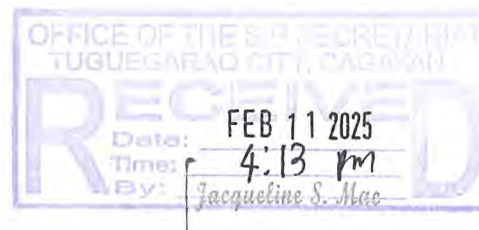




BAGONG PILIPINAS

Republic of the Philippines
Province of Cagayan
TUGUEGARAO CITY

Phone number: 0953-588-3721 | email address: cmotuguegaraocity@gmail.com



OFFICE OF THE CITY MAYOR

11 February 2025

THE PRESIDING OFFICER AND MEMBERS

Sangguniang Panlungsod
This City

Dear *Presiding Officer and Members of the Sanggunian*:

Herewith is the Memorandum of Agreement between the Tuguegarao City Government and the Cagayan State University- Andrews Campus relative to the On- The-Job Training of the latter's BS Public Health students, for your information and appropriate action.

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.

Thank you!

In the name of public service,

MAILA ROSARIO S. TING-QUE 
City Mayor

Copy furnished:

- ☐ LYDO
- ☐ CHO



MEMORANDUM OF AGREEMENT

KNOWN ALL MEN BY THESE PRESENTS:

Hon. MAILA ROSARIO S. TING-QUE

This Memorandum of Agreement made and entered into by and between:

The **CITY HEALTH OFFICE OF TUGUEGARAO**, a Local Government Unit duly constituted under existing laws of the Republic and with principal office at Tuguegarao City Cagayan, Philippines, herein represented by its, **City Mayor, Hon. MAILA ROSARIO S. TING-QUE** hereinafter referred to as the **"FIRST PARTY"**

-and-

ROBIN ZINGPAN, MD

CAGAYAN STATE UNIVERSITY - ANDREWS CAMPUS, a -higher educational institution created by virtue of Presidential Decree No. 1436 and operating under the laws of the Republic of the Philippines, with principal address at Andrews Campus, Caritan Sur, Tuguegarao City, Cagayan 3500, duly represented by its **Officer-in-Charge, Office of University President, ARTHUR G. IBAÑEZ, PhD, ASEAN ENGR.**, herein referred to as the **"SECOND PARTY"**

DR. ARTHUR G. IBAÑEZ, ASEAN ENGR.

WITNESSETH:

Atty. CARLA MARIE L. SUMIGAD, CPA

WHEREAS, the **FIRST PARTY** manages the City Health Office and influences the operation of Barangay Health Station's facilities and structures strategically located within Tuguegarao City, Province of Cagayan;

WHEREAS, as a matter of policy and prevailing rules and regulations, the **FIRST PARTY** will be utilizing the City Health Office, Barangay Health Stations and its corresponding facilities and structure to afford Bachelor of Science in Public Health students and as NC II Elderly Care Training participants with on-the-job training (OJT), and agrees to affiliate with the **FIRST PARTY**; to fulfill their academic requirements for the completion of their course preparatory to the practice of their profession;

JULIUS T. CAPILI, RMT, MPH, PhD

WHEREAS, the **SECOND PARTY** has expressed its desire to avail of the health facilities and structures managed by the **FIRST PARTY** for the proper training of its Bachelor of Science in Public Health students, and as NC II Elderly Care Training participants with on-the-job training (OJT), and agrees to affiliate with the **FIRST PARTY**; and agrees to affiliate with the **FIRST PARTY**;

VILMA T. VILLALUZ

NOW, THEREFORE, for in consideration of the foregoing premises and of the mutual covenants and stipulations hereinafter set forth, the parties have agreed as follows:

e. Prepare the interns to be highly employable in their institution & become priority applicants for hiring Public Health Practitioners.

3. Limitations of Interns:

- a. The ratio of Clinical Instructor to students in the CHO is one is to eleven (1:11 students) per group;
- b. To expedite learning experiences, at least six (6) students can be assigned in the City Health Office and five to six (5-6) students in the Barangay Health Station at one time. Rotations should be made with reference to the schedule prepared by the Clinical Instructors and approved by the City Health Officer.
- c. The deployment of student affiliates shall be governed by the following guidelines:
- i. The **SECOND PARTY** submits a request to the City Mayor of Tuguegarao and the City Health Officer for the rotation of its student. The request shall contain the name of the students to be assigned at a specific area and the duration of the rotation and/or assignment.
- ii. The **City Health Officer** approves the same and issues a Rotation Plan for the Bachelor of Science in Public Health students as NC II Elderly Care Training participants with on-the-job training (OJT), affiliate indicating the names and the duration of their stay in a given area of assignment.
- d. In no case shall the **City Health Officer** allow the deployment of affiliate Bachelor of Science in Public Health students as NC II Elderly Care Training participants with on-the-job training (OJT), without an approved Rotation Plan.

