



## MEMORANDUM OF AGREEMENT

BETWEEN



The **PHILIPPINE NORMAL UNIVERSITY**, the National Center for Teacher Education, with Principal address in the city of Manila, Philippines, represented herein by the Officer-in-Charge of the Office of the President, **DR. MA. ANTOINETTE C. MONTEALEGRE**, hereinafter referred to as **PNU**

AND

The **UNIVERSITY OF THE PHILIPPINES**, the National University, created by virtue of Act No. 1870, as amended and strengthened by Republic Act No. 9500, otherwise known as "The University of the Philippines Charter of 2008" through its constituent university at Diliman, with official address at Quezon Hall, U.P. Campus, Diliman, Quezon City, 1101, Philippines, represented herein by its Chancellor, **DR. MICHAEL L. TAN**, hereinafter referred to as **UPD**

recognizing the benefits to their respective Universities from the establishment of institutional links, conclude this Agreement.

That UPD:

1. Shall provide a work program of activities for the student trainees (henceforth referred to as the "ST") equivalent to 150 hours;
2. Shall provide experience to the ST that will enhance his/her ability to work as a scientists/ researcher in the future, and expose the students to how operations are done in the workplace. There is no employer-employee relationship between UPD and the ST. There is no obligation on the part of UPD to hire the ST after completion/termination of the work program training;
3. Shall have its Trainee Supervisor guide and instruct the trainee on what tasks to do; and monitor the daily activities of the student trainee, including attendance;
4. Shall provide the ST with an identification card and a time-card, for recording attendance;
5. Shall not be liable for any accident or body injuries occurring to the ST and for any loss of ST's personal property while in the premises of UPD for the duration of the training;
6. Shall have the Section/Division/Department concerned issue a Certificate of Completion and an Evaluation of Performance after completion of the required number of days/hours of training.



That the ST:

1. Shall submit to UPD the following before the start of the training:
  - Personal Data Sheet
  - Parent's Consent/waiver form
  - Letter of recommendation by the Program Coordinator
  - Life/Accident Insurance
  - Medical Certificate by government physician attesting to the fitness to undertake the work
2. Shall observe the existing Office decorum and policies (e.g., regular working hours, dress code) for the duration of the training/program;
3. Shall shoulder all expenses, including travel and transportation expenses for the duration of the training/program;
4. Shall accomplish a logbook of daily activities that will be periodically checked by the designated Trainee Supervisor;
5. Shall inform the Trainee Supervisor in advance if she/he is not reporting to the Office, and shall make up for days absent to complete the required number of days/hours of training;
6. Shall be liable for any breakage and/or destruction of any equipment or laboratory facilities resulting from his/her own fault or negligence for the duration of training;
7. Shall submit a Technical Report regarding the training conducted; and
8. Shall not disclose any confidential information that the ST may obtain during the course of his training without the written permission of UPD.

That Philippine Normal University:

1. Shall conduct an orientation for the ST detailing the student's duties and responsibilities during the training program;
2. Shall request the parent/s or the guardian of the ST to sign a waiver releasing both UPD and PNU from legal action in case of injury or harm occurring to the ST;
3. Shall assist UPD's designated Trainee Supervisor in monitoring the active participation and attendance of the ST;
4. Shall not be liable for any accident or body injuries occurring to the ST and for any loss of a ST's personal property while in the premises of UPD for the duration of the internship/training; and

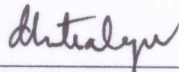


5. Shall provide the ST and the Trainee Supervisor with guidelines for evaluating the ST's performance in the internship program.

This Training Program is scheduled to run for a period of 150 hours training every summer for a period of three years. This agreement shall take effect upon signing hereof by the parties subject to annual review, without prejudice to renewal upon mutual agreement of the parties. Any of the parties may withdraw from this Agreement upon a written notification of at least three (3) months before the withdrawal takes effect. This entire Agreement may be terminated any time upon mutual agreement by the parties.

**PHILIPPINE NORMAL UNIVERSITY**

By:

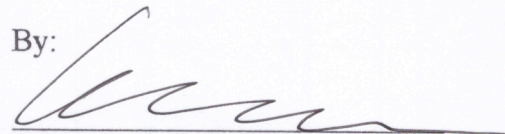


**MA. ANTOINETTE C. MONTEALEGRE, D.A.**  
OIC, OFFICE OF THE PRESIDENT

Date: \_\_\_\_\_

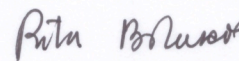
**UNIVERSITY OF THE PHILIPPINES**

By:

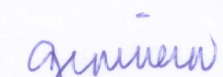
  
**MICHAEL L. TAN, Ph.D.**  
Chancellor

Date: \_\_\_\_\_


**WITNESSES:**

  
**Putin Boluoso**  
Dean, College of Teacher Development

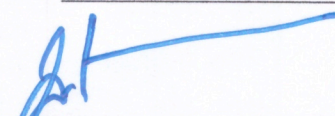
Date: \_\_\_\_\_

  
**GLADYS NIVORA**

Date: \_\_\_\_\_

  
**GIOVANNI A. TAPANG, Ph.D.**  
Dean, College of Science

Date: \_\_\_\_\_

  
**WILSON O. GARCIA, Ph.D.**  
NIP Director

Date: \_\_\_\_\_



## ACKNOWLEDGMENT

REPUBLIC OF THE PHILIPPINES)  
Quezon City ) S.S.

BEFORE ME, a notary public for and in Quezon City, this NOV 13 2019  
20\_\_, personally appeared:

Name	ID No.	Date/Place Issued
Ma. Antoinette C. Montealegre	<u>TIN # 120-836706</u>	<u>12/16/11 - Th. Manila</u>
Michael L. Tan	<u>VP ID # 0207319153</u>	

known to me known to be the same persons who executed the foregoing instrument and acknowledged to me that the same are their free act and voluntary deed.

This instrument, consisting of five (5) pages, including the page on which this acknowledgment is written, has been signed on the left margin of each and every page thereof by the concerned parties and their witnesses, and sealed with my notarial seal.

WITNESS MY HAND AND SEAL on this NOV 13 2019 20\_\_ at  
Quezon City.

Doc No. 234 ;  
Page No. 46 ;  
Book No. XXXI ;  
Series of 20 19 .

NOTARY PUBLIC

**ATTY. RACHEL O. AVIANO-LOCSIN**  
Notary Public for Quezon City until December 31, 2019  
Adm. Matter NP-011 (2018-2019); Roll No. 58790  
IBP No. 057968; 12/27/18; Quezon City  
PTR No. 7323843; 01/03/19; Quezon City  
MCLE Compliance No. VI-0003175; 09/08/17  
B-104 Harding Bougainvillea, U.P. Campus,  
Diliman, Quezon City  
Tel.# 7349213



CONFORME:

This is to signify my conformity with the attached Memorandum of Agreement between the Philippine Normal University and the University of the Philippines.

Thank you.

\_\_\_\_\_  
SIGNATURE OVER PRINTED NAME

\_\_\_\_\_  
DATE

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d.f.

Bm



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