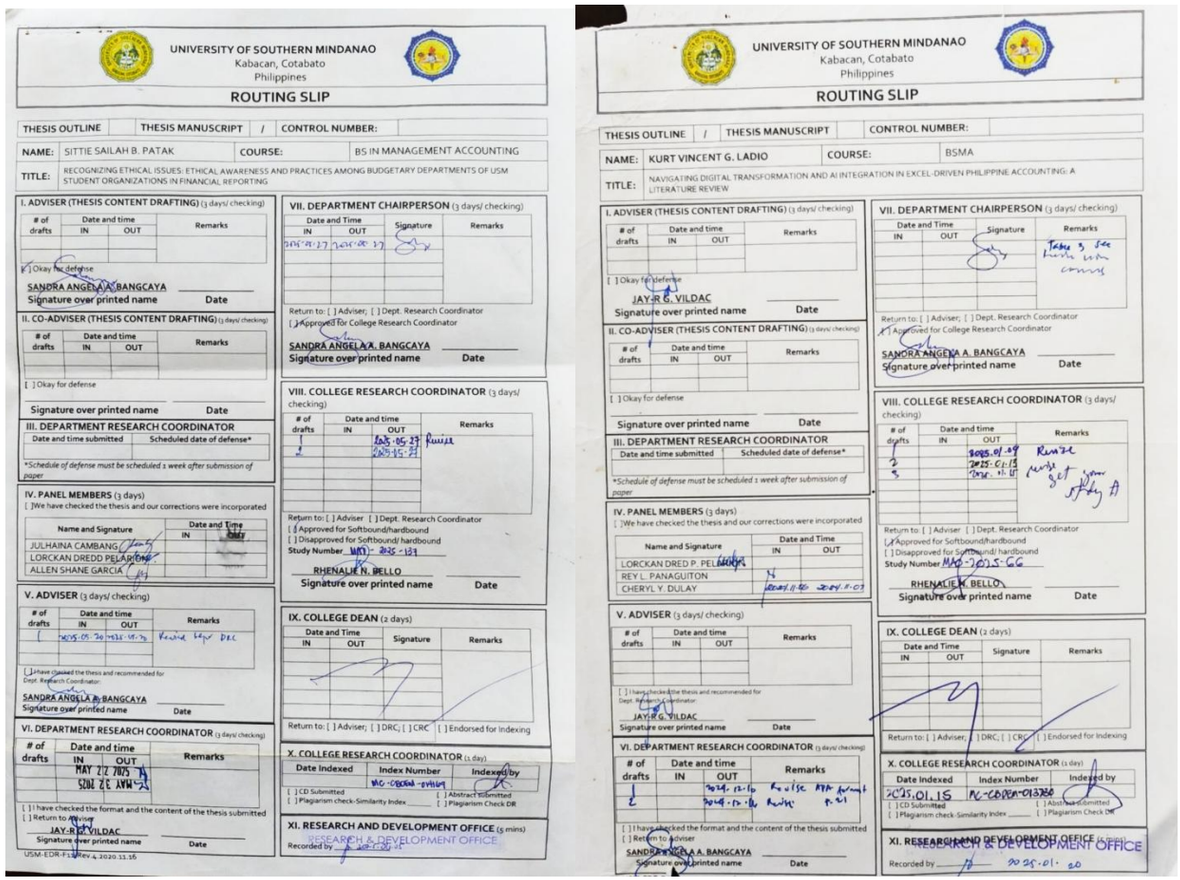
I.3. Graduating students conduct research and/or undergo practicum/OJT or other activities prescribed in their respective curricula.



Photo of students during their thesis defense.



UNIVERSITY OF SOUTHERN MINDANAO
Kabacan, Cotabato
Philippines

ROUTING SLIP

THESIS OUTLINE | THESIS MANUSCRIPT / | CONTROL NUMBER:

NAME: SITTIE SAILAH B. PATAK | COURSE: | BS IN MANAGEMENT ACCOUNTING

TITLE: RECOGNIZING ETHICAL ISSUES: ETHICAL AWARENESS AND PRACTICES AMONG BUDGETARY DEPARTMENTS OF USM STUDENT ORGANIZATIONS IN FINANCIAL REPORTING

I. ADVISER (THESIS CONTENT DRAFTING) (3 days/ checking)

# of drafts	Date and time IN	Date and time OUT	Remarks

[ ] Okay for defense

SANDRA ANGELA A. BANGCAYA
Signature over printed name | Date

II. CO-ADVISER (THESIS CONTENT DRAFTING) (3 days/ checking)

# of drafts	Date and time IN	Date and time OUT	Remarks

[ ] Okay for defense

Signature over printed name | Date

III. DEPARTMENT RESEARCH COORDINATOR

Date and time submitted	Scheduled date of defense*

*Schedule of defense must be scheduled 1 week after submission of paper

IV. PANEL MEMBERS (3 days)

[ ]We have checked the thesis and our corrections were incorporated

Name and Signature	Date and Time IN	Date and Time OUT
JULHAINA CAMBANG		
LORCKAN DREDD PELARIDA		
ALLEN SHANE GARCIA		

V. ADVISER (3 days/ checking)

# of drafts	Date and time IN	Date and time OUT	Remarks
1	2025-05-30	2025-05-30	Revised copy DLC

[ ]Have checked the thesis and recommended for Dept. Research Coordinator:

SANDRA ANGELA A. BANGCAYA
Signature over printed name | Date

VI. DEPARTMENT RESEARCH COORDINATOR (3 days/ checking)

# of drafts	Date and time IN	Date and time OUT	Remarks
	MAY 27 2025		
		MAY 27 2025	

[ ] I have checked the format and the content of the thesis submitted
[ ] Return to Adviser

JAY-R G. VILDAC
Signature over printed name | Date

USM-EDR-F12 Rev.4.2020.11.16

VII. DEPARTMENT CHAIRPERSON (3 days/ checking)

Date and Time IN	Date and Time OUT	Signature	Remarks
2025-05-27	2025-05-27		

Return to: [ ] Adviser; [ ] Dept. Research Coordinator
[ ] Approved for College Research Coordinator

