



Republic of the Philippines  
Province of Iloilo  
Municipality of Tigbauan

**Office of the Sangguniang Bayan**

Tigbauan Municipal Hall, Tigbauan, Iloilo 5021 Philippines  
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EXCERPT FROM THE MINUTES OF THE 6<sup>th</sup> REGULAR SESSION OF THE HONORABLE SANGGUNIANG BAYAN, TIGBAUAN, ILOILO HELD AT THE S.B. SESSION HALL, TIGBAUAN MUNICIPAL BUILDING, TIGBAUAN, ILOILO ON FEBRUARY 17, 2016 AT 1:35 IN THE AFTERNOON

**PRESENT:**

HON. VIRGILIO T. TERUEL,	-	Acting Vice Mayor & Pres. Officer
HON. JOSE DONEL T. TRASPORTO	-	S.B. Member
HON. RENEE LIBRODO-VALENCIA,	-	S.B. Member
HON. MARLON TERUÑEZ	-	S.B. Member
HON. MA. GERRYLIN SANTUYO-CAMPOSAGRADO,	-	S.B. Member
HON. SUZETTE MARIE HILADO-BANNO,	-	S.B. Member
HON. RICKY T. NULADA	-	S.B. Member
HON. ARIEL I. BERNARDO	-	S.B. Member
HON. RONNIE T. PAGUNTALAN,	-	Liga President

**OFFICIAL BUSINESS:**

HON. ROEL T. JARINA - Vice Mayor

*(To attend the Vice Mayor's League of the Phil. 1<sup>st</sup> Quarter Nat'l. Executive Board Meeting & Awarding Ceremonies of the Three- Termer Vice Mayors on Feb. 15-17, 2016 at Diamond Hotel in Manila.)*

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**Resolution No. 2016-028**

RESOLUTION AUTHORIZING THE MUNICIPAL MAYOR, ATTY. SUZETTE TENEFRANCIA-ALQUISADA, FOR AND IN BEHALF OF THE MUNICIPALITY OF TIGBAUAN, TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH THE DEPARTMENT OF LABOR AND EMPLOYMENT (DOLE) FOR THE IMPLEMENTATION OF DOLE-GIP OR DOLE-GOVERNMENT INTERNSHIP PROGRAM.

**WHEREAS**, the DOLE through RO 6, the GIP Partner/Employer has agreed to enter into an understanding for the purpose of achieving the goals of the Government Internship Program of the DOLE, that is, to provide opportunities and engage young workers to serve the general public in government agencies/entities' at the national and local level;

**WHEREAS**, the DOLE through RO 6, as the implementor of the GIP undertakes to provide and assign the interns-beneficiaries to the GIP Partner/Employer's office to perform tasks and duties within those prescribed under Administrative Order No. 39-A, series of 2014;

**WHEREAS**, this Memorandum of Understanding is executed to set forth the duties and obligations of the parties hereto, including the terms and conditions of the MOU with respect to the implementation of the DOLE-GIP.

**PURPOSE:**

1. *To implement the DOLE-GIP in cooperation and partnership with other government agencies, and instrumentalities to promote the youth's exposure to public service.*

**OBLIGATIONS OF DOLE-RO:**

1. *To provide a number of intern/s available to handle the required tasks and duties as requested by the GIP Partner/Employer; and*
2. *To process and pay the stipend/allowance of the intern equivalent to 75% of the existing minimum wage for the services rendered to the GIP Partner/Employer;*

- 3. To process and remit the one-time payment of contribution/premium of the intern to the GSIS;
- 4. To adopt a scheme/method in processing the payment of the intern’s stipend/allowance using any mode/form of payment most efficient and/or expeditious for the intern’s benefit; and
- 5. Issue and transmit to the GIP Partner/Employer the identification card/ID of the intern indicating that he/she is an avalee/beneficiary of the DOLE-GIP.

OBLIGATIONS OF GIP PARTNER/EMPLOYER

In addition to applicable labor rules and regulations, the GIP-Partner/Employer shall:

- 1. Ensure that the Intern will not be exposed to any hazardous undertaking/s specifically provided under the Anti-Child Labor Law and other pertinent laws relevant thereto;
- 2. Submit to the DOLE-RO the time record of the intern at least two (2) days before, the 15<sup>th</sup> and 30<sup>th</sup> of the month for the processing of payment of the intern’s allowance;
- 3. Submit a report to the DOLE-RO, a complete and/or updated record of all the interns assigned in their office/department. A special report shall be submitted to the DOLE-RO, in case of termination of the intern prior to the completion of the six-month internship agreement, same with the intern’s voluntary termination of the same, specifically stating the reasons for such termination. The report shall be duly signed by the immediate supervisor of the intern/s.

This **MEMORANDUM OF UNDERSTANDING** shall take effect on the date signed by the parties herein until the completion of all interns assigned to the GIP Partner/ Employer of their six-month Internship Agreement with the Department of Labor and Employment Regional Office 6 through the Regional Director Ponciano M. Ligutom.


**NOW THEREFORE**, on motion of HON. MARLON R. TERUÑEZ, Chairman, Committee on Labor & Employment, and duly seconded by Hon. Jose Donel Trasporto, Hon. Renee Librodo-Valencia, Hon. Ma. Gerrylin Santuyo-Camposagrado, Hon. Suzette Marie Hilado-Banno, Hon. Ricky Nulada, Hon. Ariel Bernardo and Hon. Ronnie Paguntalan;

**RESOLVED**, to authorize the Municipal Mayor, Atty. Suzette Tenefrancia-Alquisada, For And In Behalf Of The Municipality Of Tigbauan, To Enter Into A Memorandum Of Understanding With The Department Of Labor And Employment (DOLE) For The Implementation Of DOLE-GIP or DOLE-Government Internship Program,

**RESOLVED FURTHER**, to furnish copies of this resolution to all concerned for their information and/or appropriate action.

APPROVED.

CERTIFIED CORRECT:

  
**MARLENE TAYO-NAVA**  
S.B. Secretary

ATTESTED:

  
**VIRGILIO T. TERUEL**  
Acting Vice Mayor & Presiding Officer  
(as per Office Order No. 2016-002)

HON. ROEL T. JARINA, M.D.  
Municipal Vice Mayor

Sangguniang Bayan Members:

- |  |   |                                    |
|--|---|------------------------------------|
| Hon. Jose Donel T. Trasporto, Lawyer   | Hon. Marlon R. Teruñez, Ph.D.           | Hon. Ricky T. Nulada               |
| Hon. Renee Librodo- Valencia, CPA,MBMM | Hon. Ma. Gerrylin Santuyo- Camposagrado | Hon. Ariel I. Bernardo             |
| Hon. Virgilio T. Teruel, Lawyer        | Hon. Suzette Marie Hilado-Banno, M.D.   | Hon. Ronnie Paguntalan (LnB-Pres.) |

“Public office is a public trust. Public Officials must at all times be accountable to the people.”