

Republic of the Philippines
Province of Cagayan
Tuguegarao City

OFFICE OF THE CITY MAYOR

23 January 2024

THE PRESIDING OFFICER AND MEMBERS

Sangguniang Panlungsod
This City


Dear **Presiding Officer and Members of the Sanggunian:**

We would like to request for a resolution authorizing the undersigned to represent, enter and sign on behalf of City Local Government Unit-Tuguegarao in the attached draft Memorandum of Agreement with Cagayan National High School-Senior High *re.* Work Immersion of students.

This matter is certified as **URGENT** pursuant to Article 107 of the Implementing Rules and Regulations of the Republic Act No. 7160 or the Local Government Code of 1991.

For your information and appropriate action. Thank you and best regards.

In the name of public service,


MAILA ROSARIO S. TING-QUE
City Mayor



Republic of the Philippines
Department of Education
 Region II – Cagayan Valley
SCHOOLS DIVISION OF TUGUEGARAO CITY
CAGAYAN NATIONAL HIGH SCHOOL – SENIOR HIGH

January 8, 2024

HON. MAILA ROSARIO TING-QUE
 City Mayor
 City Government Office
 Regional Center, Carig, Tuguegarao City

OFFICE OF THE CITY MAYOR
RECEIVED
 Date: JAN 19 2024
 Time: 1:00 PM
 By: [Signature]

Ma'am:

Greetings of Peace!

I am formally endorsing to your office the following Grade 12- Science, Technology, Engineering and Mathematics (STEM) Senior High School Students for their Work Immersion Program.

They are expected to undergo Eighty (80) hours for Work Immersion in your company/agency in order to acquire learning opportunities, skills and competencies that would allow them to become competitive, accountable and responsible professionals in their chosen field of specialization in the future. Please take note that each student reports for Work Immersion once a week as per attached schedule.

For your reference, attached herewith is the schedule of work immersion.

Third Quarter Schedule for the Work Immersion	Fourth Quarter Schedule for the Work Immersion
February 12-16, 2024	April 8-12, 2024
February 19-23, 2024	April 15-19, 2024
February 26- March 1, 2024	April 22-26, 2024
March 4-8, 2024	April 29- May 3, 2024
March 11-15, 2024	May 6-10, 2024
March 25-29, 2024- Review for the Third Quarter Examination and Submission of Reports	May 13-15, 2024 Break: Completion of Narrative Reports and Evaluation
April 1-6, 2024- Third Quarter Examination	May 17, 2024 Work Immersion Summit/ Culminating Activity

Thank you for your usual support!

Very truly yours,

MARLYN I. CANAPI
 Work Immersion Coordinator, STEM

Noted:

MARILEN M. TAPPA
 Assistant Principal II

Approved:

GRACE T. MACABABBAD
 Secondary School Principal II

-09201476730



Address: Bagay Road, San Gabriel, Tuguegarao City, 3500
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Republic of the Philippines
Department of Education
Region II – Cagayan Valley
SCHOOLS DIVISION OF TUGUEGARAO CITY
CAGAYAN NATIONAL HIGH SCHOOL – SENIOR HIGH

