



PRELIMINARY SURVEY VISIT

AREA III. CURRICULUM AND INSTRUCTION

A. CURRICULUM AND PROGRAM STUDIES

A.3. COPIES OF MOA OR MOU WITH AGENCIES/INSTITUTIONS REGARDING IMMERSION, OJT, RLE, PRACTICE TEACHING AND OTHER ACTIVITIES.

1. ATLAS VETERINARY CLINIC

**MEMORANDUM OF AGREEMENT
For On-the-Job Training (OJT) Program**

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

The **UNIVERSITY OF SOUTHERN MINDANAO (USM)**, a Level IV State University, created and operating under the laws of the Republic of the Philippines, with principal office address in Bai Matabay Plang Avenue, Poblacion, Kabacan, Cotabato, Philippines, herein represented by its President, **JONALD L. PIMENTEL, Ph.D.**, hereinafter referred to as the **FIRST PARTY**;

-and-

The **ATLAS VETERINARY CLINIC**, a duly registered veterinary clinic, committed and dedicated to delivering exceptional animal health care services, with principal office address at Door 2, RYT Bldg., Poblacion 8, Midsayap, Cotabato, Philippines, herein represented by its Owner, **Dr. JULIUS C. MARIANO**, herein referred to as the **SECOND PARTY**;

Collectively, hereinafter referred to as the **PARTIES**.

WITNESSETH:

WHEREAS, On-the-Job-Training (OJT) is part of the course work which requires a student to undergo work immersion in an institution or organization with work requirements related to their specialization and academic preparation.

WHEREAS, the **FIRST PARTY** requires its students to undergo On-the-Job Training (OJT) for a duration of seven hundred (700) hours;

WHEREAS, the objectives of the said training/internship are as follows:

1. To supplement the formal curriculum of their course with special inputs coming from experts and practitioners of the **SECOND PARTY** to make the program aligned and consistent with work standards;
2. To develop in the student/s the knowledge and skills relevant to the needs of the job market in their field; and
3. To provide students relevant learning experiences by providing them exposure to the actual workplace setting.

WHEREAS, through the On-the-Job-Training, the student/s is able to:

1. Gain relevant and practical skills under the guidance of experts in the field of specialization;
2. Appreciate the importance and application of the principles and theories taught in the classroom;
3. Enhance technical knowledge and skills; and
4. Prepare to meet the needs and challenges of employment, or higher education after graduation.

WHEREAS, the **SECOND PARTY** is a veterinary clinic that provides services and has facilities to provide the student/s the training required by the course;



NOW THEREFORE, for and in consideration of the above premises and for the mutual interest and benefits of the **FIRST PARTY**, the students, and the **SECOND PARTY**, the **PARTIES** hereto agree:

1. The obligations and responsibilities of FIRST PARTY are the following:
 - a. Identify the skills and specializations required by the course;
 - b. To designate OJT Coordinator/s who shall work with the SECOND PARTY and supervise the activities of the student/s for the duration of the OJT;
 - c. Provide the SECOND PARTY an evaluation tool for the student's performance;
 - d. To ensure the implementation of OJT policies in accordance with the CHED Memorandum Order (CMO) No. 104, otherwise known as "Revised Guidelines for Student Internship Program in the Philippines";
 - e. To ensure strict observance of the provisions of R.A. 11313, otherwise known as "Safe Spaces Act";
 - f. Provide signed Consent Forms/Waivers/Non-Disclosure Agreements, as applicable;
 - g. To closely and periodically monitor, through the OJT Coordinator/s, the health status of the student/s; and
 - h. To coordinate closely with the SECOND PARTY if a student/s' health is compromised, subject to the agency/organization/institution and the SECOND PARTY's protocols.

2. The obligation and responsibilities of the SECOND PARTY shall be as follows:
 - a. To ensure that skills and specializations required in the students' course as identified by the FIRST PARTY are addressed;
 - b. To assign a competent Coordinator to liaise with the FIRST PARTY, through the OJT Coordinator, and supervise the student/s without prejudice to the authority of the school, its administration, and teachers for the duration of the Training;
 - c. To orient the student/s about their farm, the work its employees do, and provide exposure to its stakeholders, if necessary;
 - d. To rate the student/s according to the evaluation tool provided by the FIRST PARTY and submit the individual written performance reports and other activities of the student/s to the OJT Coordinator;
 - e. To ensure strict observance of the provisions of R.A. 11313, otherwise known as "Safe Spaces Act";
 - f. To be responsible for the welfare and safety of the student/s during the training period; and
 - g. To enforce minimum public health protocols in the workplace:

3. It is understood that the OJT is an integral part of the academic work of the students pursuing the course leading to the degree of BACHELOR OF SCIENCE IN VETERINARY TECHNOLOGY, at USM, and the SECOND PARTY, is in no way whatsoever, obliged and responsible for payment or wages and other emoluments for work done pursuant to the Training although voluntary allowances that may be provided to the student-trainee are welcome. This Agreement shall not, in any way, constitute an employer-employee relationship between the student and the PARTIES.

4. That this Memorandum of Agreement shall take effect on the Second Semester of Academic Year 2025 - 2026 or from February 2026, until the end of the Second Semester of Academic Year 2029 - 2030 and shall remain in full force until the completion of the required number of hours for the student-trainee's program, unless otherwise for the following causes:

- a. Non-compliance by any of the PARTIES with the terms and conditions set forth in this Memorandum of Agreement; or
 - b. Upon request by the FIRST PARTY or the SECOND PARTY for the causes beyond their control.
5. This Agreement shall take effect immediately upon signing of both parties and from notarization of this document.
6. Any dispute, controversy, difference, or claim arising out of or in relation to this Agreement, including any question as to the interpretation, implementation, existence, validity, breach or termination thereof or as to any non-contractual obligation arising out of or relating thereto, shall be referred to and finally resolved by arbitration. The arbitration shall be conducted by one or more arbitrators to be appointed in accordance with the mutual will of the parties.

IN WITNESS WHEREOF, the PARTIES have executed this Agreement this ___ day of _____ at _____, Philippines.

**UNIVERSITY OF SOUTHERN MINDANAO
(FIRST PARTY)**

**ATLAS VETERINARY CLINIC
(SECOND PARTY)**

Represented by:

Represented by:

JONALD L. PIMENTEL, Ph.D.
President

JULIUS C. MARIANO, DVM
President

Valid I.D. No.: 188-020-232-000
Issued By: B.I.R.

Valid I.D. No.: 6009106
Issued By: PRC

Signed in the presence of:

ELIZABETH C. MOLINA, D.V.M., Ph.D.
CVM Dean

JAYSON C. RECEL
Groomer

Valid I.D. No.: _____
Issued By: _____

Valid I.D. No.: _____
Issued By: _____

PRECIOUS AMOR B. FERRER, Ph.D.
OJT COORDINATOR
Valid I.D. No. M07-21-202633
Issued By: Land Transportation Office

ACKNOWLEDGEMENT

Republic of the Philippines
Province of Cotabato
Municipality of Kabacan

FEB 05 2026

Kabacan, Cotabato

BEFORE ME, this _____ day of _____, 2026 at _____, personally appeared the following persons with their respective competent evidence of identity:

Name:	Valid I.D. No.:	Issued By:
JONALD L. PIMENTEL, Ph.D.	_____	_____
JULIUS C. MARIANO, DVM	_____	_____
JAYSON C. RECEL	_____	_____

Both known to me to be the same persons who executed the foregoing instrument consisting of four (4) pages including this page who acknowledge to me that the same are their own and voluntary acts and deed.

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

Doc. No. 104 :
Page No. 22 :
Book No. XLVIM :
Series of 2026



REGERICK L. BENITO
NOTARY Public for the Province of Cotabato
Valid Until December 31, 2026
Notarial Commission No. 01-2025
PTR No. 4379824/01-07-26 / Amas, Kidapawan City
IBP O.R. No. 563735/12-08-25 / North Cotabato Chapter
Roll No. 46786

2. BRAVEHEART FARM AND NURSERY

MEMORANDUM OF AGREEMENT for On-the-Job Training (OJT) Program

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

The UNIVERSITY OF SOUTHERN MINDANAO (USM), a Level IV state university, created and operating under the laws of the Republic of the Philippines, with principal office address in Bal Matabay Plang Avenue, Poblacion, Kabacan, Cotabato, Philippines, herein represented by its OIC President, RODY P. GARCIA, MDM, JD, EdD., hereinafter referred to as the "FIRST PARTY;"

and

The BRAVEHEART FARM AND NURSERY, a private agricultural organization dedicated to sustainable farming practices and community empowerment under and by the laws of Republic of the Philippines, with the principal office address in Purok Guyabano, Brgy. Paco, Kidapawan City, Cotabato, herein represented by its owner, EMMANUEL F. PIÑOL, herein referred to as the "SECOND PARTY;"

Collectively, hereinafter referred to as the "PARTIES."

WITNESSETH:

WHEREAS, On-the-Job-Training (OJT) is part of the course work of Bachelor of Science in Veterinary Technology which requires a student to undergo work immersion in an institution or organization with work requirements related to their specialization and academic preparation.

WHEREAS, the FIRST PARTY requires its students to undergo On-the-Job Training (OJT) for a duration of one hundred and thirty (130) hours;

WHEREAS, the objectives of the said training/apprenticeship/Internship are as follows:

1. To supplement the formal curriculum of their course with special inputs coming from experts and practitioners of the SECOND PARTY to make the program aligned and consistent with work standards;
2. To develop in the student/s the knowledge and skills relevant to the needs of the job market in their field; and
3. To provide students relevant learning experiences by providing them exposure to the actual workplace setting.

WHEREAS, through the On-the-Job-Training, the student/s is able to:

1. Gain relevant and practical skills under the guidance of experts in the field of specialization;
2. Appreciate the importance and application of the principles and theories taught in the classroom;
3. Enhance technical knowledge and skills; and
4. Prepare to meet the needs and challenges of employment, or higher education after graduation.

WHEREAS, the SECOND PARTY is an institution/agency/establishment that provides services and has facilities to provide the student/s the training required by the course;

NOW THEREFORE, for and in consideration of the above premises and for the mutual interest and benefits of the FIRST PARTY, the students, and the SECOND PARTY, the PARTIES hereto agree:

1. The obligations and responsibilities of FIRST PARTY are the following:
 - a. To identify the skills and specializations required by the course;
 - b. To designate OJT Coordinator/s who shall work with the SECOND PARTY and supervise the activities of the student/s for the duration of the OJT;
 - c. To provide the SECOND PARTY an evaluation tool for the student's performance;
 - d. To ensure the implementation of OJT policies in accordance with the CHED Memorandum Order (CMO) No. 104, otherwise known as "Revised Guidelines for Student Internship Program in the Philippines;"
 - e. To ensure strict observance of the provisions of R.A. 7877, otherwise known as "Anti-Sexual Harassment Law;"
 - f. To provide signed Consent Forms/Waivers/Non-Disclosure Agreements, as applicable;
 - g. To closely and periodically monitor, through the OJT Coordinator/s, the health status of the student/s; and
 - h. To coordinate closely with the SECOND PARTY if a student's health is compromised, subject to the Local Government Unit's (LGU's) and the SECOND PARTY's protocols.

2. The obligation and responsibilities of the SECOND PARTY shall be as follows:
 - a. To ensure that skills and specializations required by the students' course as identified by the First Party are addressed;
 - b. To assign a competent Coordinator to liaise with the FIRST PARTY, through the OJT Coordinator, and supervise the student/s without prejudice to the authority of the school, its administration, and teachers, for the duration of the Training;
 - c. To orient the student/s about their agency/organization/institution, the work its employees do, and to provide exposure to its stakeholders, if necessary;
 - d. To rate the student/s according to the evaluation tool provided by the FIRST PARTY and submit the individual written performance reports and other activities of the student/s to the OJT Coordinator;
 - e. To ensure strict observance of the provisions of R.A. 7877, otherwise known as "Anti-Sexual Harassment Law;"
 - f. To be responsible for the welfare and safety of the student/s during the training period;
 - g. To implement necessary alternative working arrangements pursuant to the Inter-Agency Task Force for the Management of Emerging Infectious Diseases' local guidelines;
 - h. To enforce minimum public health protocols in the workplace; and
 - i. To assist the student/s in the possible isolation/repatriation if found COVID-19 positive, subject to the recommendation of the Municipal Health Office.

3. It is understood that the OJT is an integral part of the academic work of the students pursuing the course leading to the degree of BACHELOR OF SCIENCE IN VETERINARY TECHNOLOGY at USM, and the **SECOND PARTY** is, in no way whatsoever, obliged and responsible for payment of wages and other emoluments for work done pursuant to the Training although voluntary allowances that may be provided to the student-trainee are welcome.
4. That this Memorandum of Agreement shall take effect on the second semester of Academic Year 2024-2025 and shall remain in full force for 3 years for government agency partners/established companies unless subject to annual review, otherwise terminated for the following causes:
 - a. Non-compliance by any of the **PARTIES** with the terms and conditions set forth in this Memorandum of Agreement, and
 - b. Upon request by the **FIRST PARTY** or the **SECOND PARTY** for causes beyond their control.
5. This agreement shall take effect immediately upon signing of both **PARTIES** and from notarization of this document.
6. Any dispute, controversy, difference or claim arising out of or in relation to this agreement, including any question as to the interpretation, implementation, existence, validity, breach or termination thereof or as to any non-contractual obligation arising out of or relating thereto, shall be referred to and finally resolved by arbitration. The arbitration shall be conducted by one or more arbitrators to be appointed in accordance with the mutual will of the **PARTIES**.

IN WITNESS WHEREOF, the **PARTIES** have executed this agreement this _____ day of _____ at _____ Philippines.

UNIVERSITY OF SOUTHERN MINDANAO

(FIRST PARTY)

Represented by:


RODY P. GARCIA, MDM, JD, EdD
 OIC University President

Valid I.D. No.:

Issued By:

BRAVEHEART FARMA AND NURSERY

(SECOND PARTY)

Represented by:


EMMANUEL F. PIÑOL

BraveHeart Farm and Nursery CEO

Valid I.D. No.:

Issued By:

Signed in the presence of:


ELIZABETH C. MOLINA, PhD
 CVM Dean *etc*

Valid I.D. No.: 95-00329

Issued By: USM


PRECIOUS AMOR BESO-FERRER

OJT Coordinator

Valid I.D. No.: MO7-21-202633

Issued By: LTO

ACKNOWLEDGEMENT

Republic of the Philippines)
Province of Cotabato) s.s
Municipality of Antipas, Cotabato

07 FEB 2025

Antipas, Cotabato

BEFORE ME, this ____ day of ____ 2025 at _____
Philippines, personally appeared the following persons with their respective competent
evidence of identity:

Name: _____ **Valid I.D. No.:** _____ **Issued By:** _____

Office
RODY P. GARCIA, MDM, JD, EdD
EMMANUEL F. PIÑOL

Both known to me to be the same persons who executed the foregoing
instrument consisting of four (4) pages including this page, who acknowledged to me
that the same are their own and voluntary acts and deed.

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

Doc. No. 195 :
Page No. 90 :
Book No. 54 :
Series of 2025 :


MARIONE JOHN C. SETO

Roll of Attorneys No. 01418
Notary Public until December 31, 2025
TIN No. 442-360-381-000
PTR No. 3522916 / 01-02-25, Kidapawan City
IBP No. 494151 01-02-25 North Cotabato C
MCLE Comp. No. VM - 00:56:58:Yabc Jan. April 14, 2025

3. CARMEN – LGU OFFICE OF THE MUNICIPAL AGRICULTURIST

**MEMORANDUM OF AGREEMENT
For On-the-Job Training (OJT) Program**

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

The **UNIVERSITY OF SOUTHERN MINDANAO (USM)**, a Level IV state university, created and operating under the laws of the Republic of the Philippines, with its principal office address in Kabacan, North Cotabato, Philippines, herein represented by its OIC President, **RODY P. GARCIA, MDM, JD, EdD.**, hereinafter referred to as the **"FIRST PARTY,"**

and

The **CARMEN LGU - OFFICE OF THE MUNICIPAL AGRICULTURIST** is a government agency, with its principal office address in Poblacion, Carmen, 9408 North Cotabato, Philippines herein represented by its Municipal Mayor, **HON. ROGELIO T. TALIÑO**, herein referred to as the **"SECOND PARTY"**

Herein, referred to as **"PARTIES"**.

WITNESSETH:

WHEREAS, On-the-Job-Training (OJT) is part of the course work which requires a student to undergo work immersion in an institution or organization with work requirements related to their specialization and academic preparation.

