

PHILIPPINE SCIENCE HIGH SCHOOL SYSTEM
SCIENCE IMMERSION PROGRAM

MEMORANDUM OF AGREEMENT

This **MEMORANDUM OF AGREEMENT** made and executed this 02 JUN 2023 day of _____, by and between:

DOST- PHILIPPINE SCIENCE HIGH SCHOOL SYSTEM, a government educational institution organized and existing by virtue of Republic Act No. 8496, as amended, with principal office address at Agham Road, Diliman, Quezon City, duly represented herein by its Executive Director, **LILIA T. HABACON**, and herein referred to as the "**SYSTEM**";

-and-

UNIVERSITY OF THE PHILIPPINES DILIMAN, the National University created by virtue of Republic Act 1870, as amended and strengthened by Republic Act No. 95000, 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 by its Chancellor, **EDGARDO CARLO L. VISTAN II**, herein referred to as the "**UNIVERSITY**";

WITNESSETH THAT:

WHEREAS, the **SYSTEM** is mandated by law to contribute to nation building by helping the country attain a critical mass of professionals and leaders in science and technology;

WHEREAS, the **UNIVERSITY**, has a tradition of excellence in research and education and offers state-of-the-art physical facilities and instrumentation;





WHEREAS, the **SYSTEM**, through the **SCIENCE IMMERSION PROGRAM (SIP)**, exposes its scholars to actual scientific research or research projects done either in the laboratory, online immersion and consultation, or in the field with the goal of motivating the scholar to pursue a course and a future career in science and technology;

WHEREAS, the **UNIVERSITY**, has the scientific equipment, laboratory and expertise that can expose and train the **SYSTEM**'s scholars to extensive and in-depth scientific research;

WHEREAS, the **UNIVERSITY**, upon request of the **SYSTEM**, has expressed its willingness to be a collaborating agency for the SIP **2023-2027**;


LILIA T. HABACON
Executive Director, PSHS System


EDGARDO CARLO L. VISTAN II
Chancellor



NOW, THEREFORE, for and in consideration of the foregoing premises, the parties agree to be bound by the following terms and conditions:

1. **PURPOSE:** The following objectives are set forth in the execution of this Memorandum of Agreement:

- a. For the **SYSTEM's** scholars to develop science research laboratory skills and help identify and formulate research problems for their future research work;
- b. For the **SYSTEM's** scholars to interact with other researchers and scientists by allowing them to be immersed, on site or online immersion and consultation, in the research projects of the **UNIVERSITY**;
- c. For the **SYSTEM's** scholars to consider the basic science principles involved in the operation of the **UNIVERSITY**; and obtain a basic knowledge of the technological, economic and environmental factors involved in the establishment of the institution; and
- d. For the **SYSTEM's** scholars to appreciate the importance of the **UNIVERSITY** and its relation with society and the economy.

2. **EFFECTIVITY:**

This MOA, upon signing of both Parties, shall be in effect for the year, **2023 to 2027**, whereby the **UNIVERSITY**; agrees to admit and train a specified number of the **SYSTEM'S** scholars with the end goal of exposing them to actual or online immersion and consultation of scientific research and research projects and motivating them to pursue a course and career in science and technology. Either Party may terminate this MOA by giving at least thirty (30) days' notice in writing to the other Party.

3. **RESPONSIBILITIES OF THE SYSTEM:**

- a. The **SYSTEM** shall recruit and select the scholars who will participate in the **SIP 2023-2027**;
- b. The **SYSTEM** shall ensure that the participating scholars is covered by a personal accident insurance during the entire duration of the program;
- c. The **SYSTEM** shall conduct an orientation of the scholars' general duties and responsibilities that will be applicable during the period of their SIP, together with their parents/legal guardians for their information and guidance;