LIST OF WORK IMMERSION STUDENTS

CLUSTER 1: February 12, 19, 26, 2024; March 4, 11, 2024 and April 8, 15, 22, 29, 2024; May 6, 2024				
<i>Note: National Holiday and suspension of classes will be replaced on the following dates: March 18-22, 2024; May 13-17, 2024</i>				
	Names	Preferred Courses	Section	Work Immersion Teacher
1	COSMIANO, IVAN NEIL E.	Nursing	Amber	ALEC CEDRIC B. AGANUS
2	DAYAG, JOHN MICHAEL C.	Nursing	Amber	
3	ABALOS, BIANCA DHANIELLE D.	Nursing	Amber	
4	ANTOR, ROSEMARIE L.	Nursing	Amber	
5	BARASI, KARYLLE P.	Nursing	Amber	
6	PATAY, FRENZ DLANORIE T.	Medical Technology	Amber	
7	DANAQ, JULZ ANDREI BURAGA	Nursing	Amethyst	MARTINA DELA PAZ- DAQUIOAG
8	VALENCIA, PAUL BENEDICT STA. ANA	Nursing	Amethyst	
9	ARAGO, AZHEA CECIL LAGUNDI	Nursing	Amethyst	
10	GUDTAN, KARYLLE BALUNGGAYA	Nursing	Amethyst	
11	NARAG, CHRISTELINE QUIJANO	Nursing	Amethyst	
12	PALATAN, IRISH KATE MESA	Nursing	Amethyst	
13	TUMALIUAN, VANESSA SOFIA BALLAD	Nursing	Amethyst	
CLUSTER 2: February 13, 20, 27, 2024; March 5, 12, 2024 and April 9, 16, 23, 30 2024; May 7, 2024				
<i>Note: National Holiday and suspension of classes will be replaced on the following dates: March 18-22, 2024; May 13-17, 2024</i>				
1	GAMMAD, RYAN LAO TO	Medical Technology	Aquamarine	CHRISTIAN CZAR D. MALLILLIN
2	ACDAL, KEZZIAH NICOLE	Nursing	Aquamarine	
3	ACORDA, ALEXA SOFIYAH DARAWAY	Nursing	Aquamarine	
4	ADRI, EDELLE MAE GALINDON	Nursing	Aquamarine	
5	PATTAUI, JANELLE CANLAS	Nursing	Aquamarine	
6	RIVERA, KRISHNA VENICE IRINGAN	Geodetic Engineering	Aquamarine	
7	GASPAR, JOHNVIE AEDRIAN CUSIPAG	Nursing	Emerald	RUBY C. PUNZALAN
8	ALINCASTRE, ERIANNE NICOLE ADDUCUL	Nursing	Emerald	
9	CABARRUBIAS, FRANCESCA MARITHE RECCION	Nursing	Emerald	
10	CARENG, JULYANA CARMEL LINGAN	Nursing	Emerald	
11	CAULAN, AICONNE RHEA ZYRELLE ATIENZA	Nursing	Emerald	
12	GUILLERMO, RM JOY BALLINAN	Civil Engineering	Emerald	
13	IQUIN, KRITZ ANNA LORRAINE MALANA	Nursing	Emerald	
14	MACABABBAD, MARIEL ALDENISE BANGAYAN	Geodetic Engineering	Emerald	
15	NARCISO, AYESHA DOMINIQUE MATIAS	Nursing	Emerald	
16	NEMENZO, RHAIZA DOMINGO	Nursing	Emerald	
17	NOBLEZA, KATRIN LIBAN	Geodetic Engineering	Emerald	
18	PAYAGEN, KARMELA LUGAO	Nursing	Emerald	
19	TAMAYO, HAZEIAH AGUINALDO	Nursing	Emerald	
20	TUMALIUAN, REALYN BAQUIRAN	Nursing	Emerald	
CLUSTER 3: February 14, 21, 28, 2024; March 6, 13, 2024 and April 10, 17, 24, 2024; May 1, 8, 2024				
<i>Note: National Holiday and suspension of classes will be replaced on the following dates: March 18-22, 2024; May 13-17, 2024</i>				
1	AGGABAO, JOVIC BENEMERITO	Nursing	Garnet	ROAN T. BACULI