SANDRA ANGELA A. BANGCAYA
Signature over printed name | Date

VIII. COLLEGE RESEARCH COORDINATOR (3 days/ checking)

# of drafts	Date and time IN	Date and time OUT	Remarks
1		2025-05-23	Revise
2		2025-05-27	

Return to: [ ] Adviser [ ] Dept. Research Coordinator
[ ] Approved for Softbound/hardbound
[ ] Disapproved for Softbound/ hardbound
Study Number MA)- 2025-129

RHENALIE N. BELLO
Signature over printed name | Date

IX. COLLEGE DEAN (2 days)

Date and Time IN	Date and Time OUT	Signature	Remarks

Return to: [ ] Adviser; [ ] DRC; [ ] CRC [ ] Endorsed for Indexing

X. COLLEGE RESEARCH COORDINATOR (1 day)

Date Indexed	Index Number	Indexed by
	MC-CORCH-0YMM	

[ ] CD Submitted [ ] Abstract Submitted
[ ] Plagiarism check-Similarity Index [ ] Plagiarism Check DR

XI. RESEARCH AND DEVELOPMENT OFFICE (5 mins)

RESEARCH & DEVELOPMENT OFFICE

Recorded by

UNIVERSITY OF SOUTHERN MINDANAO
Kabacan, Cotabato
Philippines

ROUTING SLIP

THESIS OUTLINE / | THESIS MANUSCRIPT | CONTROL NUMBER:

NAME: KURT VINCENT G. LADIO | COURSE: | BSMA

TITLE: NAVIGATING DIGITAL TRANSFORMATION AND AI INTEGRATION IN EXCEL-DRIVEN PHILIPPINE ACCOUNTING: A LITERATURE REVIEW

I. ADVISER (THESIS CONTENT DRAFTING) (3 days/ checking)

# of drafts	Date and time IN	Date and time OUT	Remarks

[ ] Okay for defense

JAY-R G. VILDAC
Signature over printed name | Date

II. CO-ADVISER (THESIS CONTENT DRAFTING) (3 days/ checking)

# of drafts	Date and time IN	Date and time OUT	Remarks

[ ] Okay for defense

Signature over printed name | Date

III. DEPARTMENT RESEARCH COORDINATOR

Date and time submitted	Scheduled date of defense*

*Schedule of defense must be scheduled 1 week after submission of paper

IV. PANEL MEMBERS (3 days)

[ ]We have checked the thesis and our corrections were incorporated

Name and Signature	Date and Time IN	Date and Time OUT
LORCKAN DRED P. PELARIDA		
REY L. PANAGUITON		
CHERYL Y. DULAY		

V. ADVISER (3 days/ checking)

# of drafts	Date and time IN	Date and time OUT	Remarks

[ ] I have checked the thesis and recommended for Dept. Research Coordinator:

JAY-R G. VILDAC
Signature over printed name | Date

VI. DEPARTMENT RESEARCH COORDINATOR (3 days/ checking)

# of drafts	Date and time IN	Date and time OUT	Remarks
1		2024-12-16	Revise APA format
2		2024-12-18	Revise

[ ] I have checked the format and the content of the thesis submitted
[ ] Return to Adviser

SANDRA ANGELA A. BANGCAYA
Signature over printed name | Date

VII. DEPARTMENT CHAIRPERSON (3 days/ checking)

Date and Time IN	Date and Time OUT	Signature	Remarks
			Today 3, See Kurt via comms

Return to: [ ] Adviser; [ ] Dept. Research Coordinator
[ ] Approved for College Research Coordinator

SANDRA ANGELA A. BANGCAYA
Signature over printed name | Date

VIII. COLLEGE RESEARCH COORDINATOR (3 days/ checking)

# of drafts	Date and time IN	Date and time OUT	Remarks
1		2025.01.09	Revise
2		2025.01.13	Revise set your defense A
3		2025.01.17	

Return to: [ ] Adviser [ ] Dept. Research Coordinator
[ ] Approved for Softbound/hardbound
[ ] Disapproved for Softbound/ hardbound
Study Number MA-2025-66

RHENALIE N. BELLO
Signature over printed name | Date

IX. COLLEGE DEAN (2 days)

Date and Time IN	Date and Time OUT	Signature	Remarks

Return to: [ ] Adviser; [ ] DRC; [ ] CRC [ ] Endorsed for Indexing

X. COLLEGE RESEARCH COORDINATOR (1 day)

Date Indexed	Index Number	Indexed by
25.01.15	MC-CORCH-013250	

[ ] CD Submitted [ ] Abstract Submitted
[ ] Plagiarism check-Similarity Index [ ] Plagiarism Check DR

XI. RESEARCH AND DEVELOPMENT OFFICE (5 mins)

RESEARCH & DEVELOPMENT OFFICE

Recorded by 2025.01.20

Sample routing slip of students conduction their thesis.

BACHELOR OF SCIENCE IN
MANAGEMENT
ACCOUNTING

List of Thesis Manuscripts 2nd Semester, SY 2025-2026

University of Southern Mindanao
College of Business, Development Economics and Management
ACCOUNTANCY DEPARTMENT

