

Republic of the Philippines
Province of Cagayan
TUGUEGARAO CITY

NINTH CITY COUNCIL

COMMITTEE REPORT NO. 214-2024
July 31, 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 (via zoom)
HON. CERENE PEARL T. QUILANG	- Member

RESOURCE PERSON:

MR. DOMINIC BAGGAYAN	- LYDO Head
MS. NOVA DOMINGO	-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 Environmental and Sanitary Engineering students.

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 the first educational institution in Region 02 accredited by the Philippine Accrediting Association of Schools, Colleges and Universities, and the first Catholic university in Asia, and the first private university in the Philippines certified by ISO 9001 inevitably plays a significant role in the region's socio-economic advancement.
3. St. Paul University Philippines has requested for an on-the-job training of its two (2) students in Bachelor of Science in Environmental and Sanitary Engineering who will be deployed at Tuguegarao City Environment and Natural Resources Office and will render 240 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 Environmental and Sanitary Engineering 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 ENVIRONMENTAL AND SANITARY ENGINEERING (BSENSE) 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 Environmental and Sanitary Engineering (BSEnSe) as part of their curriculum:

1. Piano, Cliton Kim L.
2. Feliciano, Dexter

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 102nd 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 Environmental and Sanitary Engineering (BSEnSe) 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 CONTRACT, signed this ____ day of _____ year 2024, by and between:

ST. PAUL UNIVERSITY PHILIPPINES, an educational institution, duly recognized by the Commission on Higher Education, with registered address Mabini Street Tuguegarao City 3500 Philippines, represented herein by its University President, **SISTER MERCEDITAS O. ANG**, SPC herein referred as SPUP;

--- and ---

TUGUEGARAO CITY GOVERNMENT is the central administrative body of Tuguegarao City It serves as the headquarters for the local government and is often a focal point for civic activities.” with principal address at Carig Regional Center, Tuguegarao City, Cagayan 3500 represented by its mayor **HONORABLE MAILA ROSARIO S. TING-QUE**, herein referred to as **TUGUEGARAO CITY GOVERNMENT**;

--- WITNESSETH THAT: ---

WHEREAS, SPUP the first educational institution in Region 02 accredited by the Philippine Accrediting Association of Schools, Colleges, and Universities, and the first Catholic university in Asia, and the first private university in the Philippines certified by ISO 9001, it inevitably plays a significant role in the region's socio-economic advancement;

WHEREAS, SPUP is offering an On-the-Job Training as part of the school curriculum for all Bachelor of Science in Environmental and Sanitary Engineering, (BSENSE) 4th year students of *the School of Information Technology and Engineering (SITE)*;

WHEREAS, SPUP, recognizes the training, knowledge and skills as a potential tool to strengthen the Environmental and Sanitary Engineering (EnSE) program in the School;

WHEREAS, **TUGUEGARAO CITY GOVERNMENT** is an ISO accredited and recognized government institution that provides the students with a formidable training ground in various field of *Environmental and Sanitary Engineering (EnSE)* ;

WHEREAS, **TUGUEGARAO CITY GOVERNMENT** is providing trainings and internship for students, professionals related to EnSE;

WHEREAS, **TUGUEGARAO CITY GOVERNMENT** is a Partner of SPUP;

WHEREAS, both parties believe that partnership and collaboration are very essential to the development of students, faculty, EnSE program and the school;

NOW THEREFORE, for and in consideration of the foregoing premises, and the terms and conditions hereunder, the parties have agreed as follows:

1. **TUGUEGARAO CITY GOVERNMENT** shall accept the following for the SPUP On-the-Job Training Program:
 - a.) Student Trainees
 1. **DEXTER E. FELICIANO**
 2. **CLITON KIM L. PIANO**
 - b.) SPUP Faculty Coordinator
both, within the discretion of SPUP;
2. **NATURE OF WORK ASSIGNMENT**- The student/s will serve as a trainee, receive On-the-Job Training, and perform a variety of assignments, which will focus on Environmental and Sanitary Engineering.

3. COMPONENT:

a.) **Any of the following field of Specialization:**

- a.1 Environmental Engineering
- a.2 Environmental Management
- a.3 Public Health Engineering
- a.4 Plumbing and Fire Protection
- a.5 Solid Waste Management
- a.6 Wastewater Engineering
- a.7 Water Supply Engineering

b.) **Duration**-The student trainees must complete *Two hundred forty hours* (240) as required in the *Bachelor of Science in Environmental and Sanitary Engineering* at St. Paul University Philippines, Tuguegarao City, Philippines

d.) Without prejudice to additional project activities approved by both **SPUP & TUGUEGARAO CITY GOVERNMENT** - Performance objectives shall be pursuant to SPUP standards and **TUGUEGARAO CITY GOVERNMENT** standards, made known to student trainees upon start of the program Evaluation shall be taken by the host institution; _____.