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2	NIEBRES, JUSTINE KARL RAMBOANGA	Dentistry	Garnet	MARLY I. CANAPI
3	ORPILLA, ANDREW EXZEQUIEL AGUSTIN	Civil Engineering	Garnet	
4	ROMERO, JUSTIN FURIGAY	Medical Technology	Garnet	
5	TULIAO, JOVEN CHRISTOPHER BALISI	Dentistry	Garnet	
6	BACCAY, CHANSEY JENIFFER TAMAYAO	Nursing	Garnet	
7	BALMATERO, ANNA LEAH MALLILLIN	Nursing	Garnet	
8	DECLARO, SOFIA MIKAELA SUYU	Civil Engineering	Garnet	
9	MALLILLIN, ERIKA FAYE ANTONIO	Nursing	Garnet	
10	MANGALIMAN, MIKA CAMBRI	Medical Technology	Garnet	
11	NOVAL, CHRISTINE JOY TUGAO	Medical Technology	Garnet	
12	PASCUAL, MEGAN NICOLE STO. TOMAS	Medical Technology	Garnet	
12	ZINGAPAN, ROSALIE MALANA	Electrical Engineering	Garnet	
13	BALDESANCHO, MYCA HADASA ARESTA	Nursing	Jade	
14	BALLAD, TIFFANY ANNE YONGCO	Nursing	Jade	
15	BULAQUI, JESSA ARUGAY	Veterinary Medicine	Jade	
16	CANCERAN, RAIZEL RUTH DE LOS SANTOS	Nursing	Jade	
17	GANTE, ODESSA OANDASAN	Nursing	Jade	
18	ISRAEL, ICON GORONIO	Nursing	Jade	
19	FERNANDEZ, JOCELHENE PASTOR	Nursing	Jade	
20	SOMERA, MYLA KASSANDRA PARUNGAO	Nursing	Jade	
CLUSTER 4: February 15, 22, 29, 2024; March 7, 14, 2024 and April 11, 18, 25, 2024; May 2, 8, 2024 <i>Note: National Holiday and suspension of classes will be replaced on the following dates:</i> March 18-22, 2024; May 13-17, 2024				
1	DELA CRUZ JR, EDISON E.	Nursing	Ruby	JOVI S. DESEMRA DA
2	AGPOON, ASHLEY KOREEN A.	Veterinary Medicine	Ruby	
3	MULLETA, SARAH LEONES C.	Medical Technology	Ruby	
4	NEGRADAS, FREECHIE AIELLA A.	Respiratory Therapy	Ruby	
5	NICDAO, ANGELA XENDIE D.	Electrical Engineering	Ruby	
6	PAMINIANO, NATHALIE C.	Nursing	Ruby	
7	TAPPAT, MARY RISE C.	Nursing	Ruby	
8	ALIGAM, DENMARC AMOR M.	Respiratory Therapy	Sapphire	PAUL VINCENT MARI B. DALIWAG
9	COLLERA, NIELE CHRISTIAN C.	Medical Technology	Sapphire	
10	DAQUIOAG, KHIM MARIQUE F.	Medical Technology	Sapphire	
11	CARAG, GRACELYN JOY M.	Nursing	Sapphire	
12	MANDAC, MAREE VIONXEY D.	Nursing	Sapphire	
13	VALDEZ, CHZATRIAJ YSABELLE R.	Nursing	Sapphire	
CLUSTER 5: February 16, 23, 2024; March 1, 8, 15, 2024 and April 12, 19, 26, 2024; May 3, 9, 2024 <i>Note: National Holiday and suspension of classes will be replaced on the following dates:</i> March 18-22, 2024; May 13-17, 2024				
1	ALAN, VANZELLE ROSE ABELLANOSA	Nursing	Topaz	MARK KENNETH C. SUMBILLO
2	ARCE, JANEL IRINGAN	Psychology	Topaz	
3	BACCAY, ARHIANA MAE ESPINOSA	Nursing	Topaz	
4	CANICULA, CZARINA APRIL PADUA	Nursing	Topaz	
5	EYA, JIELLIANE SAYO	Psychology	Topaz	
6	FERRER, MARIA ANGELITA DONATO	Veterinary Medicine	Topaz	
7	LAUIGAN, CLARISE DANA O	Psychology	Topaz	
8	POLIDO, LORAIN E DAYAG	Nursing	Topaz	
9	SALUDARES, NICOLE ASHLEY MALLILLIN	Veterinary Medicine	Topaz	
10	SEGURITAN, RAVYN KARYL ORTEZA	Nursing	Topaz	



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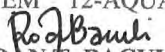
11	BALLAD, NATHANIEL CALLUENG	Nursing	Turquoise	MELANIE M. DAQUIOAG
12	DELA CRUZ, JOHN LEONARD BANGAYAN	Nursing	Turquoise	
13	MARIN, SEBASTIAN RALPH TAMBAUAN	Respiratory Therapy	Turquoise	
14	CAULAN, ANNE PAULINE BULAN	Nursing	Turquoise	
15	PARACAD, JOHN BERNARD LADAY	Medical Technology	Turquoise	
16	BERAN, JAMIL FAYE TUPPIL	Architecture	Turquoise	
17	CARANGUIAN, KHYLA ELLYSHA BADAJOS	Respiratory Therapy	Turquoise	
18	DAYAG, IVY PEARL AMOR NAVARRO	Respiratory Therapy	Turquoise	
19	GACIAS, LACEE CASSY REDONDO	Respiratory Therapy	Turquoise	
20	MANUEL, AVIELLA GHAILE CANCERAN	Respiratory Therapy	Turquoise	
21	MEÑA, DIVINE ASHLEY MEMAN	Veterinary Medicine	Turquoise	
22	MIGUEL, ANGEL DIAMOND TUMBALI	Respiratory Therapy	Turquoise	
23	PELAYO, MARIA CHRISTINA CALUBAQUIB	Respiratory Therapy	Turquoise	
24	PIZARRO, PAULINE CANAPI	Nursing	Turquoise	
25	SALES, NICHOLE MALILLIN	Respiratory Therapy	Turquoise	
26	TAGUIAM, LEINDRA NAVEIN BALISI	Respiratory Therapy	Turquoise	
27	VALDEZ, RICA ANGELICA RIVERA	Respiratory Therapy	Turquoise	