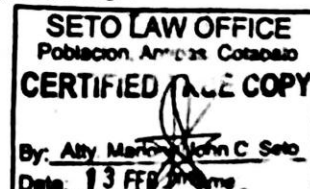
WHEREAS, the **FIRST PARTY** requires its students to undergo On-the-Job Training (OJT) for a duration of seven hundred (700) hours;

WHEREAS, the objectives of the said training/apprenticeship/internship are as follows:

1. To supplement the formal curriculum of their course with special inputs coming from experts and practitioners of the **SECOND PARTY** to make the program aligned and consistent with work standards;
2. To develop in the student/s the knowledge and skills relevant to the needs of the job market in their field; and
3. To provide students relevant learning experiences by providing them exposure to the actual workplace setting.

WHEREAS, through the On-the-Job-Training, the student/s is able to:

1. gain relevant and practical skills under the guidance of experts in the field of specialization;
2. appreciate the importance and application of the principles and theories taught in the classroom;
3. enhance technical knowledge and skills; and
4. prepare to meet the needs and challenges of employment, or higher education after graduation.



WHEREAS, the SECOND PARTY is a government establishment operating under the laws of the Republic of the Philippines that provides services and has facilities to provide the student/s the training required by the course;

NOW THEREFORE, for and in consideration of the above premises and for the mutual interest and benefits of the FIRST PARTY, the students, and the SECOND PARTY, the parties hereto agree:

1. The obligations and responsibilities of the FIRST PARTY are the following:
 - a. Identify the skills and specializations required by the course;
 - b. To designate OJT Coordinator/s who shall work with the SECOND PARTY and supervise the activities of the student/s for the duration of the OJT;
 - c. Provide the SECOND PARTY an evaluation tool for the student's performance;
 - d. To ensure the implementation of OJT policies in accordance with the CHED Memorandum Order (CMO) No. 104, otherwise known as "Revised Guidelines for Student Internship Program in the Philippines;"
 - e. To ensure strict observance of the provisions of R.A. 7877, otherwise known as "Anti-Sexual Harassment Law;"
 - f. To provide signed Consent Forms/Waivers/Non-Disclosure Agreements, as applicable;
 - g. To closely and periodically monitor, through the OJT Coordinator/s, the health status of the student/s; and
 - h. To coordinate closely with the SECOND PARTY if a student/s' health is compromised, subject to the Local Government Unit's (LGU's) and the SECOND PARTY's protocols.

2. The obligation and responsibilities of the SECOND PARTY shall be as follows:
 - a. To ensure that skills and specializations required in the students' course as identified by the FIRST PARTY are addressed;
 - b. To assign a competent Coordinator to liaise with the FIRST PARTY, through the OJT Coordinator, and supervise the student/s without prejudice to the authority of the school, its administration, and teachers for the duration of the Training;
 - c. To orient the student/s about their agency/organization/institution, the work its employees do, and provide exposure to its stakeholders, if necessary;
 - d. To rate the student/s according to the evaluation tool provided by the FIRST PARTY and submit the individual written performance reports and other activities of the student/s to the OJT Coordinator;
 - e. To ensure strict observance of the provisions of R.A. 7877, otherwise known as "Anti-Sexual Harassment Law;"
 - f. To be responsible for the welfare and safety of the student/s during the training period; and
 - g. To implement necessary alternative working arrangements pursuant to the Inter-Agency Task Force (IATF) for the Management of Emerging Infectious Diseases' local guidelines; To ensure minimum public health protocols in the workplace; and To ensure the student/s in the possible isolation/repatriation if found COVID-19 positive, subject to the recommendation of the Municipal Health Office.

SETO LAW OFFICE
Poblacion, An...
CERTIFIED
By: Atty. Mar... John C. Seto
Date: 13 FEB 2021


UBM-CIO-F14-Rev. 2023 05 31

3. It is understood that the OJT is an integral part of the academic work of the students pursuing the course leading to the degree of **BACHELOR OF SCIENCE IN VETERINARY TECHNOLOGY** at USM, and the **SECOND PARTY** is, in no way whatsoever, obliged and responsible for payment of wages and other emoluments for work done pursuant to the Training although voluntary allowances that may be provided to the student-trainee are welcome.
4. That this Memorandum of Agreement shall take effect on the second semester or Year 2024-2025 or for a period of two (2) to three (3) years for government agency partners/established companies unless otherwise terminated for the following causes:
 - a. Non-compliance by any of the parties with the terms and conditions set forth in this Memorandum of Agreement, and
 - b. Upon request by the **FIRST PARTY** or the **SECOND PARTY** for the causes beyond their control.
5. This agreement shall take effect immediately upon signing of both parties and from notarization of this document.

IN WITNESS WHEREOF, the parties have executed this agreement this ___ day of February, 2025 at the Office of the Municipal Agriculturist, Carmen, North Cotabato, Philippines.

**UNIVERSITY OF SOUTHERN MINDANAO
(FIRST PARTY)**

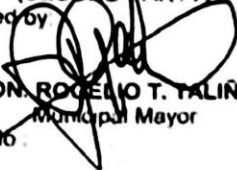
Represented by:


RODY P. GARCIA, MDM, EdD, JD
OIC President

Valid I.D. No.:
Issued By:

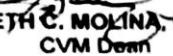
**OFFICE OF THE MUNICIPAL
AGRICULTURIST
(SECOND PARTY)**

Represented by:


HON. ROGELIO T. TALINO
Municipal Mayor

Valid I.D. No.:
Issued By:

Signed in the presence of:


ELIZABETH C. MOLINA, DVM, PhD
CVM Dean

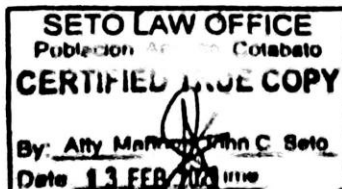
Valid I.D. No.:
Issued By:


Ma. LOURDES G. SALAC
Municipal Agriculturist

Valid I.D. No.: 0006140
Issued By: PKC


PRECIOUS AMOR A. BESO, MSAS
OJT COORDINATOR

Valid I.D. No.: M07-21-202833
Issued By: LTO



4. DA AROMAN AND LIVE STOCK ANIMAL CENTER

**MEMORANDUM OF AGREEMENT
for On-the-Job Training (OJT) Program**

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

The **UNIVERSITY OF SOUTHERN MINDANAO (USM)**, a Level IV state university, created and operating under the laws of the Republic of the Philippines, with principal office address in Kabacan, North Cotabato, Philippines, herein represented by its President, **FRANCISCO GIL N. GARCIA, PhD.**, hereinafter referred to as the "**FIRST PARTY**".

and

The **DA AROMAN LIVESTOCK AND ANIMAL CENTER**, is a Government Agency with principal office address in Aroman Carmen, Cotabato, herein represented by its Station Head Manager, **Ding Sultan** herein after referred to as the "**SECOND PARTY**".

WITNESSETH:

WHEREAS, On-the-Job-Training (OJT) is part of the course work which requires a student to undergo work immersion in an institution or organization with work requirements related to their specialization and academic preparation.

WHEREAS, the **FIRST PARTY** requires its students to undergo On-the-Job Training (OJT) for a duration of seven hundred (700) hours;

WHEREAS, the objectives of the said training/apprenticeship/internship are as follows:

1. To supplement the formal curriculum of their course with special inputs coming from experts and practitioners of the **SECOND PARTY** to make the program aligned and consistent with work standards;
2. To develop in the student/s the knowledge and skills relevant to the needs of the job market in their field; and
3. To provide students relevant learning experiences by providing them exposure to the actual workplace setting.

WHEREAS, through the On-the-Job-Training, the student/s is able to:

1. gain relevant and practical skills under the guidance of experts in the field of specialization;
2. appreciate the importance and application of the principles and theories taught in the classroom;
3. enhance technical knowledge and skills; and
4. prepare to meet the needs and challenges of employment, or higher education after graduation.

WHEREAS, the **SECOND PARTY** is an institution/agency/establishment that provides services and has facilities to provide the student/s the training required by the course;

NOW THEREFORE, for and in consideration of the above premises and for the mutual interest and benefits of the FIRST PARTY, the students, and the SECOND PARTY, the parties hereto agree:

1. The obligations and responsibilities of FIRST PARTY are the following:
 - a. To identify the skills and specializations required by the course;
 - b. To designate OJT Coordinator/s who shall work with the SECOND PARTY and supervise the activities of the student/s for the duration of the OJT;
 - c. To provide the COOPERATOR an evaluation tool for the student's performance;
 - d. To ensure the implementation of OJT policies in accordance with the CHED Memorandum Order (CMO) No. 104, otherwise known as "Revised Guidelines for Student Internship Program in the Philippines;"
 - e. To ensure strict observance of the provisions of R.A. 7877, otherwise known as "Anti-Sexual Harassment Law;"
 - f. To provide signed Consent Forms/Waivers/Non-Disclosure Agreements, as applicable;
 - g. To closely and periodically monitor, through the OJT Coordinator/s, the health status of the student/s; and
 - h. To coordinate closely with the SECOND PARTY if a student/s' health is compromised, subject to the Local Government Unit's (LGU's) and the SECOND PARTY's protocols.

2. The obligation and responsibilities of the SECOND PARTY shall be as follows:
 - a. To ensure that skills and specializations required by the students' course as identified by the First Party are addressed;
 - b. To assign a competent Coordinator to liaise with the FIRST PARTY, through the OJT Coordinator, and supervise the student/s without prejudice to the authority of the school, its administration, and teachers, for the duration of the Training;
 - c. To orient the student/s about their agency/organization/institution, the work its employees do, and to provide exposure to its stakeholders, if necessary;
 - d. To rate the student/s according to the evaluation tool provided by the FIRST PARTY and submit the individual written performance reports and other activities of the student/s to the OJT Coordinator;
 - e. To ensure strict observance of the provisions of R.A. 7877, otherwise known as "Anti-Sexual Harassment Law;"
 - f. To be responsible for the welfare and safety of the student/s during the training period;
 - g. To implement necessary alternative working arrangements pursuant to the Inter-Agency Task Force (IATF) for the Management of Emerging Infectious Diseases local guidelines;
 - h. To enforce minimum public health protocols in the workplace; and
 - i. To assist the student/s in the possible isolation/repatriation if found COVID-19 positive, subject to the recommendation of the Municipal Health Office.

3. It is understood that the OJT is an integral part of the academic work of the students pursuing the course leading to the degree of Bachelor of Science in Veterinary Technology at USM, and the SECOND PARTY is, in no way whatsoever, obliged and responsible for payment of wages and other emoluments for work done pursuant to the Training although voluntary allowances that may be provided to the student-trainee are welcome.

4. That this Memorandum of Agreement shall take effect on the second semester Year 2023-2024 and shall remain in full force until the completion of the required number of hours for the student-trainees program or 2 to 3 years for government agency partners/established companies unless otherwise terminated for the following causes:
 - a. Non-compliance by any of the parties with the terms and conditions set forth in this Memorandum of Agreement; and
 - b. Upon request by the FIRST PARTY or the SECOND PARTY for causes beyond their control.
5. This agreement shall take effect immediately upon signing of both parties and from notarization of this document.

IN WITNESS WHEREOF, the parties have executed this agreement this ____ day of _____ at _____ Philippines.

UNIVERSITY OF SOUTHERN MINDANAO
(FIRST PARTY)
Represented by:

FRANCISCO GIL N. GARCIA, PhD
By Authority: University President
Valid I.D. No.: 153-671-752
Issued By: BIR Office

Marcos F. Mondragon
MARCOS F. MONDRAGON
Signed in the presence of:
ELIZABETH C. MOLINA, DVM, PhD
CVM Dean
Valid I.D. No.:
Issued By:

DA AROMAN LIVESTOCK AND ANIMAL CENTER
(SECOND PARTY)
Represented by:

Ding Sultan
DING SULTAN
STATION HEAD MANAGER
Valid I.D. No.:
Issued By:

Ding Sultan
DING SULTAN
STATION HEAD MANAGER
Valid I.D. No.:
Issued By:

Precious Amor A. Beso
PRECIOUS AMOR A. BESO, MSAS
OJT Coordinator
Valid I.D. No.: M07-21-202633
Issued By: LTO

ACKNOWLEDGEMENT

Republic of the Philippines
Province of Cotabato
Municipality of Kabacan

MAR 14 2024

BEFORE ME, this ___ day of ___ 20___ at Kabacan, Cotabato
Philippines, personally appeared the following persons with their respective competent evidence of identity:

Name:	Valid I.D. No.:	Issued By:
FRANCISCO GIL N. GARCIA, PhD DING SULTAN	153-671-752	BIR OFFICE

Both known to me to be the same persons who executed the foregoing instrument consisting of four (4) pages including this page, who acknowledged to me that the same are their own and voluntary acts and deed.

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

Doc. No. 267
Page No. 57
Book No. XVII
Series of 1474



REGIERICK L. BENITO
Notary Public for the Province of Cotabato
Valid Until December 31, 2025
Notarial Commission No. 04-2024
PTR No. 27486471-21-23/Amor, Misamis City
IBP CUR No. 88349770-06-03/North Cotabato Chapter
Roll No. 46780

Francisco Gil N. Garcia

5. DOC BAYANI'S ANIMAL WELLNES CORP.

**MEMORANDUM OF AGREEMENT
For On-the-Job Training (OJT) Program**

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

The **UNIVERSITY OF SOUTHERN MINDANAO (USM)**, a Level IV State University, created and operating under the laws of the Republic of the Philippines, with principal office address in Bai Matabay Plang Avenue, Poblacion, Kabacan, Cotabato, Philippines, represented by its President, **JONALD L. PIMENTEL, Ph.D.**, hereinafter referred to as the "**FIRST PARTY**";

- and -

The **DOC BAYANI'S ANIMAL WELLNESS CLINIC CORP.**, a private veterinary clinic that provides comprehensive medical services for pets and exotic animals, with its principal office located at 3 Orchid street, Trinidad Green hills, Maa, Davao City, Philippines, represented herein by its Owner, **BAYANI WEREDI J. VANDENBROECK, D.V.M.**, herein referred to as the "**SECOND PARTY**";

Collectively, hereinafter referred to as the "**PARTIES**".

WITNESSETH:

WHEREAS, On-the-Job-Training (OJT) is part of the course work which requires a student to undergo work immersion in an institution or organization with work requirements related to their specialization and academic preparation;

WHEREAS, the **FIRST PARTY** requires its students to undergo On-the-Job Training (OJT) for a duration of seven hundred (700) hours;

WHEREAS, the objectives of the said training/internship are as follows:

1. To supplement the formal curriculum of their course with special inputs coming from experts and practitioners of the **SECOND PARTY** to make the program aligned and consistent with work standards;
2. To develop in the student/s the knowledge and skills relevant to the needs of the job market in their field; and
3. To provide students relevant learning experiences by providing them exposure to the actual workplace setting.

WHEREAS, through the On-the-Job-Training, the student/s is able to:

1. Gain relevant and practical skills under the guidance of experts in the field of specialization;
2. Appreciate the importance and application of the principles and theories taught in the classroom;
3. Enhance technical knowledge and skills; and
4. Prepare to meet the needs and challenges of employment, or higher education after graduation.

WHEREAS, the **SECOND PARTY** is a private veterinary clinic that provides services and has facilities to provide the student/s the training required by the course;

NOW THEREFORE, for and in consideration of the above premises and for the mutual interest and benefits of the **FIRST PARTY**, the students, and the **SECOND PARTY**, the **PARTIES** hereto agree:

1. The obligations and responsibilities of **FIRST PARTY** are the following:

Bayani Vandebroek
Jonal Pimentel

- a. Identify the skills and specializations required by the course;
- b. To designate OJT Coordinator/s who shall work with the **SECOND PARTY** and supervise the activities of the student/s for the duration of the OJT;
- c. Provide the **SECOND PARTY** an evaluation tool for the student's performance;
- d. To ensure the implementation of OJT policies in accordance with the CHED Memorandum Order (CMO) No. 104, otherwise known as "Revised Guidelines for Student Internship Program in the Philippines";
- e. To ensure strict observance of the provisions of R.A. 11313, otherwise known as "Safe Spaces Act";
- f. To provide signed Consent Forms/Waivers/Non-Disclosure Agreements, as applicable;
- g. To closely and periodically monitor, through the OJT Coordinator/s, the health status of the student/s; and
- h. To coordinate closely with the **SECOND PARTY** if a student/s' health is compromised, subject to the Local Government Unit's (LGU's) and the **SECOND PARTY's** protocols.