JILIA T. HABACON
Executive Director, PSHS System


EDGARDO CARLO L. VISTAN II
Chancellor

Julia T. Habacon
LILIA T. HABACON
Executive Director, PSHS System

- d. The **SYSTEM** shall assign a staff member from the Research Policy and Academics Division (RPAD) to serve as over-all coordinator, in close coordination with the SIP Coordinators/Teacher-Chaperone, to supervise and monitor deployment of student-interns to the **UNIVERSITY**;
- e. The **SYSTEM** shall identify the SIP Coordinators and/or chaperones to be assigned to the **UNIVERSITY** to supervise and oversee the student-interns on a daily basis, if required;
- f. The **SYSTEM** shall endorse the participating scholars and SIP Coordinators to the **UNIVERSITY** during the first day of the immersion or in case of on-line science immersion program;
- g. The **SYSTEM**, shall submit two weeks before the start of the immersion a list of scholars, SIP Coordinators and/or chaperones referred to under Paragraph 4 (b) (iii) to be deployed to the **UNIVERSITY** which shall form an integral part of this Memorandum of Agreement.
- h. The **SYSTEM**, through the respective campuses, shall provide the scholars' allowance upon their submission of the necessary requirements and daily time record of attendance.
- i. The **SYSTEM**, upon request, shall provide a summary of the interns' self-evaluation of their experiences during immersion to the **UNIVERSITY**.

4. RESPONSIBILITIES OF THE UNIVERSITY:

Immersion Program

- a. The **UNIVERSITY** shall provide a two (2) to three (3) weeks immersion program of activities (will vary on the proposed activities) with a minimum of eighty (80) hours immersion;
- b. The **UNIVERSITY** shall designate an internship trainee supervisor who will perform the following functions:
 - i. Orient, guide and assist the scholars in laboratory activities, research work and/or literature research;
 - ii. Evaluate the participating scholars' attendance and performance using the Evaluation Form that will be provided by the **SYSTEM**; and
 - iii. Regularly coordinate with the SIP Coordinators and/or chaperones.

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EDGARDO CARLO L. VISTAN II
Chancellor


JULIA T. HABACON
Executive Director, PSHS System

- c. The **UNIVERSITY**, shall ensure that participating scholars shall work in an environment conducive to learning and shall not, at any time, be exposed to any work, project, research or activity that may pose an imminent threat or danger to their safety or well-being;
- d. The **UNIVERSITY**, shall issue a Certificate of Immersion Training and an Evaluation of Performance after completion by the participating scholars of the required number of hours of training;
- e. Should the participating **UNIVERSITY**, unit requires the student to undergo safety training a contract shall be prepared and agreed upon by both parties;
- f. In compliance to the Data Privacy Act of 2012, personal Information submitted by the student shall only be used for SIP purposes, and shall not be shared/ transferred without prior written consent of the SYSTEM and the data subject. The **UNIVERSITY**; further warrants that measures are in place to prevent the unauthorized use or disclosure of the personal information submitted.

On-Line Immersion and Consultation Program

An option to deliver SIP through online immersion and consultation is available following the general guidelines stated in 4 (a-f) on the responsibilities of the **UNIVERSITY**:

1. The **UNIVERSITY** may opt to have pure on-site, pure online, or hybrid on-site plus on-line activities mode of delivery for On-Line Immersion and Consultation.
2. On-line activities shall be carried out through computer and internet-based instruction with tasks and requirements delivered through a combination of synchronous and independent, self-paced, asynchronous activities.
3. On-line activities may include activities such as class discussion, debates, simulations, webinar, and other activities where the student-intern/s can refine their academic skills.
4. Asynchronous activities can require the conduct of offline tasks to allow Scholars to focus on literature or patent searches, actual scientific research, or technology and engineering based projects.
5. Guidelines on Science Immersion Program with remote (at-home) experiments should be followed (**Annex A**).


EDGARDO CARLO L. VISTAN II
Chancellor


LILIA T. HABACON
Executive Director, PSHS System

5. LIABILITY

- a. The **SYSTEM** shall hold the **UNIVERSITY**, for on-site immersion, free from any liability for any injury or damage to property caused by the negligent or accidental act or omission on the participating scholar.
- b. For the duration of the SIP, the participating scholar shall be solely liable for any injury and/or damage to property caused by him/her through his/her negligence or inadvertence.
- c. The **SYSTEM** shall be responsible in ensuring that the participating scholar, for on-site immersion, will replace or cause the repair of the property damaged caused by his/her negligence or inadvertence.

6. INFORMATION SHARING AND OWNERSHIP AND USE OF INTELLECTUAL PROPERTY RIGHTS

- a. The SYSTEM and the participating scholar shall not use for their own benefit in any work, research or project any data, concept, information or idea gathered or obtained during the SIP 2023-2027 without the expressed written consent of the **UNIVERSITY**;
- b. Should the **UNIVERSITY**, allow the use of any data or information as mentioned in the immediate preceding paragraph, the SYSTEM and/or the participating scholar shall expressly acknowledge the **UNIVERSITY**, as owner or source of the work, research or project.
- c. Should the **UNIVERSITY**, allow the use of any data or information as mentioned on the immediate of preceding paragraph, the **SYSTEM** shall request a written consent from the host institution to present/publish data and co-authorship (with assisting researchers/Research Assistants/faculty/s) in any conference presentation or publication.
- d. Any benefit accruing to the generation of the intellectual property out of a research or project covered by this agreement shall be governed by the DOST Intellectual Property Policy and Republic Act no. 10055, otherwise known as the Philippine Technology Transfer Act of 2009."

