialization. The students shall not be considered as employees of the office.
- 2.2. Orient the students with the office and/ may consider the students as possible future employees if they qualify.
- 2.3 Assist/mentor the students in developing the skills needed in the proper work ethics and see to it that the students are properly guided in accordance with the expectation of **SPUP and Tuguegarao City Government**.
- 2.4 Strictly monitor the attendance and the student's progress and submit a written evaluation on the student's progress at the end of their duty.
- 2.5 Report and contact the Dean or the Practicum Adviser if there are problems regarding the student assigned in the Tuguegarao City Government Tourism Office.
- 2.6 Take responsibility for evaluating the student's progress by submitting the sealed evaluation form and certificate of completion.
- 2.7 Assist and guide the SPUP students in enhancing their capabilities in their assigned tasks.
- 2.8 Enhance the self esteem, self confidence and maturity of the SPUP students under the Tourism Office.

### **Both parties:**

**SPUP and Tuguegarao City Government** shall coordinate with each other, through the instructor concerned, in the discharge of their respective functions by holding regular consultation.

This Memorandum of Agreement shall take effect immediately upon signing by both parties and shall remain enforced until on-the-job training shall have been completed.

IN WITNESS WHEREOF, the parties have hereupon affixed their signature this 31<sup>st</sup> day of July, 2024.

**ST. PAUL UNIVERSITY PHILIPPINES**

**TUGUEGARAO CITY GOVERNMENT**

By:

By:

**SISTER MERCEDITAS O. ANG, SPC.**  
President, St. Paul University Philippines

**HON. MAILA ROSARIO S. TING-QUE**  
Mayor, Tuguegarao City Government

Witness:

Witness:

**DR. CHARITO M. GUILLERMO, CPA**  
Dean, School of Business, Accountancy  
and Hospitality Management