2. The obligation and responsibilities of the **SECOND PARTY** shall be as follows:

- a. To ensure that the skills and specializations required in the students' course as identified by the **FIRST PARTY** are addressed;
- b. To assign a competent Coordinator to liaise with the **FIRST PARTY**, through the OJT Coordinator, and supervise the student/s without prejudice to the authority of the school, its administration, and teachers for the duration of the Training;
- c. To orient the student/s about their clinic, the work its employees do, and provide exposure to its stakeholders, if necessary;
- d. To rate the student/s according to the evaluation tool provided by the **FIRST PARTY** and submit the individual written performance reports and other activities of the student/s to the OJT Coordinator;
- e. To ensure strict observance of the provisions of R.A. 11313, otherwise known as "Safe Spaces Act";
- f. To be responsible for the welfare and safety of the student/s during the training period; and
- g. To enforce minimum public health protocols in the workplace;

3. It is understood that the OJT is an integral part of the academic work of the students pursuing the course leading to the degree of **BACHELOR OF SCIENCE IN VETERINARY TECHNOLOGY** at **USM**, and the **SECOND PARTY** is, in no way whatsoever, obliged and responsible for payment of wages and other voluntary allowances that may be provided to the student-trainee are welcome. This Agreement shall not, in any way, constitute an employer-employee relationship between the student and the **PARTIES**.

4. That this Memorandum of Agreement shall take effect on the Second Semester of Academic Year 2025-2026 or from February 2026, until the end of the Second Semester of Academic Year 2029-2030, and shall remain in full force until the completion of the required number of hours for the student-trainee's program, unless otherwise terminated for the following causes:

- a. Non-compliance by any of the **PARTIES** with the terms and conditions set forth in this Memorandum of Agreement; and

Rayeri T. ...
 ...
 ...

- b. Upon request by the **FIRST PARTY** or the **SECOND PARTY** for the causes beyond their control.
5. This Agreement shall take effect immediately upon signing of both parties and from notarization of this document.
6. Any dispute, controversy, difference, or claim arising out of or in relation to this Agreement, including any question as to the interpretation, implementation, existence, validity, breach or termination thereof or as to any non-contractual obligation arising out of or relating thereto, shall be referred to and finally resolved by arbitration. The arbitration shall be conducted by one or more arbitrators to be appointed in accordance with the mutual will of the parties.

IN WITNESS WHEREOF, the **PARTIES** have executed this Agreement this ___ day of _____ at _____, Philippines.

UNIVERSITY OF SOUTHERN MINDANAO

DOC BAYANI'S ANIMAL WELLNESS CLINIC CORP.

(FIRST PARTY)

(SECOND PARTY)

Represented by:

Represented by:

JONALD L. PIMENTEL, Ph.D.
President

Baysi Vandebroek
BAYANI WEREDI J. VANDENBROECK,
D.V.M.
Owner

BY AUTHORITY OF THE PRESIDENT

Valid I.D. No.: 188-020-232-000
Issued By: B.I.R.

Valid I.D. No.: 0006832
Issued By: PRC

Signed in the presence of:

Elizabeth C. Molina
ELIZABETH C. MOLINA, D.V.M., Ph.D.
CVM Dean

Precious Amor A. Beso
PRECIOUS AMOR A. BESO, Ph.D.
OJT Coordinator

Valid I.D. No.: 95-00329
Issued By: U.M.

Valid I.D. No.: M07-21-202633
Issued By: Land Transportation Office

ACKNOWLEDGEMENT

Republic of the Philippines
Province of Cotabato
Municipality of Kabacan

BEFORE ME, this FEB 05 day 2026 at Kabacan, Cotabato, personally appeared the following persons with their respective competent evidence of identity:

Name:	Valid I.D. No.:	Issued By:
JONALD L. PIMENTEL, Ph.D.		
BAYANI WEREDI J. VANDENBROECK, D.V.M.	<u>0006832</u>	<u>PRC</u>

Both known to me to be the same persons who executed the foregoing instrument consisting of four (4) pages including this page who acknowledge to me that the same are their own and voluntary acts and deed.

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

Bayani Vandebroek

Doc. No. 123
Page No. 124
Book No. XLVH
Series of 2026



[Signature]
REGENT L. BENITO
NOTARY Public for the Province of Cotabato
Valid Until December 31, 2026
Notarial Commission No. 01-2025
PTR No. 4379824/01-01-26/ Amas, Kidapawan City
ISP O.R. No. 543725/12-08-25/ North Cotabato Chapter
Roll No. 46786

[Signature]

6. DUQUE FARMS CORPORATION

**MEMORANDUM OF AGREEMENT
For On-the-Job Training (OJT) Program**

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

The **UNIVERSITY OF SOUTHERN MINDANAO (USM)**, a Level IV State University, created and operating under the laws of the Republic of the Philippines, with principal office address in Bai Matabay Piang Avenue, Poblacion, Kabacan, Cotabato, Philippines, herein represented by its President, **JONALD L. PIMENTEL, Ph.D.**, hereinafter referred to as the "**FIRST PARTY**";

and

The **DUQUE FARMS CORPORATION**, a duly registered poultry farming entity, committed to the production and supply of high- quality poultry products, with principal office address at Brgy. Balindog, Kidapawan City, Cotabato, Philippines, herein represented by its President, **BONILYN E. DUQUE**, herein referred to as the "**SECOND PARTY**";

Collectively, hereinafter referred to as the "**PARTIES**".

WITNESSETH:

WHEREAS, On-the-Job-Training (OJT) is part of the course work which requires a student to undergo work immersion in an institution or organization with work requirements related to their specialization and academic preparation.

WHEREAS, the **FIRST PARTY** requires its students to undergo On-the-Job Training (OJT) for a duration of seven hundred (700) hours:

WHEREAS, the objectives of the said training/internship are as follows:

1. To supplement the formal curriculum of their course with special inputs coming from experts and practitioners of the **SECOND PARTY** to make the program aligned and consistent with work standards;
2. To develop in the student/s the knowledge and skills relevant to the needs of the job market in their field; and
3. To provide students relevant learning experiences by providing them exposure to the actual workplace setting.

WHEREAS, through the On-the-Job-Training, the student/s is able to:

1. gain relevant and practical skills under the guidance of experts in the field of specialization;
2. appreciate the importance and application of the principles and theories taught in the classroom;
3. enhance technical knowledge and skills; and
4. prepare to meet the needs and challenges of employment, or higher education after graduation.

WHEREAS, the **SECOND PARTY** is a poultry farm that provides services and has facilities to provide the student/s the training required by the course;

NOW THEREFORE, for and in consideration of the above premises and for the mutual interest and benefits of the **FIRST PARTY**, the students, and the **SECOND PARTY**, the **PARTIES** hereto agree:

1. The obligations and responsibilities of **FIRST PARTY** are the following:

- a. Identify the skills and specializations required by the course;
- b. To designate OJT Coordinator/s who shall work with the **SECOND PARTY** and supervise the activities of the student/s for the duration of the OJT;
- c. Provide the **SECOND PARTY** an evaluation tool for the student's performance;
- d. To ensure the implementation of OJT policies in accordance with the CHED Memorandum Order (CMO) No. 104, otherwise known as "Revised Guidelines for Student Internship Program in the Philippines";
- e. To ensure strict observance of the provisions of R.A. 11313, otherwise known as "Safe Spaces Act";
- f. Provide signed Consent Forms/Waivers/Non-Disclosure Agreements, as applicable;
- g. To closely and periodically monitor, through the OJT Coordinator/s, the health status of the student/s; and
- h. To coordinate closely with the **SECOND PARTY** if a student/s' health is compromised, subject to the Local Government Unit's (LGU's) and the **SECOND PARTY's** protocols.

2. The obligation and responsibilities of the **SECOND PARTY** shall be as follows:

- a. To ensure that skills and specializations required in the students' course as identified by the **FIRST PARTY** are addressed;
- b. To assign a competent Coordinator to liaise with the **FIRST PARTY**, through the OJT Coordinator, and supervise the student/s without prejudice to the authority of the school, its administration, and teachers for the duration of the Training;
- c. To orient the student/s about their farm, the work its employees do, and provide exposure to its stakeholders, if necessary;
- d. To rate the student/s according to the evaluation tool provided by the **FIRST PARTY** and submit the individual written performance reports and other activities of the student/s to the OJT Coordinator;
- e. To ensure strict observance of the provisions of R.A. 11313, otherwise known as "Safe Spaces Act";
- f. To be responsible for the welfare and safety of the student/s during the training period; and
- g. To enforce minimum public health protocols in the workplace:

3. It is understood that the OJT is an integral part of the academic work of the students pursuing the course leading to the degree of **BACHELOR OF SCIENCE IN VETERINARY TECHNOLOGY**, at USM, and the **SECOND PARTY**, is in no way whatsoever, obliged and responsible for payment or wages and other emoluments for work done pursuant to the Training although voluntary allowances that may be provided to the student-trainee are welcome. This Agreement shall rest, in any way, constitute an employer-employee relationship between the student and the **PARTIES**.

4. That this Memorandum of Agreement shall take effect on the Second Semester of Academic Year 2025 - 2026 or from February 2026, until the end of the Second Semester of Academic Year 2029 - 2030 and shall remain in full force until the completion of the required number of hours for the student-trainee's program, unless otherwise for the following causes:



- a. Non-compliance by any of the **PARTIES** with the terms and conditions set forth in this Memorandum of Agreement; and
 - b. Upon request by the **FIRST PARTY** or the **SECOND PARTY** for the causes beyond their control.
5. This Agreement shall take effect immediately upon signing of both parties and from notarization of this document.
6. Any dispute, controversy, difference, or claim arising out of or in relation to this Agreement, including any question as to the interpretation, implementation, existence, validity, breach or termination thereof or as to any non-contractual obligation arising out of or relating thereto, shall be referred to and finally resolved by arbitration. The arbitration shall be conducted by one or more arbitrators to be appointed in accordance with the mutual will of the parties.

IN WITNESS WHEREOF, the **PARTIES** have executed this Agreement this ___ day of _____ at _____, Philippines.

UNIVERSITY OF SOUTHERN MINDANAO
(FIRST PARTY)
Represented by:

DUQUE FARMS CORPORATION
(SECOND PARTY)
Represented by:

JONALD L. PIMENTEL, Ph.D.
President

BONILYN E. DUQUE
President

Valid I.D. No.: 188-020-232-000
Issued By: B.I.R.

Valid I.D. No.: _____
Issued By: _____

Signed in the presence of:

ELIZABETH C. MOLINA, D.V.M., Ph.D.
CVM Dean

ARIES CRISTE A. DUQUE
Chief Executive Officer

Valid I.D. No.: _____
Issued By: _____

Valid I.D. No.: _____
Issued By: _____

PRECIOUS AMOR A. BESO, Ph.D.
OJT COORDINATOR

Valid I.D. No.: M07-21-202633
Issued By: Land Transportation Office

ACKNOWLEDGEMENT

Republic of the Philippines
Province of Cotabato
Municipality of Kabacan

FEB 03 2026

BEFORE ME, this _____ day of _____, 2026 at Kabacan, Cotabato, personally appeared the following persons with their respective competent evidence of identity:

Name:	Valid I.D. No.:	Issued By:
JONALD L. PIMENTEL, Ph.D.	_____	_____
BONILYN E. DUQUE	_____	_____
ARIES CHRISTE A. DUQUE	_____	_____

Both known to me to be the same persons who executed the foregoing instrument consisting of four (4) pages including this page who acknowledge to me that the same are their own and voluntary acts and deed.

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

Doc. No. 494
Page No. 100
Book No. XII
Series of 2026




REGERICK L. BENITO
NOTARY Public for the Province of Cotabato
Valid until December 31, 2026
Notarial Commission No. 01-2025
PTR No. 4379024/01-07-16/ Anas, Kidapawan City
ISP O.R No. 543735/13-08-25/North Cotabato Chapter
Roll No. 46786



7. FARMERS VET CLINIC



MEMORANDUM OF AGREEMENT for On-the-Job Training (OJT) Program

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

The **UNIVERSITY OF SOUTHERN MINDANAO (USM)**, a Level IV state university, created and operating under the laws of the Republic of the Philippines, with principal office address in Kabacan, North Cotabato, Philippines, herein represented by its President, **FRANCISCO GIL N. GARCIA, PhD.**, hereinafter referred to as the "**FIRST PARTY**".

and

The **FARMERS VET CLINIC**, is a Hospital Agency with principal office address in Poblacion 4 Midsayap, Cotabato, herein represented by its Head Veterinarian, **CHARLIMAGNE F. FUGATA** herein after referred to as the "**SECOND PARTY**".

WITNESSETH:

WHEREAS, On-the-Job-Training (OJT) is part of the course work which requires a student to undergo work immersion in an institution or organization with work requirements related to their specialization and academic preparation.

WHEREAS, the **FIRST PARTY** requires its students to undergo On-the-Job Training (OJT) for a duration of seven hundred (700) hours;

WHEREAS, the objectives of the said training/apprenticeship/internship are as follows:

1. To supplement the formal curriculum of their course with special inputs coming from experts and practitioners of the **SECOND PARTY** to make the program aligned and consistent with work standards;
2. To develop in the student/s the knowledge and skills relevant to the needs of the job market in their field; and
3. To provide students relevant learning experiences by providing them exposure to the actual workplace setting.

WHEREAS, through the On-the-Job-Training, the student/s is able to:

1. gain relevant and practical skills under the guidance of experts in the field of specialization;
2. appreciate the importance and application of the principles and theories taught in the classroom;
3. enhance technical knowledge and skills; and
4. prepare to meet the needs and challenges of employment, or higher education after graduation.

WHEREAS, the **SECOND PARTY** is an institution/agency/establishment that provides services and has facilities to provide the student/s the training required by the course;

NOW THEREFORE, for and in consideration of the above premises and for the mutual interest and benefits of the FIRST PARTY, the students, and the SECOND PARTY, the parties hereto agree:

1. The obligations and responsibilities of FIRST PARTY are the following:
 - a. To identify the skills and specializations required by the course;
 - b. To designate OJT Coordinator/s who shall work with the SECOND PARTY and supervise the activities of the student/s for the duration of the OJT;
 - c. To provide the COOPERATOR an evaluation tool for the student's performance;
 - d. To ensure the implementation of OJT policies in accordance with the CHED Memorandum Order (CMO) No. 104, otherwise known as "Revised Guidelines for Student Internship Program in the Philippines;"
 - e. To ensure strict observance of the provisions of R.A. 7877, otherwise known as "Anti-Sexual Harassment Law;"
 - f. To provide signed Consent Forms/Waivers/Non-Disclosure Agreements, as applicable;
 - g. To closely and periodically monitor, through the OJT Coordinator/s, the health status of the student/s; and
 - h. To coordinate closely with the SECOND PARTY if a student/s' health is compromised, subject to the Local Government Unit's (LGU's) and the SECOND PARTY's protocols.

2. The obligation and responsibilities of the SECOND PARTY shall be as follows:
 - a. To ensure that skills and specializations required by the students' course as identified by the First Party are addressed;
 - b. To assign a competent Coordinator to liaise with the FIRST PARTY, through the OJT Coordinator, and supervise the student/s without prejudice to the authority of the school, its administration, and teachers, for the duration of the Training;
 - c. To orient the student/s about their agency/organization/institution, the work its employees do, and to provide exposure to its stakeholders, if necessary;
 - d. To rate the student/s according to the evaluation tool provided by the FIRST PARTY and submit the individual written performance reports and other activities of the student/s to the OJT Coordinator;
 - e. To ensure strict observance of the provisions of R.A. 7877, otherwise known as "Anti-Sexual Harassment Law";
 - f. To be responsible for the welfare and safety of the student/s during the training period;
 - g. To implement necessary alternative working arrangements pursuant to the Inter-Agency Task Force (IATF) for the Management of Emerging Infectious Diseases local guidelines;
 - h. To enforce minimum public health protocols in the workplace; and
 - i. To assist the student/s in the possible isolation/repatriation if found COVID-19 positive, subject to the recommendation of the Municipal Health Office.

3. It is understood that the OJT is an integral part of the academic work of the students pursuing the course leading to the degree of Bachelor of Science in Veterinary Technology at USM, and the SECOND PARTY is, in no way whatsoever, obliged and responsible for payment of wages and other emoluments for work done pursuant to the Training although voluntary allowances that may be provided to the student-trainee are welcome.

4. That this Memorandum of Agreement shall take effect on the second semester Year 2023-2024 and shall remain in full force until the completion of the required number of hours for the student-trainee program or 2 to 3 years for government agency partners/established companies unless otherwise terminated for the following causes:

- a. Non-compliance by any of the parties with the terms and conditions set forth in this Memorandum of Agreement; and
- b. Upon request by the FIRST PARTY or the SECOND PARTY for causes beyond their control.

5. This agreement shall take effect immediately upon signing of both parties and from notarization of this document.

IN WITNESS WHEREOF, the parties have executed this agreement this ____ day of _____ at _____ Philippines.

