



Republic of the Philippines  
Province of Davao del Norte  
Municipality of Braulio E. Dujali  
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BEFORE THE SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE THIRTIETH (30<sup>TH</sup>) REGULAR SESSION OF THE 8<sup>TH</sup> SANGGUNIANG BAYAN OF BRAULIO E. DUJALI, DAVAO DEL NORTE AND HELD AT THE SANGGUNIANG BAYAN SESSION HALL ON AUGUST 6, 2018.

PRESENT:

HON. GREGORIO S. FACULA, MDMG	- Sangguniang Bayan Member (Temporary Presiding Officer)
HON. MELFAR C. AGUILUZ	- Sangguniang Bayan Member
HON. ATTY. YASMIN V. CAMPION, REA, REB	- Sangguniang Bayan Member
HON. ADHEM F. FUNA	- Sangguniang Bayan Member
HON. RICKY T. DELCO	- Sangguniang Bayan Member
HON. NELSON C. BAER, RA	- Sangguniang Bayan Member
HON. ANNA C. CAGULADA	- Sangguniang Bayan Member
HON. EDUARDO M. ZAPATA	- Sangguniang Bayan Member
HON. ANGELITO P. ORILLOSA	- ABC Pres./Ex-Officio Member
HON. FRANCISCO D. BUCADON	- IPMR/Ex-Officio Member
HON DEXTER G. MENDIO	- SKF Pres./Ex-Officio Member

ON OFFICIAL BUSINESS:

HON. DONNA MAE B. BERNADAS, Ed.D.	- Vice Mayor & Presiding Officer
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ABSENT:

NONE

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**RESOLUTION NO. 2018-125**

Sponsor: Hon. Nelson C. Baer, RA

Co-Sponsors: Hon. Melfar C. Aguiluz, Hon. Atty. Yasmin V. Campion, REA, REB, Hon. Eduardo M. Zapata, Hon. Ricky T. Delco, Hon. Anna C. Cagulada, Hon. Dexter G. Mendio, Hon. Angelito P. Orillosa, Hon. Adhem F. Funa, Hon. Francisco D. Bucadon,

**GRANTING AUTHORITY TO ATTY. LEAH MARIE MORAL-ROMANO, MUNICIPAL MAYOR TO SIGN IN THE MEMORANDUM OF AGREEMENT BY AND BETWEEN THE ANTONIO V. FRUTO, SR. NATIONAL HIGH SCHOOL AND THE MUNICIPALITY OF BRAULIO E. DUJALI IN CONNECTION WITH THE WORK IMMERSION PARTNERSHIP FOR THE SCHOOL YEAR 2018-2019**

WHEREAS, letter dated July 19, 2018 of Atty. Leah Marie Moral-Romano, Municipal Mayor addressed to the Honorable Sangguniang Bayan Members thru Hon. Donna Mae Baldonado-Bernadas, Ed.D, Municipal Vice Mayor requesting for an authority to sign into Memorandum of Agreement (MOA) by and between Antonio V. Fruto Sr. National High School and LGU of Braulio E. Dujali was forwarded to this level and later referred to the committee, for study;

WHEREAS, during the conduct of Committee hearing/meeting it was found out that the said MOA for Work Immersion Partnership is intended for the School Year 2018-2019 particularly for 26 students under TVL-AFA Agri-Crop Production and 4 students under GAS-Computer System Servicing good for 160 working hours (20 days), to which this body is amenable, and other details of the MOA stated as follows:

**MEMORANDUM OF AGREEMENT FOR WORK IMMERSION PARTNERSHIP**

This Memorandum of Agreement is entered into this \_\_\_\_\_ day of July, 2018 in Dujali, Braulio E. Dujali, Davao del Norte by and between:

The **ANTONIO V. FRUTO SR. NATIONAL HIGH SCHOOL**, with School Identification Number 341418 a public high school, with principal address at Cabayangan, Braulio E. Dujali, Davao del Norte, represented in this Agreement by its School Head, **DOMINADOR P. ALAGDON JR.** Filipino of legal age, and herein after referred to as the SCHOOL;

-and-

The **MUNICIPALITY OF BRAULIO E. DUJALI**, of the Republic of the Philippines, with principal address at Dujali, Braulio E. Dujali, Davao del Norte, represented in this Agreement by its Municipal Mayor, **ATTY. LEAH MARIE MORAL-ROMANO**, Filipino, of legal age, and herein after referred to as the "LGU".