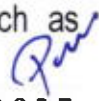






EDGARDO CARLO L. VISTAN II
Chancellor

7. PAYMENT OF AGENCY FEES

The **UNIVERSITY**, through the PSHS SYSTEM may charge the participating campuses appropriate fees to cover immersion-related expenses such as



laboratory and office supplies, facility surcharges and the like, if required by the participating Institute or Department. Payment shall be made at least two (2) weeks before the commencement of the immersion program.

No modification of the provisions and implementation of this Memorandum of Agreement shall be allowed without the written consent of the **SYSTEM** and **UNIVERSITY**,

The **SYSTEM** and **UNIVERSITY**, shall at all times exert diligence, good faith and dedication to achieve the objectives of this Agreement. Any problem, issue or concern that may arise in the implementation shall be resolved through an amicable manner.

IN WITNESS WHEREOF, the parties have signed this Memorandum of Understanding on the date and place above written.

**PHILIPPINE SCIENCE HIGH
SCHOOL SYSTEM**

**UNIVERSITY OF THE PHILIPPINES
DILIMAN**




LILIA T. HABACON
Executive Director



EDGARDO CARLO L. VISTAN II
Chancellor *mnv*

Signed in the presence of:



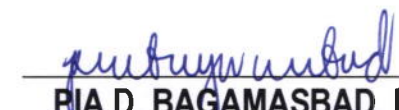
JESSAMYN MARIE O. YAZON, PhD
Chief, Science Research Specialist



WILSON O. GARCIA, Ph.D.
Director, National Institute of Physics



IAN KENDRICH C. FONTANILLA, Ph.D.
Director, Institute of Biology



PIA D. BAGAMASBAD, Ph.D.
Director, National Institute of Molecular Biology
and Biotechnology



NOELYNNA T. RAMOS, D.Sc.
OIC-Director, National Institute of Geological Sciences



LAURA T. DAVID, Ph.D.
Director, Marine Science Institute



CHERRY L. RINGOR, Ph.D.
Director, Institute of Environmental Science
and Meteorology



JOHN JUSTINE VILLAR, Ph.D.
Chairman, Department of Computer Science



PROF. PAULO NOEL G. PAJE
Director, Information Technology
Development Center



JULIE ANNE D. DEL ROSARIO, Ph.D.
Chairman, Department of Chemical Engineering



CANDY C. MERCADO, Ph.D.
Chairman, Department of Mining, Metallurgical
and Materials Engineering



LEW ANDREW R. TRIAS, Ph.D.
Director, Institute of Electrical and Electronics
Engineering



CZAR JAKIRI S. SARMIENTO, Ph.D.
Chairman, Department of Geodetic Engineering



JOSE REGIN REGIDOR, Ph.D.
Director, Institute of Civil Engineering



ACKNOWLEDGMENT

REPUBLIC OF THE PHILIPPINES)

Quezon City) S.S.

BEFORE ME, a notary public for and in Quezon City this **02 JUN 2023** ^{02 JUN 2023} day of _____, 2023, personally appeared:

	COMPETENT EVIDENCE OF IDENTITY	DATE AND PLACE OF ISSUANCE	VALID UNTIL
LILIA T. HABACON			
EDGARDO CARLO L.VISTAN II			

known to me to be the same persons who executed the foregoing MEMORANDUM OF AGREEMENT consisting of ten (11) pages including this Acknowledgment and Annex A and they acknowledged to me that the same is their free and voluntary act and deed.

WITNESS MY HAND AND SEAL on the date and at the place first above written.

