



**VISAYAS**  
STATE UNIVERSITY



**DEPARTMENT OF AGRONOMY**

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**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. 9437, 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-

**JOVIC CAGOYONG ADLAWAN**, of Legal Age, Single, Filipino and with residence and postal address at **Brgy. Gacat, 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:

THE **FIRST PARTY** hereby contract the services of the **SECOND PARTY** as **Science Research Assistant** to perform the following functions as follows:

1. Conduct of field trial for dry season, DELS-I pipeline (January-June 2025);
2. Gathering field data on rice growth, yields, and pest/disease occurrences.
3. Prepare, consolidate data and submit data through Field Book App;
4. Assisting in setting up and maintaining research experiments, including planting and monitoring.
5. Analyze and compare the agronomic and yield parameters of the different rice lines tested and identify and submit promising rice lines for next stage of the project; and
6. Prepare necessary documents such as final project findings and preparing quarterly, semi-annual and annual reports for research team meetings.
7. Supervise the functions and management of the entire duration of the project.
8. Performs other functions related to the assigned research undertakings.

THAT when the work demand for 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 for and in consideration of the foregoing service, the **FIRST PARTY** binds itself to pay the **SECOND PARTY** in the amount of **ONE THOUSAND TWENTY-THREE PESOS AND FORTY-ONE CENTAVOS (P1,023.41)** per day inclusive of premium at not less than 8 hours per day based on the work schedule as prescribed by the hiring department/office/center/unit;

The **SECOND PARTY** will be paid twice a month (*per quincena*) upon presentation of a certification of accomplishments and rendition of actual services issued by the **FIRST PARTY** or its duly authorized representative. The above payments will be charged to **20401010-163**;

THAT this contract shall take effect **January 1, 2025**, until **June 30, 2025**, and may be renewed only upon recommendation of the head of the unit/department/office, duly supported with a copy of an