



Republic of the Philippines  
PROVINCE OF ZAMBOANGA DEL NORTE  
Municipality of Siayan



**OFFICE OF THE SANGGUNIANG BAYAN**

**EXCERPT FROM THE MINUTES OF THE REGULAR SESSION OF THE SANGGUNIANG BAYAN OF  
SIAYAN, ZAMBOANGA DEL NORTE HELD AT THE MUNICIPAL SESSION HALL ON THE  
28TH DAY OF MARCH 2022.**

**PRESENT:**

Hon. Primitivo D. Castillo, Presiding Officer,  
Hon. Emelyn P. Tulawe, Presiding Officer Pro-Tempore  
Hon. Estrella S. Zapatos,  
Hon. Oliver A. Romero, Floor Leader  
Hon. Ma. Roselyn G. Secretario,  
Hon. Rico V. Jamisola,  
Hon. Rey L. Anugon, Assistant Floor Leader  
Hon. Alfredo R. Labastida  
Hon. Phil A. Saraga, SK Fed. President,  
Hon. Johnny C. Anugon, Sr., IPMR,

Municipal Vice Mayor  
Sangguniang Bayan Member

-do-  
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-do-  
-do-  
-do-  
-do-  
-do-

**ABSENT:**

Hon. Vanessa Lyn B. Atuy,  
Hon. Maribel C. Okay, ABC President, O.B.  
Hon. Johnny C. Anugon, Sr., IPMR, O.B.

-do-  
-do-  
-do-

**"RESOLUTION NO. 043**

Series of 2022

**RESOLUTION AUTHORIZING THE LOCAL GOVERNMENT UNIT OF SIAYAN, ZAMBOANGA DEL NORTE  
REPRESENTED BY THE HONORABLE MUNICIPAL MAYOR ATTY. JOSECOR S. GEPOLONGCA TO ENTER  
INTO AND SIGN A MEMORANDUM OF AGREEMENT (MOA) BETWEEN THE PHILIPPINE ADVENT  
COLLEGE (PAC) REPRESENTED BY DR. PIO M. CERNAL, COLLEGE PRESIDENT, SINDANGAN, ZN. ON ON-  
THE-JOB TRAINING CONTRACT.**

**WHEREAS**, the terms and conditions/covenant of both parties are stipulated in the AGREEMENT;

**WHEREFORE**, premise of the foregoing consideration and on motion of Hon. Emelyn P. Tulawe, duly  
seconded by Hon. Oliver A. Romero, it was

**RESOLVED**, as this body hereby resolved by **AUTHORIZING THE LOCAL GOVERNMENT UNIT OF  
SIAYAN, ZAMBOANGA DEL NORTE REPRESENTED BY THE HONORABLE MUNICIPAL MAYOR ATTY.  
JOSECOR S. GEPOLONGCA TO ENTER INTO AND SIGN A MEMORANDUM OF AGREEMENT (MOA)  
BETWEEN THE PHILIPPINE ADVENT COLLEGE (PAC) REPRESENTED BY DR. PIO M. CERNAL, COLLEGE  
PRESIDENT, SINDANGAN, ZN. ON ON-THE-JOB TRAINING CONTRACT.**

**RESOLVED FINALLY**, to furnish copies of this resolution to all offices concerned for  
information and appropriate action.

Carried unanimously"

**I HEREBY CERTIFY** to the correctness of the foregoing resolution.

**WILFREDO Q. DOMPALES**  
Sangguniang Bayan Secretary

**CERTIFIED CORRECT  
AS TO ITS PASSAGE:**

**PRIMITIVO D. CASTILLO**  
Municipal Vice Mayor  
(Presiding Officer)

**MEMORANDUM OF AGREEMENT OF  
ON-THE-JOB TRAINING CONTRACT**

**KNOW ALL MEN BY THESE PRESENTS:**

This **MEMORANDUM OF AGREEMENT (ON-THE-JOB TRAINING CONTRACT)** made and entered this \_\_\_\_\_ day of \_\_\_\_\_ 2022 at Siayan, Zamboanga del Norte, by and between:

**PHILIPPINE ADVENT COLLEGE**, with business and postal address at Sindangan, Zamboanga del Norte, a duly recognized institution by the Commission on Higher Education represented by **DR. PIO M. CERNAL**, College President, hereinafter referred to as the **FIRST PARTY**.