LIST OF APPROVED THESES TITLES
2nd semester A.Y 2025-2026

Name	Name	Research Title
Mary Adelene T. Buhat	Glifford Jay H. Gayosa	Financial Management Dynamics: Practices and Obstacles Encountered by Small Enterprise in Kidapwan City
Hanie Lyn C. Decolas	Ariane Malou L. Gorreon	FINANCIAL LITERACY PRACTICES ON INVESTMENT DECISIONS AMONG DEPED ELEMNETARY TEACHERS OF KABACAN, COTABATO
Keesha Tate L. Layson	Gwyneth Nicole L. Valdez	DETERMINANTS OF WHISTLEBLOWING INTENTIONS AMONG ACCOUNTING STUDENTS IN NORTH COTABATO
Yzeitle Shane P. Ponteres	KC M. Saturno	CYBERSECURITY THROUGH THE LENS OF ACCOUNTING PROFESSIONALS IN COOPERATIVES: INSIGHTS FROM COTABATO PROVINCE
Lodessa Kaye M. Colipano	Eden Rose D. Magdayao	EFFECT OF GIDA PROGRAM ON INDIGENOUS PEOPLE's SOCIAL AND SOCIO-ECONOMIC CONDITIONS: A COMPARATIVE ANALYSIS
Charles Winston B. Doliente	Louise Anna C. Nuncio	FINANCIAL LITERACY AND INSURANCE POLICY UPTAKE INTENTION AMONG URBAN HOUSEHOLDS IN KIDAPAWAN CITY
Kassandra Christine P. Paren	Garry Almendralejo	ONLINE vs. FACE-TO-FACE: A COMPRATIVE ANALYSIS OF ACCOUNTING STUDENTS' LEARNING EXPERIENCES IN COTABATO PROVINCE

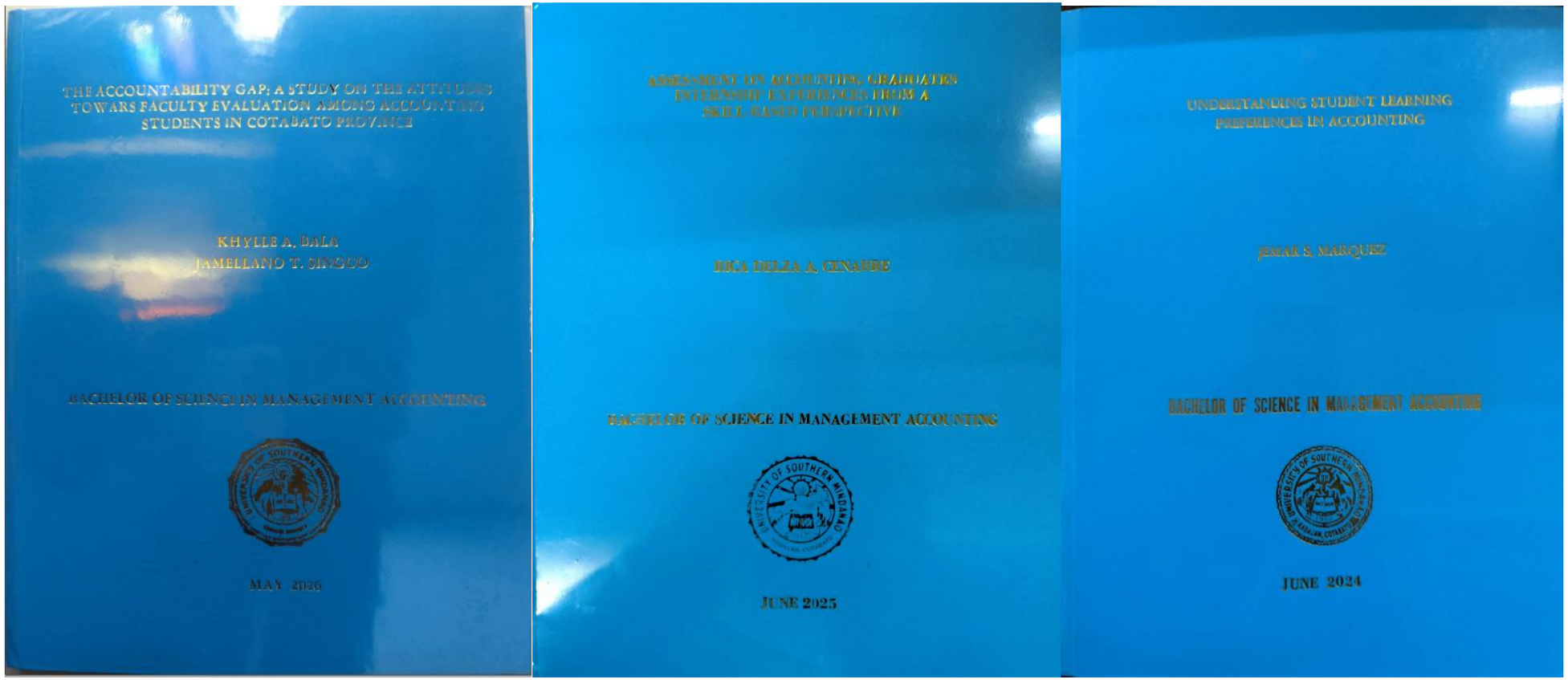
Jonalyn D. Gartalla	Abegail T. Tenerife	THE ROLE OF MANAGERIAL ACCOUNTING IN IMPROVING DECISION-MAKING PROCEDURES OF SMALL ENTERPRISES IN KIDAPAWAN CITY
Hezel Aires M. Yusay		ACCOUNTING PROFESSIONAL' AWARENESS IN THE FACE OF GLOBAL CRYPTOCURRENCY PERVASIVENESS IN COTABATO PROVINCE
Irish Jean D. Reces	JeeMArth F. Lacumbo	THE CORRELATION BETWEEN ONLINE GAMBLING INTENSITY AND THE FINANCIAL WELL-BEING OF THE RESIDENTS OF THE PHILIPPINES
Czearish Genelle G. Bibat	Kyla Marie S. Pajarillo	ASSESSING SUSTAINABILITY AWARENESS AND BEHAVIOR AMONG MANAGEMENT ACCOUNTING STUDENTS OF NORTH COTABATO: A CORRELATIONAL STUDY
Paula Dominique R. Garmino	Jeannie Q. Rebuta	FINANCIAL POSITION AND CASH FLOW INDICATOR'S RELATIONSHIP WITH THE SGLG AWARDS: EVIDENCE FROM LGUS IN REGION XII, PHILIPPINES
Kaye Lorex P. Otoc	Anna Mae L. Quirabo	ROLE OF COOPERATIVE CHARACTERISTICS ON THE INFLUENCE OF CORPORATE SOCIAL RESPONSIBILITY DIMENSIONS TO STAKEHOLDER TRUST
Eugene B. Aspera	Jeahan L. Tejada	DETERMINANTS OF HEALTH INSURANCE PREFERENCES OF GOVERNMENT EMPLOYEES IN USM UNDER THE BUDGET CIRCULAR 2024-6
Jalima M Abas	Jhonel C.Pedrajas JR	FINANCIAL LIOTERACY. REMITTANACE UTILIZATION AND SAVINGS BEHAVIOR OF OFW DEPENDENTS IN KABACAN, COTABATO
Florence M. Ledama	Jeian Ashley G. Nastor	CONTRIBUTIONS AND IMPLEMENTATION CHALLENGES OF LGUS IN COTABATO PROVINCE IN ACHIEVING FINANCE-RELATED SUSTAINANBLE DEVELOPMENT GOALS
Rashel Keith A. Badol	Altea Joy T. Suarez	RELATIONSHIP OF PERCEPTION ON DECEPTIVE INVESTMENT SCHEMES AND INVESTMENT BEHAVIOR OF NON- BUSINESS STUDENTS AT UNIVERSITY OF SOUTHERN MINDANAO