WITNESSETH:

**WHEREAS**, the Department of Education of the Philippines, hereinafter referred to as "DepEd", is the primary government instrumentality mandated to formulate, implement, and coordinate policies, plans, programs, and projects in the areas of formal and non-formal basic education; supervise all elementary and secondary education institutions, including alternative learning systems, both public and private; and provide for the establishment maintenance of a complete, adequate, and integrated system of basic education relevant to the goals of national development;

**WHEREAS**, DepEd has introduced the K to 12 basic education reform program that includes Senior High School, hereinafter referred to as "SHS", with the major objective of insuring that graduates of basic education are ready for employment, entrepreneurship, and higher learning.

**WHEREAS**, the SHS curriculum can be customized at the local levels to take into consideration the needs of local industries and the labor market;

**WHEREAS**, DepEd believes that for the effective delivery of SHS instruction, there is a need for school-industry partnerships that will provide the school the necessary expertise and venue for practical, on-the-job, enterprise-based training for SHS learners;

**WHEREAS**, DepEd will start full implementation of SHS in School Year 2016-2017;

**WHEREAS**, the SCHOOL is among those that will offer SHS to students in the community to carry out DepEd's objectives for SHS as spelled out above;

**WHEREAS**, to achieve this objective, the SCHOOL needs to enter into a Work Immersion Partnership with the LGU;

**WHEREAS**, the LGU operates in the area where the School is located and has offices, facilities, project sites, and expertise that it can make available to the School for purposes of student Work Immersion.

**WHEREAS**, the LGU considers going into a work immersion partnership with the school as a part of its mission to create a positive impact on the community, especially the young people.

**WHEREAS**, the institutionalization and implementation of the K to 12 program is among the priority programs of the Government for promoting inclusive growth.

**WHEREAS**, the LGU is encouraged to fully support the successful implementation of the K to 12 Program of the Department of Education as stated in Paragraph 4, Section 2 of the Republic Act 9155 or "Governance of Basic Education Act of 2001";

**WHEREAS**, the LGU recognizes the need for a Work Immersion environment that is safe for the students and teachers, and conducive to learning, and has the capability to provide these;

**WHEREAS**, the SCHOOL and the LGU, hereinafter collectively referred to as "the PARTIES", undertake to collaborate for the successful implementation of the SHS in Municipality of Braulio E. Dujali, Davao del Norte cognizant of the need for special protection of the child and with the best interest of the SHS learner at heart;

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

### **DESCRIPTION OF THE WORK IMMERSION PROGRAM**

With the passage of the Enhanced Basic Education Act of 2013 or Republic Act 10533, DepEd was tasked to implement the K to 12 Program, essentially adding two (2) years of specialization within the Basic Educational System;

DepEd designed the implement of RA 10533 within the framework of increased community involvement in the learner's experience;

With this premise, DepEd offers venues for various stakeholders to participate in the implementation of RA 10533 and, the same offer, accepted by the PARTIES herein;

The Work Immersion Program is one of the course requirements for graduation. A SHS student has to undergo Work Immersion in a business organization or establishment with work requirements related to the specialization. Through Work Immersion, the students are exposed to and are familiarized with the world-related environment related to their field of specialization. Specially, the students are able to:

1. Appreciate the importance and application of the principles and theories learned in school.
2. Enhance their technical knowledge and skills.
3. Enrich their skills in communications and human relations.
4. Develop good work habits, attitudes, appreciation, and respect for work.

### **I. OBJECTIVES OF THE WORK IMMERSION PARTNERSHIP**

The Work Immersion Partnership has the following objectives:

1. To supplement the formal curriculum of the SHS program with special inputs coming from the LGU experts and practitioners in order to make the SHS program aligned and consistent with work standards.
2. To develop in the students of the SHS programs the knowledge and skills that are relevant to the needs of the job market in the areas.
3. To provide SHS students relevant learning experiences by exposing them to the actual workplace setting.

4. To form Work Immersion Partnership between the SCHOOL and the LGU, allowing the students, faculty and staff of the schools concerned the use of the access to the LGU workplace and equipment as part of their Work Immersion Program.

## **II. RESPONSIBILITIES OF THE PARTIES**

### **A. Joint Responsibilities**

Both the SCHOOL and the LGU shall:

1. Create a joint working group that will prepare the action plan to operationalize the partnership.
2. Form a joint steering committee to monitor the progress of the partnership and to make sure that the provisions of this Memorandum of Agreement (MOA) are met.
3. Adhere to all laws, memoranda and circulars especially those pertaining to child protection as provided for in the Guidelines for Work Immersion.
4. Develop the students' Work Immersion module specifying goals and objectives, desired outcomes of the program and how these outcomes will be achieved, also noting the specific knowledge, skills, attitudes and competencies that the student should acquire after completing the program.
5. Develop a Work Immersion Daily Schedule of Activities that will be followed by the students during the whole duration of the Work Immersion inside the LGU.
6. Formulate local school work immersion policies and guidelines on selection, placement, monitoring and assessment of students (immersion participants), in order to ensure that each student is assigned to an immersion partner matched to his/her desired track, qualifications and aptitude.