4. **TUGUEGARAO CITY GOVERNMENT** shall exercise the diligence in protecting the well-being of the students of St. Paul University Philippines undergoing On-the-Job Training with it, and shall see to the proper and professional care of any of the students should any fall sick or need professional assistance during the course of the training program, subject to negotiated reimbursements, should this be just and equitable.

5. **TERM**

- a. This Memorandum of Agreement shall be in force and in effect for *3 years* starting from the date the same shall be signed by both parties through representatives; and
- b. May be modified in whole or in part by mutual agreements of both parties.

6. **AMENDMENTS** - Upon mutual agreement of parties;

7. **OTHERS** - Annex 1, 2 & 3

IN WITNESS WHEREOF, the parties acknowledge, understand, and agree with the terms and conditions of this contract. They understand and intend to be bound by all of its clauses as shown by their signatures hereon, and further certify that they have received signed copies hereof.

ST. PAUL UNIVERSITY PHILIPPINES

TUGUEGARAO CITY GOVERNMENT

SISTER MERCEDITAS O. ANG, SPC
President

HONORABLE MAILA ROSARIO S. TING-QUE
City Mayor

-- SIGNED IN THE PRESENCE OF --

DR. AGRIPINA B. MARIBBAY
Vice President for Academics

DR. MARIFEL GRACE C. KUMMER
Dean, School of Information Technology and Engineering

ACKNOWLEDGEMENT

Republic of the Philippines } ss.
Tuguegarao City }

BEFORE ME, this ____ day of _____ 2024, personally appeared the following:

NAME	CTC or Passport/Date/Place Issued
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1. SISTER MERCEDITAS O. ANG, SPC
2. _____

Known to me and to me known to be the same person who executed the foregoing instrument, and they acknowledged to me that the same is their free and voluntary act and deed and that of the Office they represent.

This instrument consisting of five (5) pages, including this page whereon the acknowledgements are written, has been signed by the parties and witnesses, on each and every page thereof, and relates to MEMORANDUM OF AGREEMENT.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal, this ____ day of _____ 2024, at _____.

Notary Public
My Commission expires _____
P.T. R. _____
Issued At _____
Issued On _____
Roll of Attorney No _____
Issued At _____
Issued On _____

Doc. No. _____
Page No. _____
Book No. _____
Series of 20__

ANNEX 1

Responsibilities of Tuguegarao City Government

TUGUEGARAO CITY GOVERNMENT is expected to:

1. Provide the proper training needs of the student trainees.
2. To ensure that the expected training was properly and extensively given on the Student Trainees
3. Orient faculty and student trainee with the policies and procedures of the company in relation to their OJT Program.
4. To provide competency development by subjecting the trainees to actual *EnSE*-related and administrative tasks under their full supervision.
5. Responsible for the security of the student trainees and/or faculty coordinator from the Philippines during the completion of *Two Hundred Forty hours (240)*.
6. Monitor and evaluate the performance of the student trainees and provide feedback and suggestions for the purpose of improving the performance of the trainees.
7. Provide opportunity for student trainees and faculty for industry immersion to develop projects/researches in *Environmental and Sanitary Engineering*.
8. Provide job postings on a regular basis.
9. Participate in job fairs and facilitate career development talks.
10. Offer employment to graduates who successfully passed the screening process in the event that an external job opening is available. This will be implemented without providing any headhunter's fee or its monetary equivalent to the Educational Institution.

ANNEX 2

Responsibilities of St. Paul University Philippines

1. The University will therefore verify whether or not the student trainees and faculty coordinator arrived in the training center safe and sound.
2. Provide a faculty coordinator to monitor, supervise and assist the Student Practitioners within the duration of the training.
3. As a security measure for the student trainees and faculty coordinator, the University will retrieve them from the site in case the above stated agreement were not properly complied with and file proper suit and damages in accordance with the Philippine law.
4. The Educational Institution is to furnish graduate listings at the end of each academic year.
5. Refer graduates for screening process.

ANNEX 3

Responsibilities of the Student Trainees:

The student is expected of the following:

1. Submitted his Notarized waiver or OJT request letter from parents.
2. Secure travel, health care and personal things insurances.
3. Shall bear all costs of the OJT to the exclusion of SPUP.
4. Manifest interest in all on-the-job training activities shown in:
 - a. His attendance in conferences with the faculty coordinator;
 - b. His attendance and punctuality in reporting to the placement agency;
 - c. His willingness to accept responsibilities; and
 - d. Doing his work responsively, creatively, and enthusiastically.
5. Fill-out the daily time record honestly.
6. Keeps confidential and shall not anytime or in any manner, either directly or indirectly, divulge, disclose, or communicate to any person, firm, or corporation in any manner whatsoever, any information concerning any matters affecting or relating to the company.
7. Submit a portfolio to the OJT Adviser a week after the end of the On-the-Job Training.