UNIVERSITY OF SOUTHERN MINDANAO
(FIRST PARTY)
Represented by:

FRANCISCO GIL N. GARCIA, PhD
University President
Valid I.D. No.: 153-871-752
Issued By: BIR Office

ELIZABETH C. MOLINA, DVM, PhD
CVM Dean
Valid I.D. No.:
Issued By:

PRECIOUS AMOR A. BESO, MSAS
OJT Coordinator
Valid I.D. No.: MO7-21-202633
Issued By: LTO

FARMERS VET CLINIC
(SECOND PARTY)
Represented by:

CHARLIMAGNE F. FUGATA DVM
No. 7528
CHARLIMAGNE F. FUGATA
HEAD VETERINARIAN
Valid I.D. No.:
Issued By:

Signed in the presence of:
CHARLIMAGNE F. FUGATA DVM
No. 7528
CHARLIMAGNE F. FUGATA
HEAD VETERINARIAN
Valid I.D. No.:
Issued By:

ACKNOWLEDGEMENT

Republic of the Philippines
Province of Cotabato
Municipality of Kabacan

BEFORE ME, this 11th day of March, 2024 at _____
Philippines, personally appeared the following persons with their respective competent
evidence of identity:

Name:	Valid I.D. No.:	Issued By:
FRANCISCO GIL N. GARCIA, PhD CHARLIMAGNE F. FUGATA	<u>153-671-752</u>	<u>BIR OFFICE</u>

Both known to me to be the same persons who executed the foregoing instrument
consisting of four (4) pages including this page, who acknowledged to me that the same
are their own and voluntary acts and deed.

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

Doc. No. 246 :
Page No. 54 :
Book No. XVI :
Series of 100 :



RODERICK L. BENITO
Notary Public for the Province of Cotabato
Valid Until December 31, 2025
Notarial Commission No. 04-2024
PTR No. 27489648-21-23/Amor, Kidapawan City
IBP OIR No. 30249770-06-25/North Cotabato Chapter
Roll No. 46796

[Handwritten signature]

[Handwritten signature]

8. LOCAL GOVERNMENT UNIT OF KABACAN

**MEMORANDUM OF AGREEMENT
for On-the-Job Training (OJT) Program**

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

The **UNIVERSITY OF SOUTHERN MINDANAO (USM)**, a Level IV state university, created and operating under the laws of the Republic of the Philippines, with principal office address in Kabacan, North Cotabato, Philippines, herein represented by its President, **FRANCISCO GIL N. GARCIA, PhD.**, hereinafter referred to as the "**FIRST PARTY**,".

and

The **LGU KABACAN**, is a government agency, with principal office address in Rizal St. Kabacan, Cotabato, herein represented by its Municipal Mayor, **EVANGELINE PASCUA GUZMAN**, hereinafter referred to as the "**SECOND PARTY**".

WITNESSETH:

WHEREAS, On-the-Job-Training (OJT) is part of the course work which requires a student to undergo work immersion in an institution or organization with work requirements related to their specialization and academic preparation.

WHEREAS, the **FIRST PARTY** requires its students to undergo On-the-Job Training (OJT) for a duration of seven hundred (700) hours;

WHEREAS, the objectives of the said training/apprenticeship/internship are as follows:

1. To supplement the formal curriculum of their course with special inputs coming from experts and practitioners of the **SECOND PARTY** to make the program aligned and consistent with work standards;
2. To develop in the student/s the knowledge and skills relevant to the needs of the job market in their field; and
3. To provide students relevant learning experiences by providing them exposure to the actual workplace setting.

WHEREAS, through the On-the-Job-Training, the student/s is able to:

1. gain relevant and practical skills under the guidance of experts in the field of specialization;
2. appreciate the importance and application of the principles and theories taught in the classroom;
3. enhance technical knowledge and skills; and
4. prepare to meet the needs and challenges of employment, or higher education after graduation.

WHEREAS, the **SECOND PARTY** is an institution/agency/establishment that provides services and has facilities to provide the student/s the training required by the course;

NOW THEREFORE, for and in consideration of the above premises and for the mutual interest and benefits of the FIRST PARTY, the students, and the SECOND PARTY, the parties hereto agree:

1. The obligations and responsibilities of FIRST PARTY are the following:
 - a. To identify the skills and specializations required by the course;
 - b. To designate OJT Coordinator/s who shall work with the SECOND PARTY and supervise the activities of the student/s for the duration of the OJT;
 - c. To provide the COOPERATOR an evaluation tool for the students performance;
 - d. To ensure the implementation of OJT policies in accordance with the CHED Memorandum Order (CMO) No. 104, otherwise known as Revised Guidelines for Student Internship Program in the Philippines;
 - e. To ensure strict observance of the provisions of R.A. 7877, otherwise known as "Anti-Sexual Harassment Law";
 - f. To provide signed Consent Forms/Waivers/Non-Disclosure Agreements, as applicable;
 - g. To closely and periodically monitor, through the OJT Coordinator/s, the health status of the student/s; and
 - h. To coordinate closely with the SECOND PARTY if a student/s' health is compromised, subject to the Local Government Unit's (LGU's) and the SECOND PARTY's protocols.

2. The obligation and responsibilities of the SECOND PARTY shall be as follows:
 - a. To ensure that skills and specializations required by the students' course as identified by the First Party are addressed;
 - b. To assign a competent Coordinator to liaise with the FIRST PARTY, through the OJT Coordinator, and supervise the student/s without prejudice to the authority of the school, its administration, and teachers for the duration of the Training;
 - c. To orient the student/s about their agency/organization/institution, the work its employees do, and to provide exposure to its stakeholders, if necessary;
 - d. To rate the student/s according to the evaluation tool provided by the FIRST PARTY and submit the individual written performance reports and other activities of the student/s to the OJT Coordinator;
 - e. To ensure strict observance of the provisions of R.A. 7877, otherwise known as "Anti-Sexual Harassment Law";
 - f. To be responsible for the welfare and safety of the student/s during the training period;
 - g. To implement necessary alternative working arrangements pursuant to the Inter-Agency Task Force (IATF) for the Management of Emerging Infectious Diseases local guidelines;
 - h. To enforce minimum public health protocols in the workplace; and
 - i. To assist the student/s in the possible isolation/repatriation if found COVID-19 positive, subject to the recommendation of the Municipal Health Office.

3. It is understood that the OJT is an integral part of the academic work of the students pursuing the course leading to the degree of Bachelor of Science in Veterinary Technology at USM, and the SECOND PARTY is, in no way whatsoever, obliged and responsible for payment of wages and other emoluments for work done pursuant to the Training although voluntary allowances that may be provided to the student-trainee are welcome.

Handwritten signature
Handwritten signature

4. That this Memorandum of Agreement shall take effect on the second semester Year 2023-2024 and shall remain in full force until the completion of the required number of hours for the student-trainees program or 2 to 3 years for government agency partners/established companies unless otherwise terminated for the following causes.
 - a. Non-compliance by any of the parties with the terms and conditions set forth in this Memorandum of Agreement; and
 - b. Upon request by the FIRST PARTY or the SECOND PARTY for causes beyond their control.
5. This agreement shall take effect immediately upon signing of both parties and from notarization of this document.

IN WITNESS WHEREOF, the parties have executed this agreement this ____ day of _____ at _____ Philippines.

UNIVERSITY OF SOUTHERN MINDANAO
(FIRST PARTY)
Represented by:

FRANCISCO GIL N. GARCIA, PhD
University President
Valid I.D. No.: 153-671-752
Issued By: BJR Office
Francisco Gil N. Garcia
Signed in the presence of:
WILSON MONDERIN

ELIZABETH C. MOLINA, DVM, PhD
CVM Dean
Valid I.D. No.:
Issued By:

[Signature]
PRECIOUS AMOR A. BESO, MSAS
OJT Coordinator
Valid I.D. No.: MO7-21-202633
Issued By: LTO

LGU-KABACAN OFFICE OF THE MUNICIPAL AGRICULTURIST
(SECOND PARTY)
Represented by:

[Signature]
EVANGELINE PASCUA-GUZMAN
Mayor
Valid I.D. No.:
Issued By:

[Signature]
BEN C. GUZMAN
Municipal Administrator
Valid I.D. No.:
Issued By:

ACKNOWLEDGEMENT

Republic of the Philippines
Province of Cotabato
Municipality of Kabacan

BEFORE ME, this MAR 15 2024 day of March 2024 at Kabacan, Cotabato, Philippines, personally appeared the following persons with their respective competent evidence of identity:

Name:	Valid I.D. No.:	Issued By:
FRANCISCO GIL N. GARCIA, PhD EVANGELINE PASCUA GUZMAN	<u>153-671-752</u>	<u>BIR OFFICE</u>

Both known to me to be the same persons who executed the foregoing instrument consisting of four (4) pages including this page, who acknowledged to me that the same are their own and voluntary acts and deed.

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

Doc. No. 425
Page No. 85
Book No. XIII
Series of 1000



REGINALDO L. BENITO
Notary Public for the Province of Cotabato
Valid Until December 31, 2025
Notarial Commission No. 04-2024
PTR No. 27486471-21-13/Mor. Kidapawan City
ESP QR No. 80249310-00-23/North Cotabato Chapter
Roll No. 45796

Francisco Gil N. Garcia

9. LOCAL GOVERNMENT UNIT OF MLANG

**MEMORANDUM OF AGREEMENT
For On-the-Job Training (OJT) Program**

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

The **UNIVERSITY OF SOUTHERN MINDANAO (USM)**, a Level IV State University, created and operating under the laws of the Republic of the Philippines, with principal office address in Bal Matabay Plang Avenue, Poblacion, Kabacan, Cotabato, herein represented by its President, **JONALD L. PIMENTEL, Ph.D.**, hereinafter referred to as the **FIRST PARTY**;

- and -

The **LOCAL GOVERNMENT UNIT (LGU) OF M'LANG**, a local government unit created and existing under the law of the Republic of the Philippines, with its principal office addresses in Poblacion A, M'lang, Cotabato, Philippines, represented herein by its Mayor, **HON. EMMANUEL M. ABONADO, D.V.M.**, herein referred to as the **SECOND PARTY**;

Collectively, hereinafter referred to as the **PARTIES**.

WITNESSETH:

WHEREAS, On-the-Job-Training (OJT) is part of the course work which requires a student to undergo work immersion in an institution or organization with work requirements related to their specialization and academic preparation;

WHEREAS, the **FIRST PARTY** requires its students to undergo On-the-Job Training (OJT) for a duration of seven hundred (700) hours;

WHEREAS, the objectives of the said training/internship are as follows:

1. To supplement the formal curriculum of their course with special inputs coming from experts and practitioners of the **SECOND PARTY** to make the program aligned and consistent with work standards;
2. To develop in the student/s the knowledge and skills relevant to the needs of the job market in their field; and
3. To provide students relevant learning experiences by providing them exposure to the actual workplace setting.

WHEREAS, through the On-the-Job-Training, the student/s is able to:

1. Gain relevant and practical skills under the guidance of experts in the field of specialization;
2. Appreciate the importance and application of the principles and theories taught in the classroom;
3. Enhance technical knowledge and skills; and
4. Prepare to meet the needs and challenges of employment, or higher education after graduation.

WHEREAS, the **SECOND PARTY** is a local government unit that provides services and has facilities to provide the student/s the training required by the course;

NOW THEREFORE, for and in consideration of the above premises and for the mutual interest and benefits of the **FIRST PARTY**, the students, and the **SECOND PARTY**, the **PARTIES** hereto agree:

1. The obligations and responsibilities of **FIRST PARTY** are the following:
 - a. Identify the skills and specializations required by the course;
 - b. To designate OJT Coordinator/s who shall work with the **SECOND PARTY** and supervise the activities of the student/s for the duration of the OJT;
 - c. Provide the **SECOND PARTY** an evaluation tool for the student's performance;
 - d. To ensure the implementation of OJT policies in accordance with the CHED Memorandum Order (CMO) No. 104, otherwise known as "Revised Guidelines for Student Internship Program in the Philippines";
 - e. To ensure strict observance of the provisions of R.A. 11313, otherwise known as "Safe Spaces Act";
 - f. To provide signed Consent Forms/Waivers/Non-Disclosure Agreements, as applicable;
 - g. To closely and periodically monitor, through the OJT Coordinator/s, the health status of the student/s; and
 - h. To coordinate closely with the **SECOND PARTY** if a student/s' health is compromised, subject to the Local Government Unit's (LGU's) and the **SECOND PARTY's** protocols.

2. The obligation and responsibilities of the **SECOND PARTY** shall be as follows:
 - a. To ensure that the skills and specializations required in the students' course as identified by the **FIRST PARTY** are addressed;
 - b. To assign a competent Coordinator to liaise with the **FIRST PARTY**, through the OJT Coordinator, and supervise the student/s without prejudice to the authority of the school, its administration, and teachers for the duration of the Training;
 - c. To orient the student/s about their agency, the work its employees do, and provide exposure to its stakeholders, if necessary;
 - d. To rate the student/s according to the evaluation tool provided by the **FIRST PARTY** and submit the individual written performance reports and other activities of the student/s to the OJT Coordinator;
 - e. To ensure strict observance of the provisions of R.A. 11313, otherwise known as "Safe Spaces Act";
 - f. To be responsible for the welfare and safety of the student/s during the training period; and
 - g. To enforce minimum public health protocols in the workplace.

3. It is understood that the OJT is an integral part of the academic work of the students pursuing the course leading to the degree of **BACHELOR OF SCIENCE IN VETERINARY TECHNOLOGY** at USM, and the **SECOND PARTY** is, in no way whatsoever, obliged and responsible for payment of wages and other emoluments for work done pursuant to the Training although voluntary allowances that may be provided to the student-trainee are welcome. This Agreement shall not, in any way, constitute an employer-employee relationship between the student and the **PARTIES**.

4. That this Memorandum of Agreement shall take effect on the Second Semester of Academic Year 2025-2026 or from February 2026 and shall remain in full force for the five (5) succeeding years unless otherwise terminated for the following causes:
 - a. Non-compliance by any of the **PARTIES** with the terms and conditions set forth in this Memorandum of Agreement; and

- b. Upon request by the **FIRST PARTY** or the **SECOND PARTY** for the causes beyond their control.
5. This Agreement shall take effect immediately upon signing of both parties and from notarization of this document.
6. Any dispute, controversy, difference, or claim arising out of or in relation to this Agreement, including any question as to the interpretation, implementation, existence, validity, breach or termination thereof or as to any non-contractual obligation arising out of or relating thereto, shall be referred to and finally resolved by arbitration. The arbitration shall be conducted by one or more arbitrators to be appointed in accordance with the mutual will of the parties.

IN WITNESS WHEREOF, the **PARTIES** have executed this Agreement this _____ day of _____ at _____, Philippines.

**UNIVERSITY OF SOUTHERN
MINDANAO
(FIRST PARTY)**

**LGU-MLANG OFFICE OF THE
MUNICIPAL AGRICULTURIST
(SECOND PARTY)**

Represented by:

Represented by:

JONALD L. PIMENTEL, Ph.D. ✓
President

HON. EMMANUEL M. ABONADO, D.V.M.
Mayor

Valid I.D. No.: 188-020-232-000
Issued By: B.I.R.

Valid I.D. No.: _____
Issued By: _____

Signed in the presence of:

ELIZABETH C. MOLINA, D.V.M., Ph.D.
CVM Dean
Valid I.D. No.: 95-00329
Issued By: University of Southern Mindanao

PRECIOUS AMOR A. BESO, Ph.D.
OJT Coordinator/Department Coordinator
Valid I.D. No.: M07-21-202633
Issued By: Land Transportation Office

ACKNOWLEDGEMENT

Republic of the Philippines
Province of Cotabato
Municipality of Kabacan

BEFORE ME, this FEB 09 2026 day 2026 at Kabacan, Cotabato, personally appeared the following persons with their respective competent evidence of identity:

Name:	Valid I.D. No.:	Issued By:
JONALD L. PIMENTEL, Ph.D.	_____	_____
HON. EMMANUEL M. ABONADO, D.V.M.	_____	_____

Both known to me to be the same persons who executed the foregoing instrument consisting of four (4) pages including this page who acknowledge to me that the same are their own and voluntary acts and deed.

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

Doc. No. 271 :
Page No. 9 :
Book No. XV :
Series of 2026




REGERICK L. BENITO
NOTARY Public for the Province of Cotabato
Valid Until December 31, 2026
Regional Commission No. 01-2025
PTR No. 4379824/01-07-24/ Anas, Kidapawan City
B.P. O.A. No. 98735/12-08-25 North Cotabato Chapter
Roll No. 48788

10. LOCAL GOVERNMENT UNIT OF ALEOSAN

**MEMORANDUM OF AGREEMENT
For On-the-Job Training (OJT) Program**

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

The **UNIVERSITY OF SOUTHERN MINDANAO (USM)**, a Level IV State University, created and operating under the laws of the Republic of the Philippines, with principal office address in Bai Matabay Piang Avenue, Poblacion, Kabacan, Cotabato, Philippines, herein represented by its President, **JONALD L. PIMENTEL, Ph.D.**, hereinafter referred to as the **FIRST PARTY**;

-and-

The **LOCAL GOVERNMENT UNIT OF ALEOSAN (LGU)**, a municipal government office duly organized and existing under Philippine laws, with office address at Aleosan Municipal Hall, Aleosan, Cotabato, Philippines, herein represented by its Acting Municipal Mayor, **FELIMON C. CAYANG Jr.**, herein referred to as the **SECOND PARTY**;

Collectively, hereinafter referred to as the **PARTIES**.