Total Number of Students: 93

Work Immersion Teachers


ALEC CEDRIC B. AGANUS
STEM 12- AMBER

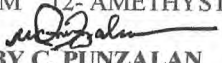
CHRISTIAN CZAR D. MALILLIN
STEM 12-AQUAMARINE



RON T. BACULI
STEM 12- GARNET

JOVI S. DESEMRADA
STEM 12- RUBY


MARK KENNETH C. SUMBILLO
STEM 12- TOPAZ

MARTINA DELA PAZ- DAQUIOAG
STEM 12- AMETHYST


RUBY C. PUNZALAN
STEM 12- EMERALD


MARLY I. CANAPI
STEM 12-JADE

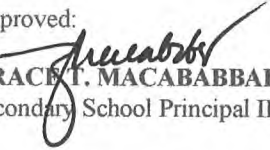
PAUL VINCENT MARI B. DALIWAG
STEM 12- SAPPHIRE

MELANIE M. DAQUIOAG
STEM 12- TURQUOISE

Reviewed by:


MARILEN M. TAPPA
Assistant Principal II

Approved:


GRACE T. MACABABBAD
Secondary School Principal II



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January 8, 2024

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OFFICE OF THE CITY MAYOR

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For your reference, attached herewith is the schedule of work immersion.

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Very truly yours,

[Signature]
MARLYN CANAPI
 Work Immersion Coordinator, STEM

Noted:

[Signature]
MARILEN M. TAPPA
 Assistant Principal II

Approved:

[Signature]
GRACE T. MACABABBAD
 Secondary School Principal II

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	Names	Preferred Courses	Section	Work Immersion Teacher
1	COSMIANO, IVAN NEIL E.	Nursing	Amber	ALEC CEDRIC B. AGANUS
2	DAYAG, JOHN MICHAEL C.	Nursing	Amber	
3	ABALOS, BIANCA DHANIELLE D.	Nursing	Amber	
4	ANTOR, ROSEMARIE L.	Nursing	Amber	
5	BARASI, KARYLLE P.	Nursing	Amber	
6	PATAY, FRENZ DLANORIE T.	Medical Technology	Amber	
7	DANAO, JULZ ANDREI BURAGA	Nursing	Amethyst	MARTINA DELA PAZ- DAQUIOAG
8	VALENCIA, PAUL BENEDICT STA. ANA	Nursing	Amethyst	
9	ARAGO, AZHEA CECIL LAGUNDI	Nursing	Amethyst	
10	GUDTAN, KARYLLE BALUNGGAYA	Nursing	Amethyst	
11	NARAG, CHRISTELINE QUIJANO	Nursing	Amethyst	
12	PALATAN, IRISH KATE MESA	Nursing	Amethyst	
13	TUMALIUAN, VANESSA SOFIA BALLAD	Nursing	Amethyst	
CLUSTER 2: February 13, 20, 27, 2024; March 5, 12, 2024 and April 9, 16, 23, 30 2024; May 7, 2024 <i>Note: National Holiday and suspension of classes will be replaced on the following dates:</i> March 18-22, 2024; May 13-17, 2024				
1	GAMMAD, RYAN LAO TO	Medical Technology	Aquamarine	CHRISTIAN CZAR D. MALLILLIN
2	ACDAL, KEZZIAH NICOLE	Nursing	Aquamarine	
3	ACORDA, ALEXA SOFIYAH DARAWAY	Nursing	Aquamarine	
4	ADRIS, EDELLE MAE GALINDON	Nursing	Aquamarine	
5	PATTAUI, JANELLE CANLAS	Nursing	Aquamarine	
6	RIVERA, KRISHNA VENICE IRINGAN	Geodetic Engineering	Aquamarine	
7	GASPAR, J OHNVIE AEDRIAN CUSIPAG	Nursing	Emerald	RUBY C. PUNZALAN
8	ALINCASTRE, ERIANNE NICOLE ADDUCUL	Nursing	Emerald	
9	CABARRUBIAS, FRANCESCA MARITHE RECCION	Nursing	Emerald	
10	CARENG, JULYANA CARMEL LINGAN	Nursing	Emerald	
11	CAUILAN, AICONNE RHEA ZYRELLE ATIENZA	Nursing	Emerald	
12	GUILLERMO, RM JOY BALLINAN	Civil Engineering	Emerald	
13	IQUIN, KRITZ ANNA LORRAINE MALANA	Nursing	Emerald	
14	MACABABBAD, MARIEL ALDENISE BANGAYAN	Geodetic Engineering	Emerald	
15	NARCISO, AYESHA DOMINIQUE MATIAS	Nursing	Emerald	
16	NEMENZO, RHAIZA DOMINGO	Nursing	Emerald	
17	NOBLEZA, KATRIN LIBAN	Geodetic Engineering	Emerald	
18	PAYAGEN, KARMELA LUGAO	Nursing	Emerald	
19	TAMAYO, HAZEIAH AGUINALDO	Nursing	Emerald	
20	TUMALIUAN, REALYN BAQUIRAN	Nursing	Emerald	
CLUSTER 3: February 14, 21, 28, 2024; March 6, 13, 2024 and April 10, 17, 24, 2024; May 1, 8, 2024 <i>Note: National Holiday and suspension of classes will be replaced on the following dates:</i> March 18-22, 2024; May 13-17, 2024				
1	AGGABAO, JOVIC BENEMERITO	Nursing	Garnet	ROANT. BACULI