### **B. Responsibilities of the School**

The SCHOOL shall:

1. Identify and indicate the SHS track/s, strand/s and/or specialization/s which will be the subject of the partnership.
2. Make the needed adjustments to contextualize the SHS subjects based on inputs coming from the LGU.
3. Designate a person who will be in charge of coordinating with the LGU and supervising the activities of the students for the duration of the Work Immersion Program.
4. Provide insurance coverage for learners during the Work Immersion Program.
5. Continue to exercise its Special Parental Authority under the Family Code over the Senior High School student under immersion in the premises of the partner.
6. Monitor each student's progress throughout the duration of the entire work immersion program so as to make sure that the tasks assigned to each student are

meaningful, challenging and applicable to his/her particular programs and are able to maximize the quality of the learning experience.

7. Provide the LGU an evaluation tool for the student's immersion performance.
8. Issue a final grade to the student upon completion of the requirements within the prescribed period.
9. Ensure that the student will adhere to the non- disclosure policies of the LGU as agreed to by the SCHOOL.
10. Provide signed Consent forms from the parents as applicable.
11. Provide the LGU a Certificate of Participation in the SHS program for whatever purpose it may serve.
12. Execute a deed of acceptance as a way of recognizing and acknowledging the donation/s received from the LGU.

C. The LGU shall:

1. Assign a competent Immersion Coordinator from the LGU to liaise with the School and supervise the students without prejudice to the special parental authority of the school, its administrators and teachers for the duration of the work immersion program so as to ensure efficient implementation of all stages of the program.
2. Provide inputs into the curriculum through the discussions or workshops that DepEd will organize.
3. Lend its expertise by making available its resident resource persons to provide training to the students.
4. Allow the students to be deployed to the different sections/department/project sites of the LGU based on the Work Immersion Daily Schedule of Activities.
5. Agree to the required number of hours of the immersion program set under the DepEd SHS curriculum.
6. Provide immersion opportunities for **26 students under TVL- AFA Agri- Crop Production and 2 students under GAS- Computer System Servicing good for 160 working hours (20 days) School Year 2018-2019.**
7. Provide students with an orientation about the LGU, the job as well as expose them to the various stakeholders of the community in which it operates for the students to get a holistic understanding of the LGU.
8. Similarly ensure that students undergo training related to their course and provide the students with work or activities listed in the prescribed template for the Immersion Program of Activities.
9. Make its workplace and facilities available to students and teachers, and shall similarly take all necessary action to ensure the safety of students within their areas of operation at all times, which shall include, but shall not be limited to, the provision for personal Protective Equipment (PPE), if applicable. Ensure that the students will not be

exposed to hazardous materials and working environment throughout the duration of the immersion.

10. Evaluate student's performance in the immersion venue by accomplishing provided evaluation tool.

11. Issue a Certificate of Completion to the student trainees upon satisfactory compliance with all requirements of the program.

12. Execute a deed of donation in favor of DepEd for the completed Work Immersion Partnership.

### **III. EFFECTIVITY**

This Agreement shall hold for the duration of the 2018-2019 Academic School Year and is renewable every year. The LGU and the SCHOOL shall submit their intention for renewal of this agreement through formal notice within thirty (30) days before the expiration of this Agreement.

The LGU and the SCHOOL reserve their respective rights to terminate their participation in the agreement through formal written notice within (30) days before the effectivity of the termination. Both parties shall turn over all deliverables agreed thereto in the Work Immersion Program. Termination shall be subject to the mutual agreement between the parties.

A material breach of the Work Immersion Guidelines and/or this MOA shall constitute a ground for termination of the MOA, in whole or in part, by the aggrieved party, without prejudice to other legal remedies.

### **IV. LIABILITY**

The school, its administrator, and teachers exercising authority and supervision over the Senior High School Student undergoing immersion in the premises of the partner may be held accountable for the student's acts.

Each party shall answer for losses and damages arising from any accident, act, or omission directly attributable to its fault or negligence, which may cause death or bodily injury to any persons, or loss or damage to property, by or on account of the performance of the respective obligations by the parties pursuant to this Agreement. Such responsibility shall continue to remain that of the responsible party's even after the termination of this agreement, if such losses and damages were incurred during the effectivity of this agreement.

DepEd shall not be liable for opportunity losses of the LGU during the duration and after the termination of this agreement.