WITNESSETH:

WHEREAS, On-the-Job-Training (OJT) is part of the course work which requires a student to undergo work immersion in an institution or organization with work requirements related to their specialization and academic preparation.

WHEREAS, the **FIRST PARTY** requires its students to undergo On-the-Job Training (OJT) for a duration of seven hundred (700) hours.

WHEREAS, the objectives of the said training/internship are as follows:

1. To supplement the formal curriculum of their course with special inputs coming from experts and practitioners of the **SECOND PARTY** to make the program aligned and consistent with work standards;
2. To develop in the student/s the knowledge and skills relevant to the needs of the job market in their field; and
3. To provide students relevant learning experiences by providing them exposure to the actual workplace setting.

WHEREAS, through the On-the-Job-Training, the student/s is able to:

1. Gain relevant and practical skills under the guidance of experts in the field of specialization;
2. Appreciate the importance and application of the principles and theories taught in the classroom;
3. Enhance technical knowledge and skills; and
4. Prepare to meet the needs and challenges of employment, or higher education after graduation.

WHEREAS, the **SECOND PARTY** is a Local Government Unit of Aleosan, Cotabato that provides services and has facilities to provide the student/s the training required by the course;

NOW THEREFORE, for and in consideration of the above premises and for the mutual interest and benefits of the **FIRST PARTY**, the students, and the **SECOND PARTY**, the **PARTIES** hereto agree:

1. The obligations and responsibilities of **FIRST PARTY** are the following:
 - a. Identify the skills and specializations required by the course;
 - b. To designate OJT Coordinator/s who shall work with the **SECOND PARTY** and supervise the activities of the student/s for the duration of the OJT;
 - c. Provide the **SECOND PARTY** an evaluation tool for the student's performance;
 - d. To ensure the implementation of OJT policies in accordance with the CHED Memorandum Order (CMO) No. 104, otherwise known as "Revised Guidelines for Student Internship Program in the Philippines";
 - e. To ensure strict observance of the provisions of R.A. 11313, otherwise known as "Safe Spaces Act";
 - f. Provide signed Consent Forms/Waivers/Non-Disclosure Agreements, as applicable;
 - g. To closely and periodically monitor, through the OJT Coordinator/s, the health status of the student/s; and
 - h. To coordinate closely with the **SECOND PARTY** if a student/s' health is compromised, subject to the agency/organization/institution and the **SECOND PARTY**'s protocols.

2. The obligation and responsibilities of the **SECOND PARTY** shall be as follows:
 - a. To ensure that skills and specializations required in the students' course as identified by the **FIRST PARTY** are addressed;
 - b. To assign a competent Coordinator to liaise with the **FIRST PARTY**, through the OJT Coordinator, and supervise the student/s without prejudice to the authority of the school, its administration, and teachers for the duration of the Training;
 - c. To orient the student/s about their farm, the work its employees do, and provide exposure to its stakeholders, if necessary;
 - d. To rate the student/s according to the evaluation tool provided by the **FIRST PARTY** and submit the individual written performance reports and other activities of the student/s to the OJT Coordinator;
 - e. To ensure strict observance of the provisions of R.A. 11313, otherwise known as "Safe Spaces Act";
 - f. To be responsible for the welfare and safety of the student/s during the training period; and
 - g. To enforce minimum public health protocols in the workplace;

3. It is understood that the OJT is an integral part of the academic work of the students pursuing the course leading to the degree of **BACHELOR OF SCIENCE IN VETERINARY TECHNOLOGY**, at USM, and the **SECOND PARTY**, is in no way whatsoever, obliged and responsible for payment or wages and other emoluments for work done pursuant to the Training although voluntary allowances that may be provided to the student-trainee are welcome. This Agreement shall not, in any way, constitute an employer-employee relationship between the student and the **PARTIES**.

4. That this Memorandum of Agreement shall take effect on the Second Semester of Academic Year 2025 - 2026 or from February 2026, until the end of the Second Semester of Academic Year 2029 - 2030 and shall remain in full force until the completion of the required number of hours for the student-trainee's program, unless otherwise for the following causes:
 - a. Non-compliance by any of the **PARTIES** with the terms and conditions set forth in this Memorandum of Agreement; or
 - b. Upon request by the **FIRST PARTY** or the **SECOND PARTY** for the causes beyond their control.
5. This Agreement shall take effect immediately upon signing of both parties and from notarization of this document.
6. Any dispute, controversy, difference, or claim arising out of or in relation to this Agreement, including any question as to the interpretation, implementation, existence, validity, breach or termination thereof or as to any non-contractual obligation arising out of or relating thereto, shall be referred to and finally resolved by arbitration. The arbitration shall be conducted by one or more arbitrators to be appointed in accordance with the mutual will of the parties.

IN WITNESS WHEREOF, the **PARTIES** have executed this Agreement this ___ day of _____ at _____ Philippines.

UNIVERSITY OF SOUTHERN MINDANAO

LOCAL GOVERNMENT UNIT OF

(FIRST PARTY)

ALEOSAN (LGU)

(SECOND PARTY)

Represented by:

Represented by:

JONALD L. PIMENTEL, Ph.D.
President

FELIMON C. CAYANG Jr.
Municipal Vice Mayor
(Acting Municipal Mayor)

Valid I.D. No.: 188-020-232-000

Valid I.D. No.: _____

Issued By: B.I.R

Issued By: _____

Signed in the presence of:

ELIZABETH C. MOLINA, D.V.M., Ph.D.
CVM Dean

CHRISTOPHER C. TRANCE, MPA
SB. Secretary

(Acting Municipal Administrator)

Valid I.D. No.: _____

Valid I.D. No.: 3508-1724-PAS-313

Issued By: _____

Issued By: Republic of the Philippines

PRECIOUS AMOR B. FERRER, Ph.D.
OJT COORDINATOR

Valid I.D. No.: M07-21-202633

Issued By: Land Transportation Office

ACKNOWLEDGEMENT

Republic of the Philippines
Province of Cotabato
Municipality of Kabacan

FEB 04 2026

BEFORE ME, this _____ day of _____, 2026 at Kabacan, Cotabato,
personally appeared the following persons with their respective competent evidence of
identity:

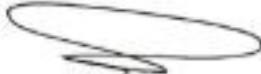
Name:	Valid I.D. No.:	Issued By:
JONALD L. PIMENTEL, Ph.D.	_____	_____
FELIMON C. CAYANG Jr.	_____	_____
CHRISTOPHER C. TRANCE, MPA	_____	_____

Both known to me to be the same persons who executed the foregoing instrument consisting of four (4) pages including this page who acknowledge to me that the same are their own and voluntary acts and deed.

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

Doc. No. 27 :
Page No. 3 :
Book No. XVII :
Series of 2026




REGERICK L. BENITO
NOTARY Public for the Province of Cotabato
Valid Until December 31, 2026
Notarial Commission No. 01-2025
PTR No. 4379824/01-07-26/ Amas, Kidapawan City
ISP O.R. No. 563735/12-08-25/North Cotabato Chapter
Roll No. 46786

11. CITY GOVERNMENT OF KIDAPAWAN

**MEMORANDUM OF AGREEMENT
For On-the-Job Training (OJT) Program**

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

The **UNIVERSITY OF SOUTHERN MINDANAO (USM)**, a Level IV state university, created and operating under the laws of the Republic of the Philippines, with principal office address in Bai Matabay Plang Ave., Poblacion, Kabacan, Cotabato, herein represented by its OIC President, **RODY P GARCIA, MDM, EdD, JD**, hereinafter referred to as the "**FIRST PARTY**";

- and -

The **CITY GOVERNMENT OF KIDAPAWAN**, is a government institution, with principal office address in De Mazenod Ave., Kidapawan 9400, Philippines, herein represented by its Mayor, **HON. ATTY. JOSE PAOLO EVANGELISTA**, herein referred to as the "**SECOND PARTY**";

Collectively, hereinafter referred to as the "**PARTIES.**"

WITNESSETH:

WHEREAS, On-the-Job-Training (OJT) is part of the course work which requires a student to undergo work immersion in an institution or organization with work requirements related to their specialization and academic preparation.

WHEREAS, the **FIRST PARTY** requires its students to undergo On-the-Job Training (OJT) for a duration of seven hundred (700) hours;

WHEREAS, the objectives of the said training/apprenticeship/internship are as follows:

1. To supplement the formal curriculum of their course with special inputs coming from experts and practitioners of the **SECOND PARTY** to make the program aligned and consistent with work standards;
2. To develop in the student/s the knowledge and skills relevant to the needs of the job market in their field; and
3. To provide students relevant learning experiences by providing them exposure to the actual workplace setting.

WHEREAS, through the On-the-Job-Training, the student/s is able to:

1. gain relevant and practical skills under the guidance of experts in the field of specialization;
2. appreciate the importance and application of the principles and theories taught in the classroom;
3. enhance technical knowledge and skills; and
4. prepare to meet the needs and challenges of employment, or higher education after graduation.

WHEREAS, the **SECOND PARTY** is an institution/agency/establishment that provides services and has facilities to provide the student/s the training required by the course;

NOW THEREFORE, for and in consideration of the above premises and for the mutual interest and benefits of the **FIRST PARTY**, the students, and the **SECOND PARTY**, the parties hereto agree:

1. The obligations and responsibilities of **FIRST PARTY** are the following:
 - a. Identify the skills and specializations required by the course;
 - b. To designate OJT Coordinator/s who shall work with the **SECOND PARTY** and supervise the activities of the student/s for the duration of the OJT;
 - c. Provide the **SECOND PARTY** an evaluation tool for the student's performance;
 - d. To ensure the implementation of OJT policies in accordance with the CHED Memorandum Order (CMO) No. 104, otherwise known as "Revised Guidelines for Student Internship Program in the Philippines;"
 - e. To ensure strict observance of the provisions of R.A. 7877, otherwise known as "Anti-Sexual Harassment Law;"
 - f. To provide signed Consent Forms/Waivers/Non-Disclosure Agreements, as applicable;
 - g. To closely and periodically monitor, through the OJT Coordinator/s, the health status of the student/s; and
 - h. To coordinate closely with the **SECOND PARTY** if a student/s' health is compromised, subject to the Local Government Unit's (LGU's) and the **SECOND PARTY**'s protocols.

2. The obligation and responsibilities of the **SECOND PARTY** shall be as follows:
 - a. To ensure that skills and specializations required in the students' course as identified by the **FIRST PARTY** are addressed;
 - b. To assign a competent Coordinator to liaise with the **FIRST PARTY**, through the OJT Coordinator, and supervise the student/s without prejudice to the authority of the school, its administration, and teachers for the duration of the Training;
 - c. To orient the student/s about their agency/organization/institution, the work its employees do, and provide exposure to its stakeholders, if necessary;
 - d. To rate the student/s according to the evaluation tool provided by the **FIRST PARTY** and submit the individual written performance reports and other activities of the student/s to the OJT Coordinator;
 - e. To ensure strict observance of the provisions of R.A. 7877, otherwise known as "Anti-Sexual Harassment Law;"
 - f. To be responsible for the welfare and safety of the student/s during the training period;
 - g. To implement necessary alternative working arrangements pursuant to the Inter-Agency Task Force (IATF) for the Management of Emerging Infectious Diseases' local guidelines;
 - h. To enforce minimum public health protocols in the workplace; and
 - i. To assist the student/s in the possible isolation/repatriation if found COVID-19 positive, subject to the recommendation of the Municipal Health Office.

3. It is understood that the OJT is an integral part of the academic work of the students pursuing the course leading to the degree of Bachelor of Science in Veterinary Technology at USM, and the **SECOND PARTY** is, in no way whatsoever, obliged and responsible for payment of wages and other emoluments for work done pursuant to the Training although voluntary allowances that may be provided to the student-trainee are welcome.
4. That this Memorandum of Agreement shall take effect on the second semester, Academic Year 2024 - 2025, or from February 2025, until May 2025; and shall remain in full force until the completion of the required number of hours for the student-trainee's program, whichever is earlier; provided that this Memorandum of Agreement shall be terminated for the following causes:
 - a. Non-compliance by any of the parties with the terms and conditions set forth in this Memorandum of Agreement, and
 - b. Upon request by the **FIRST PARTY** or the **SECOND PARTY** for the causes beyond their control.
5. This agreement shall take effect immediately upon signing of both parties and from notarization of this document.

IN WITNESS WHEREOF, the parties have executed this agreement this _____ day of _____ at _____ Philippines.

UNIVERSITY OF SOUTHERN MINDANAO
(FIRST PARTY)

Represented by:

RODY P. GARCIA, EdD, JD

By Authority of the President
D/C President

Valid I.D. No.:

Issued By:

Marcos F. Monder
MARCOS F. MONDER Signed in the presence of:

ELIZABETH C. MOLINA, DVM, PhD
CVM Dean

Valid I.D. No.: 95-00329

Issued By: USM

PRECIOUS AMOR A. BESO, MSAS

OJT Coordinator

Valid I.D. No.: M07-21-202633

Issued By: Land Transportation Office

CITY GOVERNMENT OF KIDAPAWAN
(SECOND PARTY)

Represented by:

ATTY. JOSE PAOLO EVANGELISTA

City Mayor

Valid I.D. No.:

Issued By:

DR. EUGENE B. GORNEZ
Head Veterinarian

Valid I.D. No.:

Issued By:

9

ACKNOWLEDGEMENT

Republic of the Philippines
Province of Cotabato
Municipality of Antipas, Cotabato

4-1 JFR 2025

BEFORE ME, this _____ day of January 2025 at Antipas, Cotabato, Philippines, personally appeared the following persons with their respective competent evidence of identity:

Name:	Valid I.D. No.:	Issued By:
RODY P. GARCIA, EdD, JD	_____	_____
ATTY. JOSE PAOLO EVANGELISTA	_____	_____
DR. EUGENE B. GORNEZ	_____	_____

Both known to me to be the same persons who executed the foregoing instrument consisting of four (4) pages including this page who acknowledge to me that the same are their own and voluntary acts and deed.

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

Doc. No. 373 :
Page No. 76 :
Book No. 95 :
Series of 2025 :

MARIONE JOHN C. SETO

Roll of Attorneys No. 10419
Notary Public until December 31, 2025
TIN No. 442-886-361-000
PTR No. 3022916701-02-25, Kidapawan City
BFP No. 494151 01-02-01 North Cotabato Chapter
MCLE Comp. No. VII-040640 Valid until April 14, 2025

12. PET'S FIRST VETERINARY CLINIC

MEMORANDUM OF AGREEMENT for On-the-Job Training (OJT) Program

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

The **UNIVERSITY OF SOUTHERN MINDANAO (USM)**, a Level IV state university, created and operating under the laws of the Republic of the Philippines, with principal office address in Bai Matabay Plang Avenue, Poblacion, Kabacan, Cotabato, Philippines, herein represented by its OIC President, **RODY P. GARCIA, MDM, JD, EdD.**, hereinafter referred to as the "FIRST PARTY;"

and

The **PET FIRST VETERINARY CLINIC**, a private veterinary facility dedicated to the health and well-being of animals, with the principal office address in Don Dionisio Complex, Cabaguio Avenue, Davao City, herein represented by its owner, **DR. JOANNA CONSUELO FERRAZZINI - MERCADER, DVM**, herein referred to as the "SECOND PARTY;"

Collectively, hereinafter referred to as the "PARTIES."

WITNESSETH:

WHEREAS, On-the-Job-Training (OJT) is part of the course work of Bachelor of Science in Veterinary Technology which requires a student to undergo work immersion in an institution or organization with work requirements related to their specialization and academic preparation.

WHEREAS, the **FIRST PARTY** requires its students to undergo On-the-Job Training (OJT) for a duration of **two hundred ninety five (295) hours**;

WHEREAS, the objectives of the said training/apprenticeship/internship are as follows:

1. To supplement the formal curriculum of their course with special inputs coming from experts and practitioners of the **SECOND PARTY** to make the program aligned and consistent with work standards;
2. To develop in the student/s the knowledge and skills relevant to the needs of the job market in their field; and
3. To provide students relevant learning experiences by providing them exposure to the actual workplace setting.

WHEREAS, through the On-the-Job-Training, the student/s is able to:

1. Gain relevant and practical skills under the guidance of experts in the field of specialization;
2. Appreciate the importance and application of the principles and theories taught in the classroom;
3. Enhance technical knowledge and skills; and
4. Prepare to meet the needs and challenges of employment, or higher education after graduation.