Angel Rose G. Angeles	Rhealyn V. Omay	ROLE ASSIGNMENT AND CONTROL IN INTEGRITY; ANALYZING the segreagation of duties in multipurpose cooperatives
Rodeza Mae P. Dueño	Leigh Marie M. facto	SUSTAINANBILILTY PERFORMANCE AND OPERATING MARGIN: MODERATING EFFECTS OF FIRM SIZE, LIQUIDITY, AND LEVERAGE IN LISTED INDUSTRIAL COMPANIES
Kyla Julynne B. Emggona	Keziah Lynn D. Dela Fuente	THE RELATIONSHIP OF WORKLOAD, COMPENSATION, AND PROFESSIONAL GROWTH AND THE INTEREST IN ACADEME AMONG ACCOUNTS IN REGION XILL
Elah L. Eltagonde	Paulyn Andrea O. Moncada	SUSTAINABILITY DISCLOSURE AND MARKET BEHAVIOR: CORRELATING gri-BASED ESG SCORES WITH STOCK PERFORMANCE OF PUBLICLY LISTED RENEWABLE ENERGY COMPANIES IN THE PHILIPPINES
Jessah A. Busayong	Chrisleigh Maree B. Manuel	GOVERNMENT SUBSIDIES TOWARD FARMER'S FINANCIAL PERFORMANCE OF BANAN FARMERS IN PRESIDENT ROXAS, COTABATO
Rommeleih A. Aguirre	Sameia Karl G. Magdugo	PROFILING FINANCIAL FRAUD SUSCEPTIBILTY: THE ROLE OF COGNITIVE TRAITS, AND SOCIODEMOGRAPHIC
Annegel Trish P. Escoto	Georgilyn C. Tacugue	PHILHEALTH INSURANCE LITERACY AND FINANCIAL PREPAREDNESS OF DISCHARGED PATIENTS IN SELECTED PRIVATE HOSPITALS IN NORTH COTABATO
Karl Louie E. Labucay	Kyle Andrei S. Olegario	RELATONSHIO OF GOVERNANCE INTEGRATION, PERFORMANCE-BASED ACCOUNTABILITY,AND FINANCIAL EFFICIENCY: EDCOM II's PRIORITY AREAS IN SUCs OF MINDANAO
Jelamie T. Nimuan	Jed G. Pagayon	INFLUENCE OF BUDGETING PRACTICES TOWARDS FINANCIAL CONTROL AND DECISION MAKING STRATEGY OF SARI-SARI STORE IN 3rd DISTRICT COTABATO PROVINCE

Cedric C. Claud	John Lloyd R, Manimog	THE DETERMINANTS TOWARDS ONLINE FRAUD VICTIMIZATION EXPERIENCES AMONG ADULTS IN COTABATO PROVINCE
Doroth Ailean L. Guerreo	Aleahnor D. Pandulo	PERCEIVED EFFECTIVENESS OF ACCOUNTING CURRICULA ON THE STUDENT PREPAREDNESS FOR PROFESSIONAL PRACTICE IN THE PROVINCE OF COTABATO
Nonito JR. O. Osma	Christna Tingal	FINANCIAL MANAGEMENT PRACTICES AND PROFITABILTY AMONG SMALL-SCALE RICE FARMERS IN MAKILALA COTABATO
Diana Dane Q. Abian	Khristine Mae C. Guanga	TRANSPARENCY, ACCOUNTABILITY, AND BUDGET UTILIZATIONOF SOCIETY ORGANIZATIONS IN THE UNIVERSITY OF SOUTHERN MINDANAO
Bonafaye Joy B. Peralta	Jelly C. Sariol	EFFET OF ONLINE LEARNING TOOLS ON ACADEMIC PERFORMANCE OF ACCOUNTING STUDENTS IN COTABATO PROVINCE
Alfredo D. San Franscisco	Angeline T. Vido	COMPARATIVE ANALYSIS ON TAX MORALE OF BUSINESS ENETERPRISES IN COTABATO PROVINCE
Mary Nelle O. Ardina	Kristelle Chrismarie D. Ito	FROM COMPLIANCE TO CONFIDENCE: AN ANALYSIS OF SUSTAINABILITY REPORTING AND ITS INFLUENCE ON MARKET VALUATION AMONG PSEi FIRMS
Kylle A. Bala	Jamellano T. Singgo	THE ACCOUNTABITY GAP: A STUDY ON THE ATTITUDES TOWARD FACULTY EVALUATION AMONG ACCOUNTING STUDENTS IN COTABATO PROVINCE
Colyn Kaye R. Javier	Chennie O. Perez	THE EFFECT OF INTERNAL CONTROL ON FRAUD HEXAGON ELEMENTS AS MODERATED BY MORALITY IN COTABATO COOPERATIVES
Mark Anthony T. Francisco	Psalm Ruvi B. Tala	ACCOUNTING EDUCATION INNOVATION: A SYSTEMATIC LITERATURE REVIEW ON INTEGRATING EMERGING TOPICS INTO THE CURRICULA OF ACCOUNTING PROGRAMS IN THE PHILIPPINES