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2	NIEBRES, JUSTINE KARL RAMBOANGA	Dentistry	Garnet	MARLY I. CANAPI
3	ORPILLA, ANDREW EXZEQUIEL AGUSTIN	Civil Engineering	Garnet	
4	ROMERO, JUSTIN FURIGAY	Medical Technology	Garnet	
5	TULIAO, JOVEN CHRISTOPHER BALISI	Dentistry	Garnet	
6	BACCAY, CHANSEY JENIFFER TAMAYAO	Nursing	Garnet	
7	BALMATERO, ANNA LEAH MALLILLIN	Nursing	Garnet	
8	DECLARO, SOFIA MIKAELA SUYU	Civil Engineering	Garnet	
9	MALLILLIN, ERIKA FAYE ANTONIO	Nursing	Garnet	
10	MANGALIMAN, MIKA CAMBRI	Medical Technology	Garnet	
11	NOVAL, CHRISTINE JOY TUGAO	Medical Technology	Garnet	
12	PASCUAL, MEGAN NICOLE STO. TOMAS	Medical Technology	Garnet	
12	ZINGAPAN, ROSALIE MALANA	Electrical Engineering	Garnet	
13	BALDESANCHO, MYCA HADASA ARESTA	Nursing	Jade	
14	BALLAD, TIFFANY ANNE YONGCO	Nursing	Jade	
15	BULAQUI, JESSA ARUGAY	Veterinary Medicine	Jade	
16	CANCERAN, RAIZEL RUTH DE LOS SANTOS	Nursing	Jade	
17	GANTE, ODESSA OANDASAN	Nursing	Jade	
18	ISRAEL, ICON GORONIO	Nursing	Jade	
19	FERNANDEZ, JOCELHENE PASTOR	Nursing	Jade	
20	SOMERA, MYLA KASSANDRA PARUNGAO	Nursing	Jade	

CLUSTER 4: February 15, 22, 29, 2024; March 7, 14, 2024 and April 11, 18, 25, 2024; May 2, 8, 2024

Note: National Holiday and suspension of classes will be replaced on the following dates:

March 18-22, 2024; May 13-17, 2024

1	DELA CRUZ JR, EDISON E.	Nursing	Ruby	JOVI S. DESEMRADA
2	AGPOON, ASHLEY KOREEN A.	Veterinary Medicine	Ruby	
3	MULLETA, SARAH LEONES C.	Medical Technology	Ruby	
4	NEGRADAS, FREECHIE AIELLA A.	Respiratory Therapy	Ruby	
5	NICDAO, ANGELA XENDIE D.	Electrical Engineering	Ruby	
6	PAMINIANO, NATHALIE C.	Nursing	Ruby	
7	TAPPAT, MARY RISE C.	Nursing	Ruby	
8	ALIGAM, DENMARC AMOR M.	Respiratory Therapy	Sapphire	PAUL VINCENT MARI B. DALIWAG
9	COLLERA, NIELE CHRISTIAN C.	Medical Technology	Sapphire	
10	DAQUIOAG, KHIM MARIQUE F.	Medical Technology	Sapphire	
11	CARAG, GRACELYN JOY M.	Nursing	Sapphire	
12	MANDAC, MAREE VIONXEY D.	Nursing	Sapphire	
13	VALDEZ, CHZATRIAJ YSABELLE R.	Nursing	Sapphire	