WHEREAS, the **SECOND PARTY** is an institution/agency/establishment that provides services and has facilities to provide the student/s the training required by the course;

NOW THEREFORE, for and in consideration of the above premises and for the mutual interest and benefits of the **FIRST PARTY**, the students, and the **SECOND PARTY**, the **PARTIES** hereto agree:

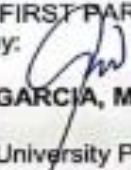
1. The obligations and responsibilities of **FIRST PARTY** are the following:
 - a. To identify the skills and specializations required by the course;
 - b. To designate OJT Coordinator/s who shall work with the **SECOND PARTY** and supervise the activities of the student/s for the duration of the OJT;
 - c. To provide the **SECOND PARTY** an evaluation tool for the student's performance;
 - d. To ensure the implementation of OJT policies in accordance with the CHED Memorandum Order (CMO) No. 104, otherwise known as "Revised Guidelines for Student Internship Program in the Philippines;"
 - e. To ensure strict observance of the provisions of R.A. 7877, otherwise known as "Anti-Sexual Harassment Law;"
 - f. To provide signed Consent Forms/Waivers/Non-Disclosure Agreements, as applicable;
 - g. To closely and periodically monitor, through the OJT Coordinator/s, the health status of the student/s; and
 - h. To coordinate closely with the **SECOND PARTY** if a student/s' health is compromised, subject to the Local Government Unit's (LGU's) and the **SECOND PARTY's** protocols.

2. The obligation and responsibilities of the **SECOND PARTY** shall be as follows:
 - a. To ensure that skills and specializations required by the students' course as identified by the First Party are addressed;
 - b. To assign a competent Coordinator to liaise with the **FIRST PARTY**, through the OJT Coordinator, and supervise the student/s without prejudice to the authority of the school, its administration, and teachers, for the duration of the Training;
 - c. To orient the student/s about their agency/organization/institution, the work its employees do, and to provide exposure to its stakeholders, if necessary;
 - d. To rate the student/s according to the evaluation tool provided by the **FIRST PARTY** and submit the individual written performance reports and other activities of the student/s to the OJT Coordinator;
 - e. To ensure strict observance of the provisions of R.A. 7877, otherwise known as "Anti-Sexual Harassment Law;"
 - f. To be responsible for the welfare and safety of the student/s during the training period;
 - g. To implement necessary alternative working arrangements pursuant to the Inter-Agency Task Force for the Management of Emerging Infectious Diseases' local guidelines;
 - h. To enforce minimum public health protocols in the workplace; and
 - i. To assist the student/s in the possible isolation/repatriation if found COVID-19 positive, subject to the recommendation of the Municipal Health Office.



3. It is understood that the OJT is an integral part of the academic work of the students pursuing the course leading to the degree of **BACHELOR OF SCIENCE IN VETERINARY TECHNOLOGY** at USM, and the **SECOND PARTY** is, in no way whatsoever, obliged and responsible for payment of wages and other emoluments for work done pursuant to the Training although voluntary allowances that may be provided to the student-trainee are welcome.
4. That this Memorandum of Agreement shall take effect on the second semester of Academic Year 2024-2025 and shall remain in full force for 3 years for government agency partners/established companies unless subject to annual review, otherwise terminated for the following causes:
 - a. Non-compliance by any of the **PARTIES** with the terms and conditions set forth in this Memorandum of Agreement, and
 - b. Upon request by the **FIRST PARTY** or the **SECOND PARTY** for causes beyond their control.
5. This agreement shall take effect immediately upon signing of both **PARTIES** and from notarization of this document.
6. Any dispute, controversy, difference or claim arising out of or in relation to this agreement, including any question as to the interpretation, implementation, existence, validity, breach or termination thereof or as to any non-contractual obligation arising out of or relating thereto, shall be referred to and finally resolved by arbitration. The arbitration shall be conducted by one or more arbitrators to be appointed in accordance with the mutual will of the **PARTIES**.

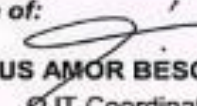
IN WITNESS WHEREOF, the **PARTIES** have executed this agreement this _____ day of _____ at _____ Philippines.

UNIVERSITY OF SOUTHERN MINDANAO
(FIRST PARTY)
Represented by: 
RODY P. GARCIA, MDM, JD, EdD
OIC University President
Valid I.D. No.:
Issued By:

PET FIRST VETERINARY CLINIC
(SECOND PARTY)
Represented by: 
DR. JOANNA CONSUELO FERRAZZINI - MERCADER
Pet First Veterinary Clinic Owner
Valid I.D. No.:
Issued By:

Signed in the presence of:

ELIZABETH C. MOLINA, DVM, PhD
CVM Dean
Valid I.D. No.: 95-00329
Issued By: USM


PRECIOUS AMOR BESO-FERRER
OJT Coordinator
Valid I.D. No.: MO7-21-202633
Issued By: LTO

ACKNOWLEDGEMENT

Republic of the Philippines)
Province of Cotabato) s.s
Municipality of Antipas, Cotabato

BEFORE ME, this 10 FEB 2025 day of 2025 at Antipas, Cotabato
Philippines, personally appeared the following persons with their respective competent
evidence of identity:

Name: _____ **Valid I.D. No.:** _____ **Issued By:** _____

Office
RODY P. GARCIA, MDM, JD, EdD _____
DR. JOANNA CONSUELO FERRAZZINI - MERCADER _____

Handwritten signature

Both known to me to be the same persons who executed the foregoing
instrument consisting of four (4) pages including this page, who acknowledged to me
that the same are their own and voluntary acts and deed.

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

Doc. No. 305
Page No. 62
Book No. 59
Series of 2025

MARIONE J. C. SETO
Roll of Attorneys No. 8410
Notary Public until December 31, 2025
TIN No. 442-863-351-000
PTR No. 3522916 / 01-02-25, Kidapawan City
IBP No. 494151 01-02-25 North Cotabato Chapter
MCLE Comp. No. VIII - 0015648 / Valid until April 14, 2025

13. OBLATE GALILEE FARM.

**MEMORANDUM OF AGREEMENT
For On-the-Job Training (OJT) Program**

This **MEMORANDUM OF AGREEMENT** made and entered into by and between:

The **UNIVERSITY OF SOUTHERN MINDANAO (USM)**, a Level IV state university, created and operating under the laws of the Republic of the Philippines, with principal office address in Bai Matabay Plang Ave., Poblacion, Kabacan, Cotabato, herein represented by its OIC President, **RODY P. GARCIA, MDM, Edd, JD**, hereinafter referred to as the "**FIRST PARTY**";

- and -

The **OBLATE GALILEE FARM**, a private veterinary service provider, with its principal office located at Barangay Malangag, Antipas, Cotabato, 9414, Philippines, represented herein by its Farm Director, **FR. ROMEO D. MARCELINO**, herein referred to as the "**SECOND PARTY**";

Collectively, hereinafter referred to as the "**PARTIES**."

WITNESSETH:

WHEREAS, On-the-Job-Training (OJT) is part of the course work of Bachelor of Science in Veterinary Technology which requires a student to undergo work immersion in an institution or organization with work requirements related to their specialization and academic preparation.

WHEREAS, the **FIRST PARTY** requires its students to undergo On-the-Job Training (OJT) as part of the prescribed curriculum for a duration of **seven hundred (700) hours**;

WHEREAS, the objectives of the said training/apprenticeship/internship are as follows:

1. To supplement the formal curriculum of their course with special inputs coming from experts and practitioners of the **SECOND PARTY** to make the program aligned and consistent with work standards;
2. To develop in the student/s the knowledge and skills relevant to the needs of the job market in their field; and
3. To provide students relevant learning experiences by providing them exposure to the actual workplace setting.

WHEREAS, through the On-the-Job-Training, the student/s is able to:

1. Gain relevant and practical skills under the guidance of experts in the field of specialization;
2. Appreciate the importance and application of the principles and theories taught in the classroom;
3. Enhance technical knowledge and skills; and
4. Prepare to meet the needs and challenges of employment, or higher education after graduation.

WHEREAS, the **SECOND PARTY** is a private facility that provides services and has facilities to provide services and has agreed to accommodate the student/s, of the **FIRST PARTY** the training required by the course;

NOW THEREFORE, for and in consideration of the above premises and for the mutual interest and benefits of the **FIRST PARTY**, the students, and the **SECOND PARTY**, the **PARTIES** hereto agree:

1. The obligations and responsibilities of **FIRST PARTY** are the following:
 - a. Identify the skills and specializations required by the course;
 - b. To designate OJT Coordinator/s who shall work with the **SECOND PARTY** and supervise the activities of the student/s for the duration of the OJT;
 - c. Provide the **SECOND PARTY** an evaluation tool for the student's performance;
 - d. To ensure the implementation of OJT policies in accordance with the CHED Memorandum Order (CMO) No. 104, otherwise known as "Revised Guidelines for Student Internship Program in the Philippines;"
 - e. To ensure strict observance of the provisions of R.A. 7877, otherwise known as "Anti-Sexual Harassment Law;"
 - f. To provide signed Consent Forms/Waivers/Non-Disclosure Agreements, as applicable;
 - g. To closely and periodically monitor, through the OJT Coordinator/s, the health status of the student/s; and
 - h. To coordinate closely with the **SECOND PARTY** if a student/s' health is compromised, subject to the Local Government Unit's (LGU's) and the **SECOND PARTY's** protocols.
2. The obligation and responsibilities of the **SECOND PARTY** shall be as follows:
 - a. To ensure that skills and specializations required in the students' course as identified by the **FIRST PARTY** are addressed;
 - b. To assign a competent Coordinator to liaise with the **FIRST PARTY**, through the OJT Coordinator, and supervise the student/s without prejudice to the authority of the school, its administration, and teachers for the duration of the Training;
 - c. To orient the student/s about their agency/organization/institution, the work its employees do, and provide exposure to its stakeholders, if necessary;
 - d. To rate the student/s according to the evaluation tool provided by the **FIRST PARTY** and submit the individual written performance reports and other activities of the student/s to the OJT Coordinator;
 - e. To ensure strict observance of the provisions of R.A. 7877, otherwise known as "Anti-Sexual Harassment Law;"
 - f. To be responsible for the welfare and safety of the student/s during the training period; and
 - g. To enforce minimum public health protocols in the workplace.
3. It is understood that the OJT is an integral part of the academic work of the students pursuing the course leading to the degree of **Bachelor of Science in Veterinary Technology** at **USM**, and the **SECOND PARTY** is, in no way whatsoever, obliged and responsible for payment of wages and other emoluments for work done pursuant to the training, although voluntary allowances that may be provided to the student-trainee are welcome. This Agreement shall not, in any way, constitute an employer-employees relationship between the students and the **PARTIES**.

4. That this Memorandum of Agreement shall take effect on the second semester, Academic Year 2024 - 2025, and shall remain in full force for 3 years for government agency partners/establishment companies unless subject to annual review, otherwise terminated for the following causes:
 - a. Non-compliance by any of the parties with the terms and conditions set forth in this Memorandum of Agreement, and
 - b. Upon request by the **FIRST PARTY** or the **SECOND PARTY** for the causes beyond their control.
5. This agreement shall take effect immediately upon signing of both parties and from notarization of this document.
6. Any dispute, controversy, difference of claim arising out of or in relation to this agreement, including any question as to the interpretation, implementation, existence, validity, breach or termination thereof or as to any non-contractual obligation arising out of or relating thereto, shall be referred to and finally resolved by arbitration. The arbitration shall be conducted by one or more arbitrators to be appointed in accordance with the mutual will of the **PARTIES**.

IN WITNESS WHEREOF, the parties have executed this agreement this ___ day of _____ at _____, Philippines.

UNIVERSITY OF SOUTHERN MINDANAO
(FIRST PARTY)

Represented by:


RODY P. GARCIA, MDM, JD, Ed.D
OIC President

Valid I.D. No.:
Issued By:


OBLATE GALILEE FARM
(SECOND PARTY)

Represented by:


FR. ROMEO D. MARCELINO
Farm Director

Valid I.D. No.:
Issued By:

Signed in the presence of:



ELIZABETH C. MOLINA, DVM, PhD
CVM Dean OIC

Valid I.D. No.:
Issued By:


MARIBEL T. BACUNA

Position/ Rank Title OGT STAFF

Valid I.D. No.:
Issued By:


PRECIOUS AMOR A. BESO, MSAS
OJT Coordinator

Valid I.D. No. M07-21-202633
Issued By: Land Transportation Office

ACKNOWLEDGEMENT

Republic of the Philippines
Province of Cotabato
Municipality of Antipas, Cotabato

BEFORE ME, this 14 FEB 2025, 2025 at Antipas, Cotabato, Philippines, personally appeared the following persons with their respective competent evidence of identity:

Name:	Valid I.D. No.:	Issued By:
RODY P. GARCIA, EdD, JD FR. ROMEO D. MARCELINO	_____ _____	_____ _____

Both known to me to be the same persons who executed the foregoing instrument consisting of four (4) pages including this page who acknowledge to me that the same are their own and voluntary acts and deed.

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

Doc. No. 279
Page No. 57
Book No. 57
Series of 2025

MARIONE JOYIN C. SETO

Roll of Attorneys No. 10
Notary Public until December 31, 2025
TIN No. 442-868-561-000
PTR No. 3522916 / 01-02-25, Kidapawan City
IBP No. 494151 01-02-25 North Cotabato Chapter
MCLE Comp. No. VII - 0019548/ Valid until April 14, 2028

14. Philippine Carabao Center

MEMORANDUM OF AGREEMENT for On-the-Job Training (OJT) Program

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

The **UNIVERSITY OF SOUTHERN MINDANAO (USM)**, a Level IV state university, created and operating under the laws of the Republic of the Philippines, with principal office address in Bai Matabay Plang Ave., Poblacion, Kabacan, North Cotabato, herein represented by its OIC President, **RODY P. GARCIA, MDM, EdD, JD**, hereinafter referred to as the "**FIRST PARTY**,"

and

The **Philippine Carabao Center (PCC)**, operating as an attached agency of the Department of Agriculture, is mandated to conserve, propagate, and promote the Carabao as a source of milk, meat, draft power, and hide to benefit the rural farmers, with principal office address in Kabacan, North Cotabato, herein represented by its USM PCC Director, **GEOFFRAY C. ATOK, PhD**, hereinafter referred to as the, "**SECOND PARTY**".

WITNESSETH:

WHEREAS, On-the-Job-Training (OJT) is part of the course work which requires a student to undergo work immersion in an institution or organization with work requirements related to their specialization and academic preparation.

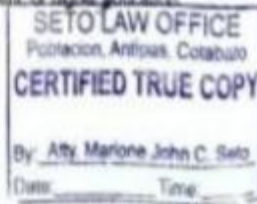
WHEREAS, the **FIRST PARTY** requires its students to undergo On-the-Job Training (OJT) for a duration of seven hundred (700) hours;

WHEREAS, the objectives of the said training/apprenticeship/internship are as follows:

1. To supplement the formal curriculum of their course with special inputs coming from experts and practitioners of the **SECOND PARTY** to make the program aligned and consistent with work standards;
2. To develop in the student/s the knowledge and skills relevant to the needs of the job market in their field; and
3. To provide students relevant learning experiences by providing them exposure to the actual workplace setting.

WHEREAS, through the On-the-Job-Training, the student/s is able to:

1. gain relevant and practical skills under the guidance of experts in the field of specialization;
2. appreciate the importance and application of the principles and theories taught in the classroom;
3. enhance technical knowledge and skills;
4. prepares to meet the needs and challenges of employment or higher education.

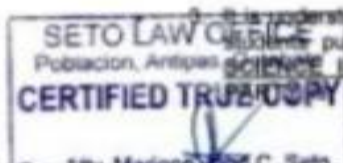


WHEREAS, the **SECOND PARTY** is an institution/agency/establishment that provides services and has facilities to provide the student/s the training required by the course;

NOW THEREFORE, for and in consideration of the above premises and for the mutual interest and benefits of the **FIRST PARTY**, the student/s, and the **SECOND PARTY**, the parties hereto agree:

1. The obligations and responsibilities of **FIRST PARTY** are the following:
 - a. To identify the skills and specializations required by the course;
 - b. To designate OJT Coordinator/s who shall work with the **SECOND PARTY** and supervise the activities of the student/s for the duration of the OJT;
 - c. To provide the **COOPERATOR** an evaluation tool for the student's performance;
 - d. To ensure the implementation of OJT policies in accordance with the CHED Memorandum Order (CMO) No. 104, otherwise known as "Revised Guidelines for Student Internship Program in the Philippines;"
 - e. To ensure strict observance of the provisions of R.A. 7677, otherwise known as "Anti-Sexual Harassment Law;"
 - f. To provide signed Consent Forms/Waivers/Non-Disclosure Agreements, as applicable;
 - g. To closely and periodically monitor, through the OJT Coordinator/s, the health status of the student/s; and
 - h. To coordinate closely with the **SECOND PARTY** if a student/s' health is compromised, subject to the Local Government Unit's (LGU's) and the **SECOND PARTY's** protocols.