Doc. No. 184;
Page No. 25;
Book No. 3
Series of 2023

Concepcion
ATTY. CONCEPCION P. VILLAREÑA
Notary Public for Quezon City
Until December 31, 2023
PTR No. 3716371 / January 3, 2023 Q.C
IBP No. 167803 / November 25, 2021 Q.C
Roll No. 30457 / 05-09-1980
MCLE VII-0006994 / 09-21-2021
ADM. MATTER No. NP-005 (2022-2023)
TIN NO. 131-942-754

Annex A

Guidelines on Science Immersion Program with remote (at-home) experiments

1. Protocols and details of remote experiments shall be included on the SIP Host Agency Reply Form (PSHS-00-F-DSA-19-Ver02-Rev0-02/01/20) two (2) weeks prior to the start of the immersion program. The PSHS System upon the request of the partner-agency shall evaluate the use of at-home kits and provide guidance on health and safety considerations to perform remote experiments.
2. To ensure that remote experiments at home are safe, positive learning experiences, students and parents should read, discuss, and sign the safety training agreement. The student, parent, and supervisor should keep a copy for their records.
3. Supervisor should use commercially available kits, and should consider whether students will be able to order kits to their home address. Some vendors ship their kits to schools and businesses only and not to individuals or a residential address.
4. Supervisor should discuss to the students on how to perform the experiment by using video component through distance learning instruction. Ensure that safety precautions/guidance is incorporated into the kit instructions.
5. Students will provide their own Personal Protective Equipment (PPE) if applicable and if it is not provided in the kit. Experiments that normally require a fume hood or other specialized safety equipment are not permitted.
6. Students need to follow safety precautions at home enumerated below:
 - should only perform experiments recommended by the supervisor;
 - should properly be prepared to do the experiment by having all necessary materials and the directions readily available. Do not substitute any materials without getting approval from the supervisor;
 - should make sure that all safety warnings are clearly understood in relation to the experiments that will be performed. Any questions or confusion in doing the experiment should be discussed with the supervisor and should not proceed without any clear clarification;
 - should perform all experiments on surfaces that can be easily cleaned or wiped up to protect any surface against any materials which could stain or damage countertops or furniture;
 - should wear a closed-toed shoes and clothing that cover the arms and legs should be followed. Long hair should be tied;
 - should not eat, drink, while performing the experiments. They should not taste, eat or drink any materials they work within an experiment;
 - should wash hands with soap and water before and after every experiment;
 - should clean the work surfaces with an appropriate disinfectant frequently; and separately wash clothing worn after the experiment;

- should inform the supervisor if any of the experiments will cause him/her allergy;
- should be aware of the location of first aid kit and home emergency exit in case of emergency;
- should report all accidents, injuries, and close calls to the supervisor and parents/guardian immediately.

7. In case of emergency the following hotline numbers should be called immediately:

Agency	Numbers
National Emergency Hotline	911
Bureau of Fire Protection Headquarters	(02) 8426-0219 / (02)
Bureau of Fire Protection NCR	(02) 8279-5166
National Police Hotline	117 / (02) 8722-0650
Department of Environmental and Natural Resources	(02) 8920-0689/ (02) 8925-8275

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Distance Learning Laboratory Safety Agreement

I, _____ and _____
(Name of Student) (Name of Parent/Guardian)

have read, understand, agree to follow the Distance Learning Laboratory Safety Agreement and procedures written below. I agree to abide by any additional instructions, written or verbal, provided by my supervisor for the Science Immersion Program at _____.

(Name of Partner Agency)

1. should only perform experiments recommended by the supervisor;
2. should properly be prepared to do the experiment by having all necessary materials and the directions readily available. I will not substitute any materials without getting approval from the supervisor;
3. should make sure that all safety warnings are clearly understood in relation to the experiments that will be performed. Any questions or confusion in doing the experiment will be discussed with the supervisor and will not proceed without any clear clarification;
4. should perform all experiments on surfaces that can be easily cleaned or wiped up to protect any surface against any materials which could stain or damage countertops or furniture;
5. should wear a closed-toed shoes and clothing that cover the arms and legs should be followed. Long hair should be tied;
6. should not eat, drink, while performing the experiments. I should not taste, eat or drink any materials they work within an experiment;
7. should wash hands my with soap and water before and after every experiment;
8. should clean my work surfaces with an appropriate disinfectant frequently; and separately wash clothing worn after the experiment;
9. should inform the supervisor if any of the experiments will cause him/her allergy;
10. should be aware of the location of first aid kit and home emergency exit should in case of emergency;
11. should report all accidents, injuries, and close calls to my supervisor and parents/guardian immediately.

IN WITNESS WHEREOF, the undersigned has executed this Release as of the day and year first above written.

Name and Signature of Student

Date

PSHS Campus

Name and Signature of Parent/Guardian

Date