

## **MEMORANDUM OF AGREEMENT**

### **KNOW ALL MEN BY THESE PRESENTS:**

This **MEMORANDUM OF AGREEMENT** made and 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, with office address at **Visca, Baybay City, Leyte**, represented herein by its President, **PROSE IVY GUASA YEPES**, herein after referred to as the **"FIRST PARTY"**;

And

The **DEPARTMENT OF ECONOMY, PLANNING, AND DEVELOPMENT REGIONAL OFFICE VIII**, a government company under the government of the Republic of the Philippines with office address at **GOVERNMENT CENTER, BRGY. BARAS, PALO, LEYTE** represented herein by the Regional Director, **MEYLENE C. ROSALES** and hereinafter referred to as the **"SECOND PARTY"**.

### **WITNESSETH:**

**WHEREAS**, this agreement seeks to implement the program titled "STUDENT INTERNSHIP PROGRAM OF THE PHILIPPINES," to be undertaken by the **FIRST PARTY** through the Department of Economics of the Faculty of Management and Economics.

**WHEREAS**, both parties shall abide by the requirements, obligations, and/or responsibilities stipulated in CMO No. 104, series of 2017, also known as the "Revised Guidelines of the Student Internship Program in the Philippines (SIPP) for all Programs."

**WHEREAS**, the **SECOND PARTY** shall appoint **ADMINISTRATIVE AIDE VI JANE MARGARETTE A. BADIOLA** as the key contact in case there is necessary communication to/from the **FIRST PARTY**.

**WHEREAS**, the **FIRST PARTY**, particularly the Department of Economics, shall appoint **MS. MICHELLE AUBREY D. CABASE** as the key contact in case there is necessary communication to/from the **SECOND PARTY**.

**WHEREAS**, the **SECOND PARTY** shall follow the latest COVID-19 and other health protocols when student interns are under their care during their internship journey.

**NOW THEREFORE**, for and in consideration of the foregoing premises, the parties hereto hereby agree as follows:

#### **I. ROLES AND RESPONSIBILITIES OF PARTIES:**

##### **1. THE FIRST PARTY SHALL:**

- 1.1. Endorse topnotch students for internship in the agency by screening the qualified students interns and when circumstances allow, and where there is an absence of a pandemic or any other form of threats to both parties;