2. The obligation and responsibilities of the **SECOND PARTY** shall be as follows:
 - a. To ensure that skills and specializations required by the students' course as identified by the First Party are addressed;
 - b. To assign a competent Coordinator to liaise with the **FIRST PARTY**, through the OJT Coordinator, and supervise the student/s without prejudice to the authority of the school, its administration, and teachers, for the duration of the Training;
 - c. To orient the student/s about their agency/organization/institution, the work its employees do, and to provide exposure to its stakeholders, if necessary;
 - d. To rate the student/s according to the evaluation tool provided by the **FIRST PARTY** and submit the individual written performance reports and other activities of the student/s to the OJT Coordinator;
 - e. To ensure strict observance of the provisions of R.A. 7677, otherwise known as "Anti-Sexual Harassment Law;"
 - f. To be responsible for the welfare and safety of the student/s during the training period;
 - g. To implement necessary alternative working arrangements pursuant to the Inter-Agency Task Force (IATF) for the Management of Emerging Infectious Diseases local guidelines;
 - h. To enforce minimum public health protocols in the workplace; and
 - i. To assist the student/s in the possible isolation/repatriation if found COVID-19 positive, subject to the recommendation of the Municipal Health Office.



wages and other emoluments for work done pursuant to the Training although voluntary allowances that may be provided to the student-trainee are welcome.

4. That this Memorandum of Agreement shall take effect on the second semester Year 2023-2024 and shall remain in full force until the completion of the required number of hours for the student-trainees program or 2 to 3 years for government agency partners/established companies unless otherwise terminated for the following causes:
 - a. Non-compliance by any of the parties with the terms and conditions set forth in this Memorandum of Agreement; and
 - b. Upon request by the **FIRST PARTY** or the **SECOND PARTY** for causes beyond their control.
5. This agreement shall take effect immediately upon signing of both parties and from notarization of this document.

IN WITNESS WHEREOF, the parties have executed this agreement this ____ day of _____ at _____ Philippines.

**UNIVERSITY OF SOUTHERN MINDANAO
(FIRST PARTY)**


Represented by:


RODY P. GARCIA, MDM, EdD, JD
OIC University President

Valid I.D. No.: 153-671-752
Issued By: BIR Office


**PHILIPPINE CARABAO CENTER
(SECOND PARTY)**

Represented by:



GEOFFRAY R. ATOK, PhD
PCC at USM Center Director

Valid I.D. No.:
Issued By:

Signed in the presence of:


ELIZABETH C. MOLINA, DVM, PhD
CVM Exam *cc*

Valid I.D. No.:
Issued By:


PRECIOUS AMOR A. DEGO, MDAB
OJT Coordinator

Valid I.D. No.: MO7-21-202633
Issued By: LTO



ACKNOWLEDGEMENT

Republic of the Philippines
Province of Cotabato
Municipality of Antipon, Cotabato

30 FEB 2025

BEFORE ME, this _____ day of _____ 2025 at _____ Antipon, Cotabato
Philippines, personally appeared the following persons with their respective competent
evidence of identity:

Name:	Valid I.D. No.:	Issued By:
	_____	_____
RODY P. GARCIA, MDM, EdD, JD GEOFFRAY R. ATOK, PhD	_____	_____

Both known to me to be the same persons who executed the foregoing instrument
consisting of four (4) pages including this page, who acknowledged to me that the same
are their own and voluntary acts and deed.

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

Doc. No. 99
Page No. 99
Book No. 99
Series of 9999


MARIONE JOY C. SETO
 Full of Attorney at Law
 Notary Public since December 31, 2025
 TN No. 442-662-261-006
 PTR No. 352218 / E-25-25, Wataspower City
 BP No. 48157 8140-25 North Cotabato Chapter
 RCL Corp. No. 98 - 812647 Issued April 14, 2022

SETO LAW OFFICE
 Prbilacion, Antipon, Cotabato
CERTIFIED TRUE COPY
 By: Atty. Marione Joy C. Seto
 Date: 3 FEB 2025

14. Pinetown Veterinary Clinic

**MEMORANDUM OF AGREEMENT
for On-the-Job Training (OJT) Program**

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

The **UNIVERSITY OF SOUTHERN MINDANAO (USM)**, a Level IV state university, created and operating under the laws of the Republic of the Philippines, with principal office address in Kabacan, North Cotabato, Philippines, herein represented by its President, **FRANCISCO GIL N. GARCIA, PhD.**, hereinafter referred to as the "**FIRST PARTY**,"

and

The **PINETOWN VETERINARY CLINIC**, is a private company, with principal office address in Polomolok, South Cotabato, herein represented by its Owner, **CHRISTIAN ED B. ALERA**, hereinafter referred to as the "**SECOND PARTY**".

WITNESSETH:

WHEREAS, On-the-Job-Training (OJT) is part of the course work which requires a student to undergo work immersion in an institution or organization with work requirements related to their specialization and academic preparation.

WHEREAS, the **FIRST PARTY** requires its students to undergo On-the-Job Training (OJT) for a duration of seven hundred (700) hours.

WHEREAS, the objectives of the said training/apprenticeship/internship are as follows:

1. To supplement the formal curriculum of their course with special inputs coming from experts and practitioners of the **SECOND PARTY** to make the program aligned and consistent with work standards;
2. To develop in the student/s the knowledge and skills relevant to the needs of the job market in their field; and
3. To provide students relevant learning experiences by providing them exposure to the actual workplace setting.

WHEREAS, through the On-the-Job-Training, the student/s is able to:

1. gain relevant and practical skills under the guidance of experts in the field of specialization;
2. appreciate the importance and application of the principles and theories taught in the classroom;
3. enhance technical knowledge and skills; and
4. prepare to meet the needs and challenges of employment, or higher education after graduation.

WHEREAS, the **SECOND PARTY** is an institution/agency/establishment that provides services and has facilities to provide the student/s the training required by the course.

NOW THEREFORE, for and in consideration of the above premises and for the mutual interest and benefits of the FIRST PARTY, the students, and the SECOND PARTY, the parties hereto agree:

1. The obligations and responsibilities of FIRST PARTY are the following:
 - a. To identify the skills and specializations required by the course;
 - b. To designate OJT Coordinators who shall work with the SECOND PARTY and supervise the activities of the student/s for the duration of the OJT;
 - c. To provide the COOPERATOR an evaluation tool for the student's performance;
 - d. To ensure the implementation of OJT policies in accordance with the CHED Memorandum Order (CMO) No. 104, otherwise known as Revised Guidelines for Student Internship Program in the Philippines;
 - e. To ensure strict observance of the provisions of R.A. 7877, otherwise known as "Anti-Sexual Harassment Law";
 - f. To provide signed Consent Forms/Waivers/Non-Disclosure Agreements, as applicable;
 - g. To closely and periodically monitor, through the OJT Coordinators, the health status of the student/s; and
 - h. To coordinate closely with the SECOND PARTY if a student's health is compromised, subject to the Local Government Unit's (LGU's) and the SECOND PARTY's protocols.

2. The obligation and responsibilities of the SECOND PARTY shall be as follows:
 - a. To ensure that skills and specializations required by the students' course as identified by the First Party are addressed;
 - b. To assign a competent Coordinator to liaise with the FIRST PARTY, through the OJT Coordinator, and supervise the student/s without prejudice to the authority of the school, its administration, and teachers for the duration of the Training;
 - c. To orient the student/s about their agency/organization/institution, the work its employees do, and to provide exposure to its stakeholders, if necessary;
 - d. To rate the student/s according to the evaluation tool provided by the FIRST PARTY and submit the individual written performance reports and other activities of the student/s to the OJT Coordinator;
 - e. To ensure strict observance of the provisions of R.A. 7877, otherwise known as "Anti-Sexual Harassment Law";
 - f. To be responsible for the welfare and safety of the student/s during the training period;
 - g. To implement necessary alternative working arrangements pursuant to the Inter-Agency Task Force (IATF) for the Management of Emerging Infectious Diseases local guidelines;
 - h. To enforce minimum public health protocols in the workplace; and
 - i. To assist the student/s in the possible isolation/quarantine if found COVID-19 positive, subject to the recommendation of the Municipal Health Office.

3. It is understood that the OJT is an integral part of the academic work of the students pursuing the course leading to the degree of Bachelor of Science in Veterinary Technology at USM, and the SECOND PARTY is, in no way whatsoever, obliged and responsible for payment of wages and other emoluments for work done pursuant to the Training although voluntary allowances that may be provided to the student-trainee are welcome.

4. That this Memorandum of Agreement shall take effect on the second semester Year 2023-2024 and shall remain in full force until the completion of the required number of hours for the student-trainees program or 2 to 3 years for government agency partners/established companies unless otherwise terminated for the following causes:
 - a. Non-compliance by any of the parties with the terms and conditions set forth in this Memorandum of Agreement; and
 - b. Upon request by the FIRST PARTY or the SECOND PARTY for causes beyond their control.
5. This agreement shall take effect immediately upon signing of both parties and from notarization of this document.

IN WITNESS WHEREOF, the parties have executed this agreement this ____ day of _____ at _____ Philippines.

UNIVERSITY OF SOUTHERN MINDANAO
(FIRST PARTY)

Represented by:

FRANCISCO GIL N. GARCIA, PhD
University President

Valid I.D. No. 153-671-752
Issued By: BIR Office

[Signature]
Notary Public

ELIZABETH C. MOLINA, DVM, PhD
CVM Dean

Valid I.D. No. _____
Issued By: _____

PRECIOUS AMOR A. BESO, MSAS
OJT Coordinator

Valid I.D. No. M07-21-202633
Issued By: LTO

PINETOWN VETERINARY CLINIC
(SECOND PARTY)

Represented by:

CHRISTIAN ED B. ALERA
Owner

Valid I.D. No. 23-6382547
Issued By: PRC

CHRISTIAN ED B. ALERA
Owner

Valid I.D. No. 23-6382547
Issued By: PRC

Signed in the presence of:

ACKNOWLEDGEMENT

Republic of the Philippines
Province of Cotabato
Municipality of Kabacan

MAR 14 2024

Kabacan, Cotabato

BEFORE ME, this _____ day of _____ 20__ at _____
Philippines, personally appeared the following persons with their respective competent
evidence of identity:

Name:	Valid I.D. No.:	Issued By:
FRANCISCO GIL N. GARCIA, PhD	<u>153-671-752</u>	<u>BIR OFFICE</u>
CHRISTIAN ED B. ALERA	<u>23-6382547</u>	<u>PRC</u>

Both known to me to be the same persons who executed the foregoing instrument
consisting of four (4) pages including this page, who acknowledged to me that the same
are their own and voluntary acts and deed.

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



Doc. No.	<u>20</u>
Page No.	<u>4</u>
Book No.	<u>66</u>
Series of	<u>100</u>




BERNARD L. BENTO
 Notary Public for the Province of Cotabato
 0488 (2017) December 14, 2013
 Notary Commission No. 24-2014
 P.O. No. 228824-01-01-0000, Marikina City
 0488 (2013) No. 824001-01-01-0000 North Cotabato Chapter
 Not. No. 41761

15. SALDI MALLORCA FARM

**MEMORANDUM OF AGREEMENT
For On-the-Job Training (OJT) Program**

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

The **UNIVERSITY OF SOUTHERN MINDANAO (USM)**, a Level IV State University, created and operating under the laws of the Republic of the Philippines, with principal office address in Bai Matabay Plang Avenue, Poblacion, Kabacan, Cotabato, Philippines, herein represented by its President, **JONALD L. PIMENTEL, Ph.D.**, hereinafter referred to as the **FIRST PARTY**;

-and-

The **SALDI MALLORCA FARM**, a duly registered poultry farming entity, committed to the production and supply of high-quality poultry products, with principal office address at Brgy. Baliki, Midsayap, Cotabato, Philippines, herein represented by its Owner, **ZALDY B. MALLORCA**, herein referred to as the **SECOND PARTY**;

Collectively, hereinafter referred to as the **PARTIES**.

WITNESSETH:

WHEREAS, On-the-Job-Training (OJT) is part of the course work which requires a student to undergo work immersion in an institution or organization with work requirements related to their specialization and academic preparation.

WHEREAS, the **FIRST PARTY** requires its students to undergo On-the-Job Training (OJT) for a duration of seven hundred (700) hours;

WHEREAS, the objectives of the said training/internship are as follows:

1. To supplement the formal curriculum of their course with special inputs coming from experts and practitioners of the **SECOND PARTY** to make the program aligned and consistent with work standards;
2. To develop in the student/s the knowledge and skills relevant to the needs of the job market in their field; and
3. To provide students relevant learning experiences by providing them exposure to the actual workplace setting.

WHEREAS, through the On-the-Job-Training, the student/s is able to:

1. Gain relevant and practical skills under the guidance of experts in the field of specialization;
2. Appreciate the importance and application of the principles and theories taught in the classroom;
3. Enhance technical knowledge and skills; and
4. Prepare to meet the needs and challenges of employment, or higher education after graduation.

WHEREAS, the **SECOND PARTY** is a poultry farm that provides services and has facilities to provide the student/s the training required by the course;

NOW THEREFORE, for and in consideration of the above premises and for the mutual interest and benefits of the **FIRST PARTY**, the students, and the **SECOND PARTY**, the **PARTIES** hereto agree:

1. The obligations and responsibilities of **FIRST PARTY** are the following:
 - a. Identify the skills and specializations required by the course;
 - b. To designate OJT Coordinator/s who shall work with the **SECOND PARTY** and supervise the activities of the student/s for the duration of the OJT;
 - c. Provide the **SECOND PARTY** an evaluation tool for the student's performance;
 - d. To ensure the implementation of OJT policies in accordance with the CHED Memorandum Order (CMO) No. 104, otherwise known as "Revised Guidelines for Student Internship Program in the Philippines";
 - e. To ensure strict observance of the provisions of R.A. 11313, otherwise known as "Safe Spaces Act";
 - f. Provide signed Consent Forms/Waivers/Non-Disclosure Agreements, as applicable;
 - g. To closely and periodically monitor, through the OJT Coordinator/s, the health status of the student/s; and
 - h. To coordinate closely with the **SECOND PARTY** if a student/s' health is compromised, subject to the agency/organization/institution and the **SECOND PARTY**'s protocols.

2. The obligation and responsibilities of the **SECOND PARTY** shall be as follows:
 - a. To ensure that skills and specializations required in the students' course as identified by the **FIRST PARTY** are addressed;
 - b. To assign a competent Coordinator to liaise with the **FIRST PARTY**, through the OJT Coordinator, and supervise the student/s without prejudice to the authority of the school, its administration, and teachers for the duration of the Training;
 - c. To orient the student/s about their farm, the work its employees do, and provide exposure to its stakeholders, if necessary;
 - d. To rate the student/s according to the evaluation tool provided by the **FIRST PARTY** and submit the individual written performance reports and other activities of the student/s to the OJT Coordinator;
 - e. To ensure strict observance of the provisions of R.A. 11313, otherwise known as "Safe Spaces Act";
 - f. To be responsible for the welfare and safety of the student/s during the training period; and
 - g. To enforce minimum public health protocols in the workplace:

3. It is understood that the OJT is an integral part of the academic work of the students pursuing the course leading to the degree of **BACHELOR OF SCIENCE IN VETERINARY TECHNOLOGY**, at USM, and the **SECOND PARTY**, is in no way whatsoever, obliged and responsible for payment or wages and other emoluments for work done pursuant to the Training although voluntary allowances that may be provided to the student-trainee are welcome. This Agreement shall not, in any way, constitute an employer-employee relationship between the student and the **PARTIES**.

4. That this Memorandum of Agreement shall take effect on the Second Semester of Academic Year 2025 - 2026 or from February 2026, until the end of the Second Semester of Academic Year 2029 - 2030 and shall remain in full force until the completion of the required number of hours for the student-trainee's program, unless otherwise for the following causes:

- a. Non-compliance by any of the **PARTIES** with the terms and conditions set forth in this Memorandum of Agreement, or
 - b. Upon request by the **FIRST PARTY** or the **SECOND PARTY** for the causes beyond their control.
5. This Agreement shall take effect immediately upon signing of both parties and from notarization of this document.
6. Any dispute, controversy, difference, or claim arising out of or in relation to this Agreement, including any question as to the interpretation, implementation, existence, validity, breach or termination thereof or as to any non-contractual obligation arising out of or relating thereto, shall be referred to and finally resolved by arbitration. The arbitration shall be conducted by one or more arbitrators to be appointed in accordance with the mutual will of the parties.