Bryan U. Galan	Christian Jay M. Oliveros	FINANCIAL AND MANAGERIAL PRACTICES AS DETERMINANTS OF PROFITABILITY AMONG RETAIL STORES IN COTABATO PROVINCE
Jessa May A.Nellas	Yzel Gyle S. Yray	DETERMINANTS OF FINANCIAL HEALTH ON PUBLICLY LISTED COMPANIES IN THE PHILIPPINES DURING PRE-PANDEMIC, PANDEMIC, AND POST-PANDMEIC PERIODS
Xylem Yrresh E. Soliano	Angeline Araine H. Cadungon	FROM CLASSROOM TO CORPORATE: A STUDY ON THE FACTORS AFFECTING THE READINESS OF ACCOUNTING STUDENTS IN ENTERING THE CORPORATE WORLD
Amerah S. Manaros	Mabeth T. Alimao	DIGITAL INNOVATION IN STUDENT HOUSING MANAGEMENT: A PROPOSED USER INTERFACE DESIGN FOR A CENTRALIZED DORMITORY SYSTEM AT THE UNIVERSITY OF SOUTHERN MINDANAO
Kyrah Mae C. Dulguime	Daisy M. Hornido	TAX AWARENESS, MOTIVATION, AND TAX COMPLIANCE OF SELF-EMPLOYED INDIVIDUALS AND PROFESSIONALS IN COTABATO PROVINCE
Jhen Frytz D. casa	Hannah Bea D. Estomata	TAX AWARENESS AND TAX COMPLIANCE AMONG START-UP BUSINESS LISTED IN USMART TECHNOLOGY BUSINESS INCUBATOR
Esther M. Asoy	Hyriah Zoe B. Lanaja	ANALYSIS OF FACTORS INFLUENCING THE WILLINGNESS OF MICRO AND SMALL ENETERPRISES (MSEs) TO ADOPT MOBILE BOOKEEPING APPLICATIONS
Chloe Nicole Gordoncillo	Ella T. Libre	FINANCIAL MANAGEMENT PERCEPTIONS AND BEHAVIORS AMONG HOUSEHOLD IN THE 3RD DISTRICT OF COTABATO PROVINCE
Sally Girl Dino		DESIGN AND DEVELOPMENT OF WEB-BASED FINANCIAL MANAGEMENT SYSTEM FOR STUDENT ORGANIZATIONS WITHIN THE UNIVERSITY OF SOUTHERN MINDANAO
John Kenneth F. Maniago		CREDIT FINANCING AND BUSINESS PERFORMANACE OF MICRO ENTERPRIES IN ISULAN SULTAN KUDARAT

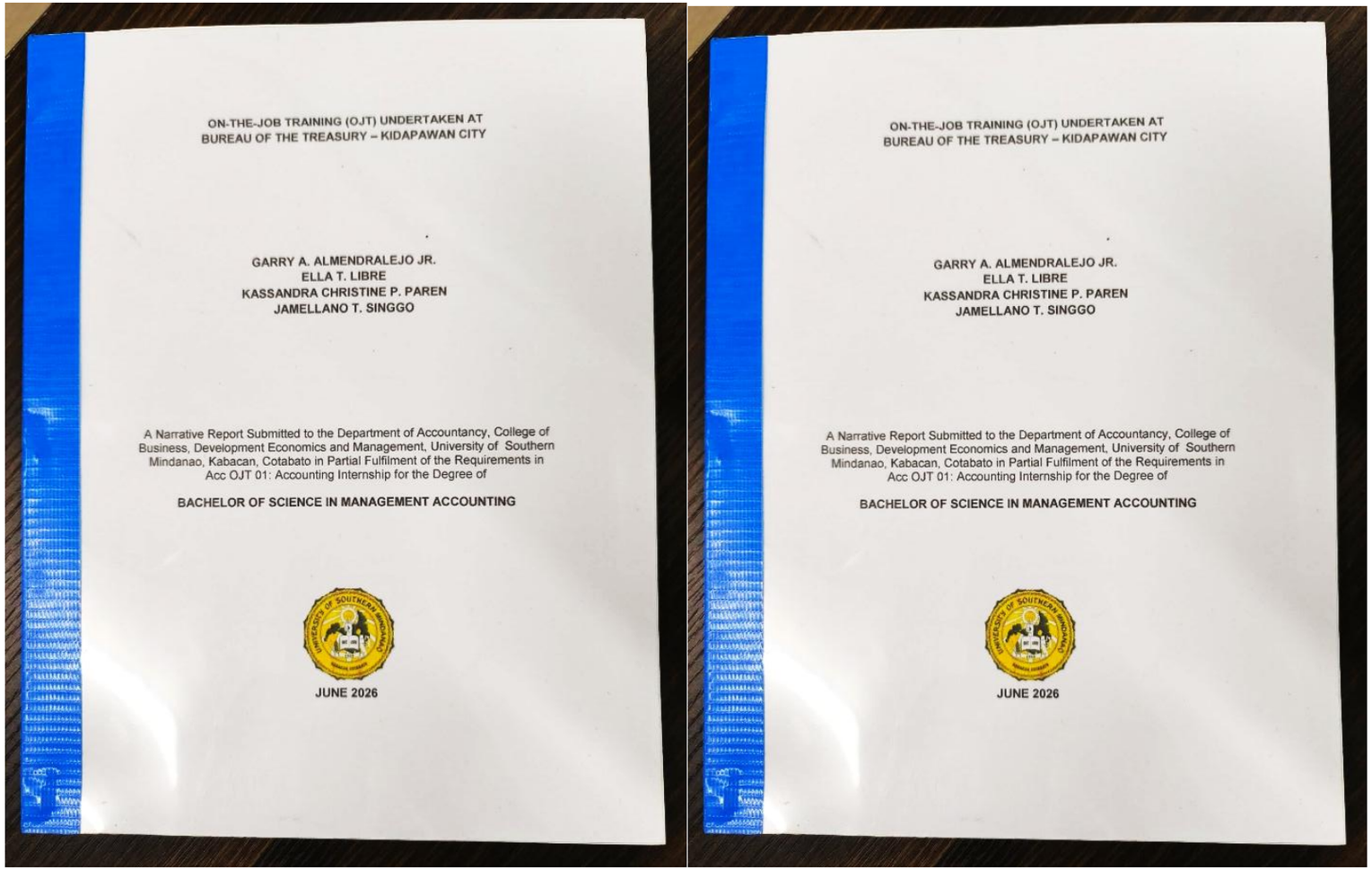
BACHELOR OF SCIENCE IN
MANAGEMENT ACCOUNTING