4. Financial Assistance

- a. In line with the policies and programs of the **FIRST PARTY** on sustainability and revenue generation, each affiliating Bachelor of Science in Public Health students shall pay, by way of **INTERNSHIP FEE**, the amount of eighty pesos (P 80.00) per student for the entire course of assignment or deployment (**1 month**) to the cashier's office of the **SECOND PARTY**.
- b. The payment shall be made to the **FIRST PARTY** upon issuance of **statement of accounts (SOA)** to the **SECOND PARTY**

5. Duration of this Agreement:

This agreement shall be effective from the date of its execution hereof until the end of the current academic year, renewable every year, thereafter, subject to such terms and conditions that both parties may mutually agree on.

This agreement may be revoked or terminated within the said period subject to reasonable notice or respond.

6. General Policies:

- a. In no case that the interest and welfare of the patients be subordinated to the conduct of training and affiliation;

Hon. MAILA ROSARIO S. TING-QUE

ROBIN ZINGFAN, MD

DR. ARTHUR G. IBANEZ, ASEAN ENGR.

ATTY. CARLA MARIE L. SUMIGAD, CPA

JULIUS T. CAPIILI, RMT, MPH, PhD

VILMA T. VILLALBA

b. The **FIRST PARTY**, through its duly designated City Health Office Official may require the Bachelor of Science in Public Health students affiliates to wear proper uniform, wear school ID with identifications tag, sign attendance sheets, submit reports and perform such other duties and responsibilities which the **FIRST PARTY** or its duly designated City Health Office Official may deem necessary in accordance with clinical focus for the proper and effective monitoring of attendance, behavior and performance of students;

c. Each party, namely, the student/s, the Institution and the host training establishment, 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 a person, or loss of damages to property, by or on account of the performance of the respective obligations by the parties under this agreement.

d. No amendment, modification or alteration of the provisions of this agreement shall be binding on the parties hereto, unless done in writing duly signed by both parties and approved by the proper authorities.

7. Severability Clause:

In any portion or provision of this Act are declared void or unconstitutional, the remaining portions or provisions thereof shall not be affected by such declaration

8. Data Privacy

All information whether personal or sensitive that will come to the knowledge of the parties, its employees, personnel, and staff as a result of this Agreement or by any other means shall deemed confidential and shall be processed and protected at all times in accordance with Republic Act No. 10173 (Data Privacy Act of 2012).

All of these matters are classified as confidential in nature and propriety to the **FIRST PARTY** and the intern hereby cannot, appropriate to his/her own, use, copy or transfer and undertake to prevent transfer of such information by any means to any party outside of the **FIRST PARTY** without the knowledge and written consent of the **FIRST PARTY**, the client or patient, or by order of the court.

Any personal and/or sensitive personal information breach shall be communicated immediately to the **FIRST PARTY** for appropriate action within 48 hours from knowledge or occurrence of the breach. Each Party, its employees, personnel and staffs understand that any breach or violations of any provisions of the Data Privacy Act, shall make him/her liable criminally, administratively, and civilly. Each intern shall be required to sign a confidentiality undertaking which shall form part of this Agreement.

9. Effectivity and Termination

This agreement shall take effect upon approval by both parties and shall be binding for a period of 3 years, unless earlier terminated, revoked, extended, or renewed by the written mutual agreement of both parties

Tuguegarao City of Cagayan, February 3 to July 31, 2025

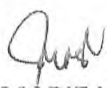
Hon. MAILA ROSARIO S. TING-QUE
City Mayor
Tuguegarao City

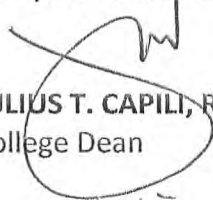
DR. ARTHUR G. IBAÑEZ, ASEAN ENGR.
OIC President
Cagayan State University


Witnesses:

ROBIN ZINGPAN, MD
City Health Officer
Tuguegarao City, Cagayan

Witnesses:


Atty. CARLA MARIE L. SUMIGAD, CPA
Campus Executive Officer- CSU-Andrews


JULIUS T. CAPILI, RMT, MPH, PhD, DPASMAP
College Dean


VILMA T. VILLALUZ, RM, MPH
Program Coordinator, Public Health