### **V. NONDISCLOSURE PROVISION**

It is expressly understood by DepED and the students that all information on technology, manufacturing, process, process standards, quality assurance methodologies, quality standards, production capabilities, raw material purchasing, marketing, finance, and all other related documents, manuals, and operational and technical matters that the LGU shall make available to them shall be used for the sole purpose of student training. All of these matters are classified as confidential in nature and proprietary to the LGU, and thereby each

student hereby undertakes to prevent transfer of such information by any of its members to any party outside of the LGU.

## **VI. OWNERSHIP OF OUTPUT AND INTELLECTUAL PROPERTY**

Intellectual properties developed by the student as part of his or her regular Work Immersion duties in the LGU and their corresponding copyrights and/or patents shall belong to the LGU.

Intellectual properties developed by the student outside of his or her regular Work Immersion duties in the LGU and their corresponding copyrights and/or patents shall belong to the student, even if the student used the time, facilities, materials of the LGU, unless otherwise stipulated in a separate agreement between the student and his or her parent or guardian and the LGU.

The above provisions shall apply in proportion to the intellectual properties developed by the student in case intellectual property is jointly developed by the student with an employee or personnel of the LGU, unless otherwise stipulated in a separate agreement between the student and his or her parent or guardian and the LGU.

## **VII. OTHER PROVISIONS**

It is expressly understood by the PARTIES that the LGU is not obliged to pay wage or salary since no employer-employee relationship exists between them. However, the LGU is not precluded from providing the student with any monetary or financial assistance in the form of transportation fee, food allowance, etc.

In determining the existence of an employer-employee relationship, the following elements are considered: (1) the power to hire; (2) the payment of wages; (3) the power to dismiss; and (4) the power to control the employee's conduct, with the control test generally assuming primacy in the overall consideration.

No employer-employee relationship exists between the student and the partner in Work Immersion if all the following criteria are met:

1. The training, even though it includes actual operation of the employer's facilities, is similar to training provided in an educational program.
2. The training is for the benefit of the student.
3. The student does not displace regular employees, and works under close supervision.
4. The students are not entitled to a job at the conclusion of the training period and re free to take jobs elsewhere in the same field.
5. Any clinical training is performed under the supervision and direction of the people who are knowledgeable and experienced in the activity.
6. The training is general, and qualifies the student to work in any similar business. It is not designed specifically for a job with employer that offers the program.

7. The screening process for the Immersion program is not the same as that for employment, and does not appear to be for that purpose. The screening only uses criteria relevant for admission to an independent educational program.

8. Advertisements, posting, or solicitations for the program clearly discuss education or training, rather than employment, although employers may indicate that qualified graduates may be considered for employment.

FOR THE SCHOOL

FOR THE LGU

**DOMINADOR P. ALAGDON JR.**  
Secondary School Principal II

**ATTY. LEAH MARIE MORAL –ROMANO**  
Municipal Mayor

SIGNED IN THE PRESENCE OF:

**MIRALYN M. BOCOBO**  
Representative of the Institution

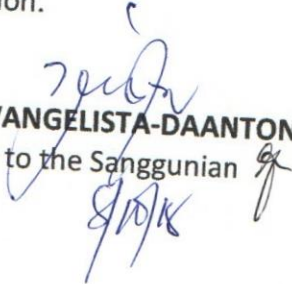
**ROGER P. AGUACITO**  
Representative of the Industry Partner

WHEREFORE, on motion of Hon. Eduardo M. Zapata, duly seconded by all members, it is hereby;

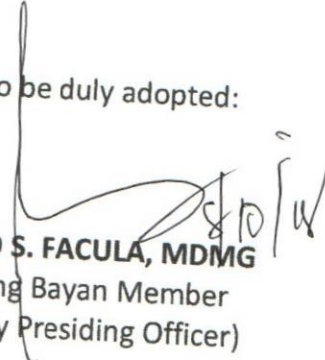
**RESOLVED TO GRANT AS THIS BODY HEREBY GRANTS AUTHORITY TO ATTY. LEAH MARIE MORAL-ROMANO, MUNICIPAL MAYOR TO SIGN IN THE MEMORANDUM OF AGREEMENT BY AND BETWEEN THE ANTONIO V. FRUTO, SR. NATIONAL HIGH SCHOOL AND THE MUNICIPALITY OF BRAULIO E. DUJALI IN CONNECTION WITH THE WORK IMMERSION PARTNERSHIP FOR THE SCHOOL YEAR 2018-2019**

CARRIED.

I HEREBY CERTIFY to the correctness of the foregoing resolution.

  
**JULIET EVANGELISTA-DAANTON**  
Secretary to the Sanggunian  
(MGDH I)

Attested to be duly adopted:

  
**GREGORIO S. FACULA, MDMG**  
Sangguniang Bayan Member  
(Temporary Presiding Officer)