Sample manuscripts from 2026, 2025, and 2024 graduating students.



Photo of students during the internship terminal reporting.



Sample of Internship Terminal Report submitted by the students.

Sample of Memorandum of Agreement with Agencies for On-the-Job Training with Pepsi Cola Philippines, Inc.

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 **PEPSI COLA PRODUCTS PHILIPPINES, INC.,** is a Philippine-based company engaged in the bottling and distribution of PepsiCo beverages and snack foods in the Philippines, with principal office address in Barangay Dumoy, Davao City, herein represented by its Area HR Business Partner Head, **DARYL G. ISIO**, herein 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 400 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. 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 for the Management of Emerging Infectious Diseases' (IATF) 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 Management Accounting 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 2nd semester of Academic Year 2023-2024 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
   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:
by Authority of the Presid...

FRANCISO GIL N. GARCIA, PhD
University President
Valid I.D. No.:
Issued By:

PEPSI COLA PRODUCTS PHILIPPINES, INC.
(SECOND PARTY)
Represented by:

DARYL G. ISIO
Area HR Business Partner Head
Valid I.D. No.: GSS 07-167713[illegible]-2
Issued By:

Signed in the presence of:

IRVING T. FAJARITO JR., DBM
CBDEM Dean
Valid I.D. No.:
Issued By:

AUBREY JOAN ALICAYA
HR Assistant
Valid I.D. No.:
Issued By:

SANDRA ANGELA A. BANGCAYA, CPA, MBA
Department Chairperson
Valid I.D. No.:
Issued By:

JAY-R G. VILDAC, CPA, DBA
OJT Coordinator
Valid I.D. No.: USM IS-03-0918
Issued By:

ACKNOWLEDGEMENT

Republic of the Philippines)s.s
Province of Cotabato)
Municipality of Kabacan)

BEFORE ME, this FEB 28 2024 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:**
Office **FRANCISCO GIL N. GARCIA, PhD** **DARYL G. ISIO**	TIN 153-671-752 GSS 07-167713[illegible]-2	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. 471 :
Page No. IV :
Book No. XI :
Series of 2024

REGERICK L. BENITO
Notary Public for the Province of Cotabato
Valid Until December 31, 2025
Notarial Commission No. 04-2024
PTR No. 2748164/11-21-23/Amac, Kidapawan City
IBP O.R No. 362497/10-06-23/North Cotabato Chapter
Roll No. 46786

Sample of Memorandum of Agreement with Agencies for On-the-Job Training with Landbank of the Philippines

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 **LAND BANK OF THE PHILIPPINES-M'LANG BRANCH (LBP),** a government-owned bank, with principal office address in M.H. Del Pilar st., Brgy. Poblacion A, M'lang, North Cotabato, herein represented by its Branch Head, **GIRLIE F. ADALIN**, herein 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 not less than four hundred (400) 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. 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 for the Management of Emerging Infectious Diseases' (IATF) 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 Management Accounting 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 the Academic Year 2023-2024 and shall remain in full force (until the completion of the required number of hours for the student-trainee's 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.

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:

By Authority of the Presid...
FRANCISCO GIL N. GARCIA, PhD
University President
Valid I.D. No.:
Issued By: BIR Office

Land Bank of the Philippines
(SECOND PARTY)
Represented by:

GIRLIE F. ADALIN
Branch Head
Valid I.D. No.: 6564
Issued By: LBP HEAD OFFICE

Signed in the presence of:

IRVING T. FAJARITO, JR., DBM
CBDEM Dean
Valid I.D. No.:
Issued By:

MAHALIA SHEENA C. AGREDA
Service Head Assistant
Valid I.D. No.: E164
Issued By: LBP HEAD OFFICE

SANDRA ANGELA A. BANGCAYA, CPA, MBA
OJT Coordinator
Valid I.D. No.:
Issued By:

JAY-R G. VILDAC, CPA, DBA
OJT Coordinator
Valid I.D. No.:
Issued By:

ACKNOWLEDGEMENT

Republic of the Philippines)s.s
Province of Cotabato)
Municipality of M'lang)

BEFORE ME, this 26th day of Feb. 2024 at M'lang, Cotabato, Philippines, personally appeared the following persons with their respective competent evidence of identity:

Name:	**Valid I.D. No.:**	**Issued By:**
Office		
FRANCISCO GIL N. GARCIA, PhD	TIN 153-671-752	BIR OFFICE
GIRLIE F. ADALIN	TIN-153-232-053	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.

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Series of 2024

ALEXANDER O. ABONADO
Notary Public for the Province of Cotabato
Notarial Commission No. 02-2023
Until December 31, 2024
Roll of Attorney No. 76266
MCLE Compliance No. VIII-0EP002612
Issued on March 6, 2023
IBP O.R. No. 332780 • 12.20.2023
PTR No. 2872553 • 01.09.2024
Burgos St., Poblacion A, M'lang,
North Cotabato, Philippines

Photos of students at their Host Training Establishments (HTEs) for their 400 hours off-campus internship.



