



**CONTRACT OF SERVICE FOR INDIVIDUAL JOB ORDER WORKER**

KNOW ALL MEN BY THESE PRESENTS:

This Agreement entered into by and between:

The **VISAYAS STATE UNIVERSITY**, an institution of higher learning established under Presidential Decree No. 470 as amended by Presidential Decree No. 700 and converted into a state university by virtue of Republic Act No. 9158 and renamed as Visayas State University by virtue of Republic Act No. 9347, with principal office at Baybay City, Leyte, duly represented by its President **DR. PROSE IVY G. YEPES**, hereinafter referred to as the **FIRST PARTY**;

-and-

**Nestor P. Bongot and Alemar N. Valenzona** of legal age, Married, Filipino and with residence and postal address at Brgy. Gabas Baybay City, Leyte hereinafter referred to as the **SECOND PARTY**;

**WITNESSETH:**

WHEREAS, the **FIRST PARTY** is in need of persons who can provide administrative support services which cannot be performed by the existing regular manpower/employees of the specific units/departments/centers within the university;

WHEREAS, the **SECOND PARTY**, possesses the required qualification and expertise needed by the hiring department/center/unit/office and is willing to provide the services needed;

NOW, THEREFORE, premises considered, the parties hereto hereby agree as they have agreed under the terms and conditions, as follows:

THAT the **FIRST PARTY** hereby contracts the services of the **SECOND PARTY** as **Laborer** to perform the functions and deliver the following outputs as follow:

1. Prepare the land for planting, including tilling, leveling, and creating irrigation systems.
2. Manage water levels in rice paddies, including irrigation and drainage, to ensure the crop receives adequate moisture.
3. Apply fertilizers and other soil amendments as needed to promote healthy plant growth.
4. Monitor the fields for weeds and use appropriate methods to control their growth, including manual removal or application of herbicides.
5. Monitor for signs of pests and diseases, implementing control measures as necessary.
6. Conduct post-harvest activities such as harvesting rice, cleaning/threshing, and seed drying.
7. Maintain the ATEP building and its surroundings, watch and help secure VSU properties inside the ATEP building premises, and take care of livestock that belongs to the Rice Seed Net Project, such as carabaos, ducks, chickens, and other animals that the project may raise, even outside regular working hours, as needed, assist in the rice seed production activity, etc.

THAT when work demands travel, the **SECOND Party** shall be entitled to payment of travel expenses (per diem and fare) when traveling on official business within the country, subject to existing government accounting rules and regulations and to pertinent VSU policies and rules governing official travel.

THAT the **SECOND PARTY** shall abide by the rules and regulations of the **FIRST PARTY** and the terms and conditions as provided for in this service contract and perform the above-listed functions for a total of 15 days per month at not less than eight (8) hours per day based on the work schedule as prescribed by the hiring department/office/center/unit;