CLUSTER 5: February 16, 23, 2024; March 1, 8, 15, 2024 and April 12, 19, 26, 2024; May 3, 9, 2024

Note: National Holiday and suspension of classes will be replaced on the following dates:

March 18-22, 2024; May 13-17, 2024

1	ALAN, VANZELLE ROSE ABELLANOSA	Nursing	Topaz	MARK KENNETH C. SUMBILLO
2	ARCE, JANEL IRINGAN	Psychology	Topaz	
3	BACCAY, ARHIANA MAE ESPINOSA	Nursing	Topaz	
4	CANICULA, CZARINA APRIL PADUA	Nursing	Topaz	
5	EYA, JIELLIANE SAYO	Psychology	Topaz	
6	FERRER, MARIA ANGELITA DONATO	Veterinary Medicine	Topaz	
7	LAUIGAN, CLARISE DANA O	Psychology	Topaz	
8	POLIDO, LORAIN DAYAG	Nursing	Topaz	
9	SALUDARES, NICOLE ASHLEY MALLILLIN	Veterinary Medicine	Topaz	
10	SEGURITAN, RAVYN KARYL ORTEZA	Nursing	Topaz	



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11	BALLAD, NATHANIEL CALLUENG	Nursing	Turquoise	MELANIE M. DAQUIOAG
12	DELA CRUZ, JOHN LEONARD BANGAYAN	Nursing	Turquoise	
13	MARIN, SEBASTIAN RALPH TAMBAUAN	Respiratory Therapy	Turquoise	
14	CAUILAN, ANNE PAULINE BULAN	Nursing	Turquoise	
15	PARACAD, JOHN BERNARD LADAY	Medical Technology	Turquoise	
16	BERAN, JAMIL FAYE TUPPIL	Architecture	Turquoise	
17	CARANGUAN, KHYLA ELLYSHA BADAJOS	Respiratory Therapy	Turquoise	
18	DAYAG, IVY PEARL AMOR NAVARRO	Respiratory Therapy	Turquoise	
19	GACIAS, LACEE CASSY REDONDO	Respiratory Therapy	Turquoise	
20	MANUEL, AVIELLA GHAILE CANCERAN	Respiratory Therapy	Turquoise	
21	MEÑA, DIVINE ASHLEY MEMAN	Veterinary Medicine	Turquoise	
22	MIGUEL, ANGEL DIAMOND TUMBALI	Respiratory Therapy	Turquoise	
23	PELAYO, MARIA CHRISTINA CALUBAQUIB	Respiratory Therapy	Turquoise	
24	PIZARRO, PAULINE CANAPI	Nursing	Turquoise	
25	SALES, NICHOLE MALILLIN	Respiratory Therapy	Turquoise	
26	TAGUIAM, LEINDRA NAVEIN BALISI	Respiratory Therapy	Turquoise	
27	VALDEZ, RICA ANGELICA RIVERA	Respiratory Therapy	Turquoise	

Total Number of Students: 93

Work Immersion Teachers

Alec Cedric B. Aganus
ALEC CEDRIC B. AGANUS
 STEM 12- AMBER

Christian Czar D. Malillin
CHRISTIAN CZAR D. MALILLIN
 STEM 12-AQUAMARINE

Roan F. Baculi
ROAN F. BACULI
 STEM 12- GARNET

Jovi S. DeSemrada
JOVI S. DESEMRA DA
 STEM 12- RUBY

Mark Kenneth C. Sumbillo
MARK KENNETH C. SUMBILLO
 STEM 12- TOPAZ

Martina Dela Paz- Daquioag
MARTINA DELA PAZ- DAQUIOAG
 STEM 12- AMETHYST

Ruby C. Punzalan
RUBY C. PUNZALAN
 STEM 12- EMERALD

Marly I. Canapi
MARLY I. CANAPI
 STEM 12-JADE

Paul Vincent Mari B. Daliwag
PAUL VINCENT MARI B. DALIWAG
 STEM 12- SAPPHIRE

Melanie M. Daquioag
MELANIE M. DAQUIOAG
 STEM 12- TURQUOISE

Reviewed by:

Marilen M. Tappa
MARILEN M. TAPPA
 Assistant Principal II

Approved:

Grace T. Macababbad
GRACE T. MACABABBAD
 Secondary School Principal II



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CAGAYAN NATIONAL HIGH SCHOOL – SENIOR HIGH

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement is entered into this ___ DAY of ____, 2023 in Tuguegarao City by and between:

The **CAGAYAN NATIONAL HIGH SCHOOL-SENIOR HIGH**, with School Identification Number **305873** a public high school, with principal address at Bagay Road, San Gabriel, Tuguegarao City, represented in this Agreement by its Secondary School Principal, GRACE T. MACABABBAD, FILIPINO of legal age, and hereinafter referred to as the **SCHOOL**;

-and-

The CITY GOVERNMENT OFFICE, of the Republic of the Philippines, with principal address at Bagay Road, San Gabriel, Tuguegarao City, represented in this agreement by its CITY MAYOR, HON. MAILA ROSARIO TING-QUE, FILIPINO, of legal age, hereinafter referred to as **OFFICE**,

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, (DepEd Order No. 30, s 2017), the K to 12 Basic Education Program is to develop among learners the competencies, work ethics and values relevant to pursuing further education/and or joining the world of work. Work Immersion, a required subject has been incorporated into curriculum.

WHEREAS, the **CAGAYAN NATIONAL HIGH SCHOOL-SENIOR HIGH** is among those that will offer Senior High School Program to students in the community to carry out DepEd’s objectives for SHS as spelled out above;



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WHEREAS, to achieve this objective, the CAGAYAN NATIONAL HIGH SCHOOL- SENIOR HIGH needs to enter into a Work Immersion Partnership with the CITY GOVERNMENT OFFICE.

WHEREAS, the CAGAYAN NATIONAL HIGH SCHOOL-SENIOR HIGH considers going into a work immersion partnership with the CITY GOVERNMENT OFFICE as part of its mission to create a positive impact on the community, especially the young people;

WHEREAS, the CAGAYAN NATIONAL HIGH SCHOOL-SENIOR HIGH 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 CAGAYAN NATIONAL HIGH SCHOOL-SENIOR HIGH and the CITY GOVERNMENT OFFICE hereinafter collectively referred to as “the PARTIES”, undertake to collaborate toward the successful implementation of the Work Immersion Program cognizant of the need for special protection of the child and with the best interest of the Senior High School learners at heart;

WHEREAS, the CAGAYAN NATIONAL HIGH SCHOOL-SENIOR HIGH has requested for a work immersion training of (12) twelve Grade 12 Science, Technology, Engineering and Mathematics students.

Cluster	Dates	Total Number of Students
2	February 13, 20, 27, 2024; March 5, 12, 2024 April 9, 16, 23, 30 2024; May 7, 2024	2
4	February 15, 22, 29, 2024; March 7, 14, 2024 April 11, 18, 25,2024; May 2, 8, 2024	6
5	February 16, 23,2024; March 1, 8,15, 2024 April 12, 19, 26,2024; May 3, 9, 2024	4
Total		12

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



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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;

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 a business 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. Appreciate the importance and application of the principles and theories learned in school.
2. Enhance their technical knowledge and skills.
3. Enrich their skills in communications and human relations.
4. Develop good work habits, attitudes, appreciation and respect for work.

I. OBJECTIVES OF THE WORK IMMERSION PARTNERSHIP

The Work Immersion Partnership has the following objectives:

1. supplement the formal curriculum of the Work Immersion Program with special inputs coming from the CITY GOVERNMENT OFFICE experts and practitioners in order to make the Work Immersion Program aligned and consistent with work standards;
2. develop in the students of the Work Immersion Program the knowledge and skills that are relevant to the needs of the job market in the area.
3. provide Senior High School students relevant learning experiences by giving them exposure to the actual workplace setting.
4. form a Work Immersion Partnership between the CAGAYAN NATIONAL HIGH SCHOOL-SENIOR HIGH and the CITY GOVERNMENT OFFICE allowing the



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students, faculty, and staff of the schools concerned the use of and access to the CITY GOVERNMENT OFFICE workplace and equipment as part of their Work Immersion Program.

II. RESPONSIBILITIES OF THE PARTIES

A. Joint Responsibilities

Both the CAGAYAN NATIONAL HIGH SCHOOL-SENIOR HIGH and the CITY GOVERNMENT OFFICE 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, memorandums, and circulars especially those pertaining to child protection as provided for in the Guidelines for Work Immersion (Guidelines).
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 students during the whole duration of the Work Immersion Program in the CITY GOVERNMENT OFFICE.
6. formulate local school work immersion policies and guidelines on selection, placement, monitoring, and assessment of students (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 CAGAYAN NATIONAL HIGH SCHOOL-SENIOR HIGH, shall:

1. identify and indicate the SHS track/s, strand/s, and/or specialization/s which will be the subject of the partnership.



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2. make the needed adjustments to contextualize the SHS subjects based on inputs coming from CITY GOVERNMENT OFFICE.
3. designate a person in charge of coordinating with CITY GOVERNMENT OFFICE and supervising the activities of the students for the duration of the Work Immersion Program.
4. provide insurance coverage for learners during the work immersion program.
5. 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.
6. 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.
7. provide the CITY GOVERNMENT OFFICE an evaluation tool for the students' immersion performance.
8. issue a final grade to the student upon completion of the requirements within a prescribed period.
9. ensure that the student will adhere to the non- disclosure policies of the Municipality/City/Province as agreed to by the CAGAYAN NATIONAL HIGH SCHOOL-SENIOR HIGH.
10. provide signed Consent forms from the parents as applicable.
11. provide the CITY GOVERNMENT OFFICE a Certificate of Participation in the Work Immersion Program for whatever purpose it may serve.
12. execute a deed of acceptance as a way of recognizing and acknowledging the donation/s received from the CITY GOVERNMENT OFFICE.

C. The CITY GOVERNMENT OFFICE - shall:

1. assign a competent Immersion Coordinator from the CITY GOVERNMENT OFFICE 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.



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2. provide inputs into the curriculum through the discussions or workshops that DepEd will organize.
3. lend its expertise by making available its resident resource persons to provide training to the students.
4. allow the students to be deployed to the different sections/departments/project sites of the CITY GOVERNMENT OFFICE based on the Work Immersion Daily Schedule of Activities.
5. agree to the required number of hours of the immersion program set under the DepEd SHS curriculum.
6. provide students with an orientation about CITY GOVERNMENT OFFICE its line of business, and the work its employees do, and expose them to the various stakeholders of the community in which the CITY GOVERNMENT OFFICE operates for the students to get a holistic understanding of its business.
7. ensure that students undergo training related to their course, and provide the students with work or activities based on the activities listed in the prescribed template for the Immersion Program of Activities.
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.

III. EFFECTIVITY

This agreement shall hold for the duration of Academic Year 2023-2024 and is renewable every year. The CAGAYAN NATIONAL HIGH SCHOOL-SENIOR HIGH and the CITY GOVERNMENT OFFICE shall submit their intention for renewal of this agreement through formal notice within thirty (30) days before the expiration of this Agreement.



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The CAGAYAN NATIONAL HIGH SCHOOL-SENIOR HIGH and the CITY GOVERNMENT OFFICE reserve their respective rights to terminate their participation in the agreement through formal written notice within thirty (30) days before the effectivity of the termination. Both parties shall turnover all deliverables agreed thereto in their Work Immersion Program. Termination shall be subject to the mutual agreement between the parties.

A material breach of the Work Immersion Guidelines and/or this MOA shall constitute a ground for termination of the MOA, in whole or in part, by the aggrieved party, without prejudice to other legal remedies.

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 OFFICE 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 OFFICE 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 OFFICE 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 OFFICE.



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VI. OTHER PROVISIONS

It is expressly understood by the PARTIES that the CITY GOVERNMENT OFFICE is not obliged to pay wage or salary since there is no employer-employee relationship that exists. However, the CITY GOVERNMENT OFFICE 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;
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;



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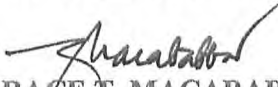
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8. advertisements, posting, or solicitations for the program clearly discuss education or training, rather than employment, although employers may indicate that qualified graduates may be considered for employment.


FOR THE CNHS-SH:


GRACE T. MACABABBAD
Secondary School Principal II

FOR THE CITY GOVERNMENT OFFICE:

HON. MAILA ROSARIO TING-QUE
City Mayor

WITNESSED BY:


MARILEN M. TAPPA
Assistant Principal II

Dr. JOSEFINA C. CHUA
OIC, City Health Officer

APPROVED BY:

GILBERT N. TONG, Ph.D. CEO VI, CESO V
Schools Division Superintendent



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