IN WITNESS WHEREOF, the **PARTIES** have executed this Agreement this ___ day of _____ at _____ Philippines.

UNIVERSITY OF SOUTHERN MINDANAO
(FIRST PARTY)

Represented by:

JONALD L. PIMENTEL, Ph.D.
President

Valid I.D. No.: 188-020-232-000
Issued By: B.I.R

SALDI MALLORCA FARM
(SECOND PARTY)

Represented by:

Mallorca
ZALDY B. MALLORCA
President

Valid I.D. No.: _____
Issued By: _____

[Signature]
Signed in the presence of:

[Signature]
ELIZABETH C. MOLINA, D.V.M., Ph.D.
CVM Dean

Valid I.D. No.: _____
Issued By: _____

[Signature]
PRECIOUS AMOR A. BESO, Ph.D.
OJT COORDINATOR

Valid I.D. No.: M07-21-202633
Issued By: Land Transportation Office

ACKNOWLEDGEMENT

Republic of the Philippines
Province of Cotabato
Municipality of Kabacan

BEFORE ME, this FEB 04 2026 day of 2026 at Kabacan, Cotabato
personally appeared the following persons with their respective competent evidence of
identity:

Name:	Valid I.D. No.:	Issued By:
JONALD L. PIMENTEL, Ph.D. ZALDY B. MALLORCA	_____ _____	_____ _____

Both known to me to be the same persons who executed the foregoing instrument consisting of four (4) pages including this page who acknowledge to me that the same are their own and voluntary acts and deed.

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

Doc. No. 24 :
Page No. 7 :
Book No. 2011 :
Series of 2026




REGERICK L. BENITO
NOTARY Public for the Province of Cotabato
Valid Until December 31, 2026
Notarial Commission No. 01-2025
PTR No. 4379824/01-07-26 / Amas, Kidapawan City
IBP O.R No. 563735/12-08-25 / North Cotabato Chapter
Roll No. 46786

16. SHRINE PET CARE MOA

MEMORANDUM OF AGREEMENT For On-the-Job Training (OJT) Program

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

The **UNIVERSITY OF SOUTHERN MINDANAO (USM)**, a Level IV State University, created and operating under the laws of the Republic of the Philippines, with principal office address in Bai Matabay Plang Avenue, Poblacion, Kabacan, Cotabato, herein represented by its President, **JONALD L. PIMENTEL, Ph.D.**, hereinafter referred to as the **FIRST PARTY**;

- and -

The **SHRINE PET CARE CENTER**, a duly registered business entity engaged in veterinary services and pet care, existing under the laws of the Republic of the Philippines, with its principal office addresses in Matina, Davao City 8000, Philippines, represented herein by its Owner, **ANNALYN P. RAQUEL, D.V.M.**, herein referred to as the **SECOND PARTY**;

Collectively, hereinafter referred to as the **PARTIES**.

WITNESSETH:

WHEREAS, On-the-Job-Training (OJT) is part of the course work which requires a student to undergo work immersion in an institution or organization with work requirements related to their specialization and academic preparation,

WHEREAS, the **FIRST PARTY** requires its students to undergo On-the-Job Training (OJT) for a duration of seven hundred (700) hours;

WHEREAS, the objectives of the said training/internship are as follows:

1. To supplement the formal curriculum of their course with special inputs coming from experts and practitioners of the **SECOND PARTY** to make the program aligned and consistent with work standards;
2. To develop in the student's the knowledge and skills relevant to the needs of the job market in their field; and
3. To provide students relevant learning experiences by providing them exposure to the actual workplace setting.

WHEREAS, through the On-the-Job-Training, the student's is able to:

1. Gain relevant and practical skills under the guidance of experts in the field of specialization;
2. Appreciate the importance and application of the principles and theories taught in the classroom;
3. Enhance technical knowledge and skills; and
4. Prepare to meet the needs and challenges of employment, or higher education after graduation.

WHEREAS, the **SECOND PARTY** is a private veterinary clinic that provides services and has facilities to provide the student's the training required by the course;

NOW THEREFORE, for and in consideration of the above premises and for the mutual interest and benefits of the **FIRST PARTY**, the students, and the **SECOND PARTY**, the **PARTIES** hereto agree:

1. The obligations and responsibilities of **FIRST PARTY** are the following

- a. Identify the skills and specializations required by the course;
- b. To designate OJT Coordinator/s who shall work with the **SECOND PARTY** and supervise the activities of the student/s for the duration of the OJT;
- c. Provide the **SECOND PARTY** an evaluation tool for the student's performance;
- d. To ensure the implementation of OJT policies in accordance with the CHED Memorandum Order (CMO) No. 104, otherwise known as "Revised Guidelines for Student Internship Program in the Philippines";
- e. To ensure strict observance of the provisions of R.A. 11313, otherwise known as "Safe Spaces Act";
- f. To provide signed Consent Forms/Waivers/Non-Disclosure Agreements, as applicable;
- g. To closely and periodically monitor, through the OJT Coordinator/s, the health status of the student/s; and
- h. To coordinate closely with the **SECOND PARTY** if a student's health is compromised, subject to the Local Government Unit's (LGU's) and the **SECOND PARTY's** protocols.

2. The obligation and responsibilities of the **SECOND PARTY** shall be as follows.

- a. To ensure that the skills and specializations required in the students' course as identified by the **FIRST PARTY** are addressed;
- b. To assign a competent Coordinator to liaise with the **FIRST PARTY**, through the OJT Coordinator, and supervise the student/s without prejudice to the authority of the school, its administration, and teachers for the duration of the Training;
- c. To orient the student/s about their clinic, the work its employees do, and provide exposure to its stakeholders, if necessary;
- d. To rate the student/s according to the evaluation tool provided by the **FIRST PARTY** and submit the individual written performance reports and other activities of the student/s to the OJT Coordinator;
- e. To ensure strict observance of the provisions of R.A. 11313, otherwise known as "Safe Spaces Act";
- f. To be responsible for the welfare and safety of the student/s during the training period; and
- g. To enforce minimum public health protocols in the workplace.

3. It is understood that the OJT is an integral part of the academic work of the students pursuing the course leading to the degree of **BACHELOR OF SCIENCE IN VETERINARY TECHNOLOGY** at USM, and the **SECOND PARTY** is, in no way whatsoever, obliged and responsible for payment of wages and other voluntary allowances that may be provided to the student-trainee are welcome. This Agreement shall not, in any way, constitute an employer-employee relationship between the student and the **PARTIES**.

4. That this Memorandum of Agreement shall take effect on the Second Semester of Academic Year 2025-2026 or from February 2026, until the end of the Second Semester of Academic Year 2029-2030, and shall remain in full force until the completion of the required number of hours for the student-trainee's program, unless otherwise terminated for the following causes:

- a. Non-compliance by any of the **PARTIES** with the terms and conditions set forth in this Memorandum of Agreement; or
- b. Upon request by the **FIRST PARTY** or the **SECOND PARTY** for the causes beyond their control.

5. This Agreement shall take effect immediately upon signing of both parties and from notarization of this document.
6. Any dispute, controversy, difference, or claim arising out of or in relation to this Agreement, including any question as to the interpretation, implementation, existence, validity, breach or termination thereof or as to any non-contractual obligation arising out of or relating thereto, shall be referred to and finally resolved by arbitration. The arbitration shall be conducted by one or more arbitrators to be appointed in accordance with the mutual will of the parties.

IN WITNESS WHEREOF, the PARTIES have executed this Agreement
 this ___ day of _____ at _____
 Philippines.

UNIVERSITY OF SOUTHERN MINDANAO

(FIRST PARTY)

Represented by

JONALD L. PIMENTEL, Ph.D.
 President

Valid I.D. No: 188-020-232-000
 Issued By: BJR

SHRINE PET CARE CENTER
 (SECOND PARTY)

Represented by

ANNALYN P. RAQUEL, D.V.M.
 Owner

Valid I.D. No: 6000463
 Issued By: PEC

Signed in the presence of:

ELIZABETH C. MOLINA, D.V.M., Ph.D.
 CVM Dean

Valid I.D. No: 188-020-232-000
 Issued By: BJR

PRECIOS AMOR A. BESO, Ph.D.
 OJT Coordinator

Valid I.D. No: M07-21-202633
 Issued By: Land Transportation Office

ACKNOWLEDGEMENT

Republic of the Philippines
Province of Cotabato
Municipality of Kabacan

FEB 05 2020

BEFORE ME, this _____ day _____ 2020 of _____, Cotabato, personally appeared the following persons with their respective competent evidence of identity

Name:	Valid I.D. No.:	Issued By:
JONALD L. PIMENTEL, Ph.D.	_____	_____
ANNALYN P. RAQUEL, D.V.M.	_____	_____

Both known to me to be the same persons who executed the foregoing instrument consisting of four (4) pages including this page who acknowledge to me that the same are their own and voluntary acts and deed.

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

Doc. No. 2
Page No. 7
Book No. _____
Series of 2020



[Signature]
FRANCIS BELLO, JR.
Notary Public for the Province of Cotabato
Commission No. 23-2022
Valid Until December 31, 2027
PTR No. 44289153-6-00-0000, Kibigayon Ch.
SP-CR No. 91307572-0-22-Nord Cotabato Chapter
Roll No. 21008

17. UNIFUR ANIMAL CLINIC

**MEMORANDUM OF AGREEMENT
For On-the-Job Training (OJT) Program**

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

The **UNIVERSITY OF SOUTHERN MINDANAO (USM)**, a Level IV state university, created and operating under the laws of the Republic of the Philippines, with principal office address in Bai Matabay Plang Ave., Poblacion, Kabacan, Cotabato, Philippines, herein represented by its President, **JONALD L. PIMENTEL, Ph.D.**, hereinafter referred to as the "**FIRST PARTY**",

- and -

The **UNIFUR ANIMAL CLINIC**, a veterinary clinic, with principal office located at Door 2, RnR Building, Sto. Niño, Koronadal City, South Cotabato, Philippines herein represented by its Owner, **CHONABEL M. JARO, D.V.M.**, hereinafter referred to as the "**SECOND PARTY**".

Collectively, hereinafter referred to as the "**PARTIES**".

WITNESSETH:

WHEREAS, On-the-Job-Training (OJT) is part of the course work which requires a student to undergo work immersion in an institution or organization with work requirements related to their specialization and academic preparation.

WHEREAS, the **FIRST PARTY** requires its students to undergo On-the-Job Training (OJT) as part of the prescribed curriculum for a duration of **seven hundred (700) hours**:

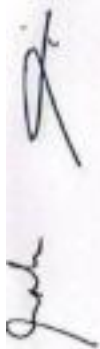
WHEREAS, the objectives of the said training/internship are as follows:

1. To supplement the formal curriculum of their course with special inputs coming from experts and practitioners of the **SECOND PARTY** to make the program aligned and consistent with work standards;
2. To develop in the student/s the knowledge and skills relevant to the needs of the job market in their field; and
3. To provide students relevant learning experiences by providing them exposure to the actual workplace setting.

WHEREAS, through the On-the-Job-Training, the student/s is able to:

1. Gain relevant and practical skills under the guidance of experts in the field of specialization;
2. Appreciate the importance and application of the principles and theories taught in the classroom;
3. Enhance technical knowledge and skills; and
4. Prepare to meet the needs and challenges of employment, or higher education after graduation.

WHEREAS, the **SECOND PARTY** is a veterinary clinic that provides services and has agreed to accommodate the student/s of the **FIRST PARTY** the training required by the course;



NOW THEREFORE, for and in consideration of the above premises and for the mutual interest and benefits of the **FIRST PARTY**, the students, and the **SECOND PARTY**, the **PARTIES** hereto agree:

1. The obligations and responsibilities of **FIRST PARTY** are the following:
 - a. Identify the skills and specializations required by the course;
 - b. To designate OJT Coordinator/s who shall work with the **SECOND PARTY** and supervise the activities of the student/s for the duration of the OJT;
 - c. Provide the **SECOND PARTY** an evaluation tool for the student's performance;
 - d. To ensure the implementation of OJT policies in accordance with the CHED Memorandum Order (CMO) No. 104, otherwise known as "Revised Guidelines for Student Internship Program in the Philippines;"
 - e. To ensure strict observance of the provisions of R.A. 11313, otherwise known as "Safe Spaces Act;"
 - f. To provide signed Consent Forms/Waivers/Non-Disclosure Agreements, as applicable;
 - g. To closely and periodically monitor, through the OJT Coordinator/s, the health status of the student/s; and
 - h. To coordinate closely with the **SECOND PARTY** if a student/s' health is compromised, subject to the Local Government Unit's (LGU's) and the **SECOND PARTY**'s protocols.

2. The obligation and responsibilities of the **SECOND PARTY** shall be as follows:
 - a. To ensure that skills and specializations required in the students' course as identified by the **FIRST PARTY** are addressed;
 - b. To assign a competent Coordinator to liaise with the **FIRST PARTY**, through the OJT Coordinator, and supervise the student/s without prejudice to the authority of the school, its administration, and teachers for the duration of the Training;
 - c. To orient the student/s about their clinic, the work its employees do, and provide exposure to its stakeholders, if necessary;
 - d. To rate the student/s according to the evaluation tool provided by the **FIRST PARTY** and submit the individual written performance reports and other activities of the student/s to the OJT Coordinator;
 - e. To ensure strict observance of the provisions of R.A. 11313, otherwise known as "Safe Spaces Act;" and
 - f. To be ensure minimum public health protocols in the workplace.

3. It is understood that the OJT is an integral part of the academic work of the students pursuing the course leading to the degree of **BACHELOR OF SCIENCE IN VETERINARY TECHNOLOGY** at **USM**, and the **SECOND PARTY** is, in no way whatsoever, obliged and responsible for payment of wages and other emoluments for work done pursuant to the Training although voluntary allowances that may be provided to the student-trainee are welcome. This Agreement shall not, in any way, constitute an employer-employee relationship between the student and the **PARTIES**.



4. That this Memorandum of Agreement shall take effect on the Second Semester/Summer of Academic Year 2025 – 2026, or from February 2026, until December 2026, and shall remain in full force until the completion of the required number of hours for the student-trainee's program unless otherwise terminated for the following causes:
- a. Non-compliance by any of the parties with the terms and conditions set forth in this Memorandum of Agreement; or
 - b. Upon request by the FIRST PARTY or the SECOND PARTY for the causes beyond their control.
5. This Agreement shall take effect immediately upon signing of both parties and from notarization of this document.
6. Any dispute, controversy, difference, or claim arising out of or in relation to this Agreement, including any question as to the interpretation, implementation, existence, validity, breach or termination or as to any non-contractual obligation arising out of or relating thereto, shall be referred to and finally resolved by arbitrators to be appointed in accordance with the mutual will of the PARTIES.

IN WITNESS WHEREOF, the PARTIES have executed this Agreement this _____ day of _____ at _____ Philippines.

UNIVERSITY OF SOUTHERN MINDANAO

UNIFUR ANIMAL CLINIC

(FIRST PARTY)

(SECOND PARTY)

Represented by:

Represented by:

JONALD L. PIMENTEL, Ph.D.

CHONABEL M. JARO, D.V.M.

University President

Owner

Valid I.D. No.: 188-020-232-000

Valid I.D. No.:

Issued By: B.I.R.

Issued By:

Signed in the presence of:

ELIZABETH C. MOLINA, DVM, Ph.D.

PRECIOUS AMOR B. FERRER, Ph.D.

CVM Dean

Q&T Coordinator

Valid I.D. No.: 95-00329

Valid I.D. No.: M07-21-202633

Issued By: University of Southern Mindanao

Issued By: Land Transportation Office

ACKNOWLEDGEMENT

Republic of the Philippines
Province of Cotabato
Municipality of Kabacan

BEFORE ME, this 06 day of FEB 06 2028 at Kabacan, Cotabato,
personally appeared the following persons with their respective competent evidence of
identity:

Name:	Valid I.D. No.:	Issued By:
JONALD L. PIMENTEL, Ph.D.	<u>188-020-232-000</u>	<u>B.I.R.</u>
CHONABEL M. JARO, D.V.M.	<u>331-292-234-000</u>	<u>B.I.R.</u>

Both known to me to be the same persons who executed the foregoing instrument
consisting of four (4) pages including this page who acknowledge to me that the same
are their own and voluntary acts and deed.

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

Doc. No. 37 :
Page No. 69 :
Book No. 2014 :
Series of 1074 :




REGERICK L. BENITO
NOTARY Public for the Province of Cotabato
Valid Until December 31, 2025
Notarial Commission No. 62-2025
PTR No. 4379824/62-67-16/ Anas, Kidapawan City
ISP O.R. No. 343735/13-68-25/North Cotabato Chapter
Roll No. 46766