Interns (left side in yellow bouses) at the Davao del Sur Electric Cooperative, Inc.



Intern at the office of Pernato, Pernato & Co., CPAs in Tacurong City, Sultan Kudarat (SOCCSKSARGEN), Philippines

List of Students and their respective Host Training Establishment

University of Southern Mindanao
College of Business, Development Economics and Management
ACCOUNTANCY DEPARTMENT
1st semester, SY 2026-2027

Bachelor of Science in Management Accounting

No	Name	Host Training Establishment	Address of Agency
1	Abalos, Ellain Joy F.	School Division Office of Cotabato, DepEd	Amas, Kidapawan City, Cotabato
2	Abellar, Jovannah Nathalie M.	Department of Public Works and Highways-Region XI	Gov Chavez St., Davao City, 8000
3	Adtugan, Rohana E.	Landbank of the Philippines	Sol Haus Building, Quezon Avenue, Midsayap, North Cotabato
4	Anunciado, Cokie Mae R.	Metro Kidapawan Water District	Barangay Lanao, Kidapawan City, North Cotabato
5	Bacay, Romelyn B.	1st Valley Bank Inc.	Enanoria Building, National Highway, Corner Beting Street, Barangay Osias, Kabacan, North Cotabato
6	Baduel, John Kenneth	USM Admin (Accounting Office)	USM, Kabacan, Cotabato
7	Bahinting, Rhea Jean C.	Cooperative Bank of Cotabato	CBC-Executive Office, Brgy. Lanao, Kidapawan City, Cotabato
8	Bair, Marionne Lea M.	Department of Public Works and Highways-Region XI	Gov Chavez St., Davao City, 8000

9	Bair, Ted Gabriel M.	Department of Public Works and Highways-Region XI	Gov Chavez St., Davao City, 8000
10	Banlasan, Joycee Ann L.	Bureau of Treasury (BTr)	Maharlika Street, Quezon Boulevard, Kidapawan City
11	Bantolo, Czarlaine A.	EastWest Rural Bank	National Road, Rizal Street, Poblacion, Kabacan, Cotabato
12	Banzuela, Ivan Kyle L.	Partnership Rural Bank	Rizal Ave. Nat'l Highway Cor. Mapanao St. Exit, Poblacion Kabacan, North Cotabato
13	Basoy, John Jezrel J.	Partnership Rural Bank	Rizal Ave. Nat'l Highway Cor. Mapanao St. Exit, Poblacion Kabacan, North Cotabato
14	Bayot, Jmearnel Amor A.	Cooperative Bank of Cotabato	CBC-Executive Office, Brgy. Lanao, Kidapawan City, Cotabato
15	Belarmino, Jocell T	School Division Office of Cotabato, DepEd	Amas, Kidapawan City, Cotabato
16	Bernadas, Janah Mae G.	USM Admin (Accounting Office)	USM, Kabacan, Cotabato
17	Bohos, Evan Rex E.	Cotabato Electric Cooperative, Inc. (COTELCO) Main Office	Manubuan, Matalam, Cotabato
18	Bosi, Aya Blessa Cher A.	Cooperative Bank of Cotabato	CBC-Executive Office, Brgy. Lanao, Kidapawan City, Cotabato
19	Budiongan, Abigail B.	Department of Public Works and Highways-Cotabato 2nd DEO	Brgy. Lanao, Kidapawan City, Cotabato
20	Burgos, Recia Catherine B.	Bureau of Treasury (BTr)	Maharlika Street, Quezon Boulevard, Kidapawan City
21	Cadungon, Vanessa A.	Cotabato Electric Cooperative, Inc. (COTELCO) Main Office	Manubuan, Matalam, Cotabato

22	Calma, Sophia Nicole M.	Landbank of the Philippines	Sol Haus Building, Quezon Avenue, Midsayap, North Cotabato
23	Castro, Mark Anthony L.	Bank of the Philippine Islands	Quezon Blvd, Kidapawan, Cotabato
24	Centino, Angelica Rose B.	Land Bank of the Philippines	Rizal Avenue, National Highway, Brgy Poblacion, Kabacan, Cotabato
25	Christine Joy P. Bayron	Davao del Sur Electric Cooperative, Inc. (DASURECO)	McArthur Highway, Brgy. Cogon, Digos City, Davao del Sur
26	Dalawis, Jovelyn L.	Department of Public Works and Highways-Cotabato 2nd DEO	Brgy. Lanao, Kidapawan City, Cotabato
27	Daquipil, Phoebe Kate G.	Department of Public Works and Highways-Cotabato 2nd DEO	Brgy. Lanao, Kidapawan City, Cotabato
28	Dayag, Nicole Ayenne C.	Cooperative Bank of Cotabato	Roxas St., Kabacan, Cotabato
29	Dayao, Catherine Bernadette	Department of Public Works and Highways-Region XI	Gov Chavez St., Davao City, 8000
30	Dinopol, Bea Bianca A.	Mediatrix Multi-Purpose Cooperative	Aglipay Street, Poblacion, Kabacan, Cotabato
31	Donato, Vanessa Mae E.	Davao del Sur Electric Cooperative, Inc. (DASURECO)	McArthur Highway, Brgy. Cogon, Digos City, Davao del Sur
32	Escopalao, Danessa Rose T.	Land Bank of the Philippines	Rizal Avenue, National Highway, Brgy Poblacion, Kabacan, Cotabato
33	Failano, Gian Carlo B.	Metro Kidapawan Water District	Barangay Lanao, Kidapawan City, North Cotabato
34	Francisco, Juliana Caezar M.	Cooperative Bank of Cotabato	Roxas St., Kabacan, Cotabato
35	Fuentes, Rene Jr. A.	Landbank of the Philippines	Sol Haus Building, Quezon Avenue, Midsayap, North Cotabato
36	Gallibot, Kinny Rose B.	Development Bank of the Philippines	Quezon Blvd, Kidapawan, Cotabato