-and-

**THE MUNICIPALITY OF SIAYAN**, a local government unit in the province of **ZAMBOANGA DEL NORTE**, herein represented in this Act by the Municipal Mayor, **HON. ATTY. JOSECOR S. GEPOLONGCA**, hereinafter referred to as the **SECOND PARTY**;

**WITNESSETH:**

WHEREAS, the **FIRST PARTY**, a legitimate institution duly authorized by the Commission on Higher Education wants to affiliate in the Municipality of Siayan for the training of their Bachelor of Science in Business Administration Major in Human Resource Development Management students.

WHEREAS, the **SECOND PARTY**, has maintained and operated a local government unit, existing and operating legally under the laws of the Philippines;



## **TERMS AND CONDITIONS**

The **FIRST PARTY** shall;

- a) provide the students with basic orientation on work values, behavior, and discipline to ensure smooth cooperation to the **SECOND PARTY**;
- b) issue an official endorsement vouching for the well-being of the students which shall be used by the **SECOND PARTY** for processing the students' application;
- c) bind itself to comply with the policies in the local government units and shall voluntarily withdraw a trainee-student who is found to misbehave and/or act in defiance to existing standards, rules and regulations of the **SECOND PARTY**;
- d) make supervisory and instructional visits/follow-ups to the **SECOND PARTY** during the training period for the purpose of evaluating the students' progress and address training problems;
- e) have the discretion to pull out trainee-student of which there is an apparent risk and/or exploitation on his/her rights;
- f) be covered with insurance premium throughout the duration of the training (trainee-students);

The **SECOND PARTY** shall;

- a) agree and allow the use of local government units as **BASE OFFICES**, for the affiliation and training of the Bachelor of Science in Business Administration students of the **FIRST PARTY**;
- b) not be held liable for any injury or damages suffered by the **FIRST PARTY**'s trainee-students arising from accident, force majeure and/or fortuitous event during the existence of this contract;
- c) be obliged to employ trainee-student upon completion of the training;
- d) have no employer-employee relationship between the **FIRST PARTY**'s trainee-students;
- e) commit to the affiliation during the 600 working hours of the training program of the **FIRST PARTY**'s trainee-students otherwise agreed upon on both parties;

This contract shall take effect from \_\_\_\_\_, 2022 to \_\_\_\_\_, 2022.

IN WITNESS WHEREOF, the PARTIES hereto have signed this Contract in Siayan, Zamboanga del Norte, Philippines, this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

**MUNICIPALITY OF SIAYAN  
PROVINCE OF ZAMBOANGA DEL NORTE  
FIRST PARTY**

by:

**HON. ATTY. JOSECOR S. GEPOLONGCA**  
Municipal Mayor

**PHILIPPINE ADVENT COLLEGE  
SECOND PARTY**

by:

**PIO M. CERNAL, Ed. D.**  
College President

Signed in the presence of:

**ASTERIO M. CADUSALE, MBA, JD**  
Dean of School of Business

\_\_\_\_\_

**ACKNOWLEDGEMENT**

BEFORE ME, this \_\_\_\_\_ day of \_\_\_\_\_, 2022, in Siayan,  
Zamboanga del Norte, personally appeared the following:

NAME	VALID ID	Date Issued	Place Issued
HON. ATTY. JOSECOR S. GEPOLONGCA			Siayan, ZN
DR. PIO M. CERNAL	Driver's License J01-93-016427		Sindangan, ZN

Known to me to be the same persons who executed the foregoing  
MEMORANDUM OF AGREEMENT, and they acknowledged to me that the same is  
their true and voluntary act and deed and that of the entities herein represented.

This instrument consists of three (3) pages, including this page where this  
acknowledgement is written, signed by the parties and their witnesses.

**WITNESS MY HAND AND NOTARIAL SEAL.**

Doc. No. \_\_\_\_\_:

Page No. \_\_\_\_\_:

Book No. \_\_\_\_\_:

Series of \_\_\_\_\_: