



**MEMORANDUM OF AGREEMENT
ON-THE-JOB/ STUDENT INTERNSHIP PROGRAM**

This AGREEMENT is made and entered into this 3rd day of AUGUST 2022 between:

VISAYAS STATE UNIVERSITY (VSU), an institution of higher learning established under Pres. Decree No. 470 as amended by Pres. Decree No. 700, and converted into a university by virtue of R.A. 9158 and 9437, with principal office at **Visca, Baybay City, Leyte 6521- A, Philippines**, represented by the University President, **DR. EDGARDO E. TULIN** (VSU President), duly authorized by the corporation thru a Board Resolution attached hereto as "Annex A", and hereinafter referred to as the "Higher Education Institute (HEI)";

- and -

The **DOLE PHILIPPINES, INC.**, a duly registered corporation, with principal office at **Cannery Road, Cannery Site, Polomolok, South Cotabato, Philippines** represented by **MS. JULIETA M. BURGOS** (Director for Human Resources) hereinafter referred as the "Host Training Establishment (HTE)".

Each of Higher Education Institute (HEI) and Host Training Establishment (HTE) shall be referred to individually as a "**Party**" and collectively as the "**Parties**".

WITNESSETH:

WHEREAS, an appropriate authority from Commission of Higher Education (CHED) has been issued in favor of the **VISAYAS STATE UNIVERSITY (VSU)**, authorizing the same to offer the program Bachelor of Science in Chemistry with a curriculum requirement of professional exposure or internship for a minimum of 240 hours to students enrolled in the program.

WHEREAS, **DOLE PHILIPPINES, INC.** is a duly registered corporation which is engaged in the business of Manufacturing is able, ready, and willing to accommodate the student of the HEI for the completion of their internship/on-the-job training requirement.

NOW, THEREFORE, in connection with the above premises and their mutual covenants hereinafter set fourth, the parties have agreed as follows:

1. OBLIGATION OF THE HEI

- 1.1 The HEI shall assign the list of qualified students for the on-the-job training in **DOLE PHILIPPINES, INC.** office, the names of which should be enumerated in the Endorsement letter;
- 1.2 The **VISAYAS STATE UNIVERSITY** shall Abide to the protocols of the COVID-19 pandemic, under the limited face-to-face setting as provided by the Inter-Agency Taskforce (IATF) on the Management of the Emerging and Infectious Diseases Omnibus Guidelines on the Implementation of Community Quarantine in the Philippines with its amendments, the Commission on Higher Education (CHED) and the Department of Health (DOH) have issued the **Joint Memorandum Circular No. 2021-004** otherwise known as the **Guidelines on the Gradual Reopening of Campuses of Higher Education Institutions for Limited Face-to-Face Classes During the COVID-19 Pandemic**, has its goal to promote the well-being of the interns and guarantee the quality of their learning and exposure and ensure their safety while undergoing internship;
- 1.3 The HEI shall facilitate the preparation and sending of documents requested by the **DOLE PHILIPPINES, INC.** during the application process;
- 1.4 The HEI shall coordinate with **DOLE PHILIPPINES, INC.** about the training schedule/plan (hereinafter referred to as the "Program"). This should be mutually agreed upon by both parties;
- 1.5 The HEI shall furnish the evaluation form to the **DOLE PHILIPPINES, INC.** This will be used as guidelines for the performance evaluation of the interns;
- 1.6 The HEI shall orient the interns about rules, proper attitude, behavior, and work ethics before sending them out for their practicum/ internship;
- 1.7 The HEI shall advise the interns to abide by the policies, rules and regulations implemented in **DOLE PHILIPPINES, INC.**, and any violations thereof during the training may be a ground for withdrawal of the interns from the program; and
- 1.8 The HEI shall discontinue the on-the-job training assignment of the students with **DOLE PHILIPPINES, INC.** in the event that the student violated any of the **TERMS AND CONDITIONS** of the Program and/or policies implemented in the HTE's premises.

2. OBLIGATION OF THE HTE

- 2.1 The HTE shall provide the student of the **VISAYAS STATE UNIVERSITY (VSU)** with the appropriate training program and if possible, supplement the same with related theoretical instruments based on the agreed Program;

ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES)
CITY OF TACLOBAN) S.S.

BEFORE ME, a Notary Public for and in the City of _____, personally appeared the following:

Name	Valid Identification Card No.	Date Issued	Place Issued
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EDGARDO E. TULIN	VSU ID No. V000522		
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JULIETA M. BURGOS			
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Both known to me to be the same person who executed the foregoing MEMORANDUM OF AGREEMENT and acknowledged to me that the same is the free and voluntary act and deed, and the entities they respectively represent.

This instrument consisting of four (4) pages, including the page whereon this Acknowledgement is written, has been signed on each and every page thereof by the parties and their instrumental witnesses, and sealed with my notarial seal.

WITNESS MY HAND AND NOTARIAL SEAL, this _____ day of _____, 2022 in _____, Philippines.

Notary Public

Doc. _____
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Series of 2022