37	Ganoy, Nicole Jamyrahdeth M.	Land Bank of the Philippines	Rizal Avenue, National Highway, Brgy Poblacion, Kabacan, Cotabato
38	Gayramara, Sheenah D.	Metro Kidapawan Water District	Barangay Lanao, Kidapawan City, North Cotabato
39	Gojo Cruz, Vyl P.	Pernato Pernato & Co.	Fr. Burgos Street, City of Tacurong, Sultan Kudarat
40	Gonzales, Kyla Angela P.	Cotabato Electric Cooperative, Inc. (COTELCO) Main Office	Manubuan, Matalam, Cotabato
41	Hapalla, Princess C.	Cotabato Electric Cooperative, Inc. (COTELCO) Main Office	Manubuan, Matalam, Cotabato
42	Hugos, Jasmine Kate J.	Landbank of the Philippines	M.H. Del Pilar St., Pob. A, M'lang, Cotabato
43	Ignacio, Resha Raven M.	Landbank of the Philippines	M.H. Del Pilar St., Pob. A, M'lang, Cotabato
44	Infortuna, Roxanne Faye P.	Bureau of Treasury (BTr)	Maharlika Street, Quezon Boulevard, Kidapawan City
45	Jenotan, Kent Cedrick A.	Partnership Rural Bank	Rizal Ave. Nat'l Highway Cor. Mapanao St. Exit, Poblacion Kabacan, North Cotabato
46	Jimenez, Shernie G.	Deseret Surgimed Hospital Incorporated (Accounting Office)	National Highway Brgy. Kayaga, Kabacan Cotabato
47	Karnain, Hamdan D.	USM Admin (Accounting Office)	USM, Kabacan, Cotabato
48	Loquere, Krystal Mae D.	Department of Agrarian Reform- Cotabato Province	Kidapawan, Cotabato
49	Lumogdang, Ana Piera D.	LGU Antipas (MTO)	Poblacion, Antipas, Cotabato
50	Madalogdog, Jan Jelven B.	Metro Kidapawan Water District	Brgy. Lanao, Kidapawan City, Cotabato
51	Madjilon, Audrie Abdelbari H.	Ministry of Finance, and Budget and Management	Bangsamoro Government Center, Rosary Heights VII, Cotabato City

52	Maguate, John Mckinley Z.	USM Admin (Accounting Office)	USM, Kabacan, Cotabato
53	Manaay, Eian Chin U.	School Division Office of Cotabato, DepEd	Amas, Kidapawan City, Cotabato
54	Mayordomo, Kizza Maree A.	Landbank of the Philippines	Sol Haus Building, Quezon Avenue, Midsayap, North Cotabato
55	Mortejo, Vinge Sophia S.	EastWest Rural Bank	National Road, Rizal Street, Poblacion, Kabacan, Cotabato
56	Nimer, Carl James A.	Cooperative Bank of Cotabato	Roxas St., Kabacan, Cotabato
57	Obreque, Diane J.	Department of Agrarian Reform- Cotabato Province	Kidapawan, Cotabato
58	Pagotaisidro, Limuel A.	Land Bank of the Philippines	Rizal Avenue, National Highway, Brgy Poblacion, Kabacan, Cotabato
59	Palmes, Alexi Margueritte C.	Provincial Treasurers Office of South Cotabato	Zone I, City of Koronadal, South Cotabato, 9506
60	Paraon, Asciater May J.	Development Bank of the Philippines	Quezon Blvd, Kidapawan, Cotabato
61	Potutan, Rona Grace Q.	Kabacan Polymedic Cooperative Hospital (Accounting Office)	Davao - Cotabato Rd, Kabacan, Cotabato
62	Prietz Anne Meanilah M. Canillada	Davao del Sur Electric Cooperative, Inc. (DASURECO)	McArthur Highway, Brgy. Cogon, Digos City, Davao del Sur
63	Rollon, Lawrence N.	Department of Agrarian Reform- Cotabato Province	Kidapawan, Cotabato
64	Sabay, Nherone Bryle C.	Kabacan Polymedic Cooperative Hospital (Accounting Office)	Davao - Cotabato Rd, Kabacan, Cotabato
65	Sali, Rickie Haze T.	Metro Kidapawan Water District	Barangay Lanao, Kidapawan City, North Cotabato
66	Santos, Eden Grace M.	School Division Office of Cotabato, DepEd	Amas, Kidapawan City, Cotabato

67	Sobrevega, Mikaela E.	Kabacan Polymedic Cooperative Hospital (Accounting Office)	Davao - Cotabato Rd, Kabacan, Cotabato
68	Solaiman, Farhana Gem C.	Cooperative Bank of Cotabato	Roxas St., Kabacan, Cotabato
69	Solomon, Carl Cedrick B.	Metro Kidapawan Water District	Barangay Lanao, Kidapawan City, North Cotabato
70	Tabugoc, Leah Mae R.	Department of Public Works and Highways-Cotabato 2nd DEO	Brgy. Lanao, Kidapawan City, Cotabato
71	Tacadao, Brainer John V.	Bank of the Philippine Islands	Quezon Blvd, Kidapawan, Cotabato
72	Tambagan, Jostine Imee A.	Mediatrix Multi-Purpose Cooperative	Aglipay Street, Poblacion, Kabacan, Cotabato
73	Taño, Jenny D.	Landbank of the Philippines	Sol Haus Building, Quezon Avenue, Midsayap, North Cotabato
74	Tasic, Izzy Shane M.	Bureau of Treasury (BTr)	Maharlika Street, Quezon Boulevard, Kidapawan City
75	Utto, Sofia Trisha D.	Landbank of the Philippines	M.H. Del Pilar St., Pob. A, M'lang, Cotabato
76	Villasis, Khenn Loyd B.	Cooperative Bank of Cotabato	Roxas St., Poblacion, Kabacan, Cotabato