



REPUBLIC OF THE PHILIPPINES
REGION VI-WESTERN VISAYAS
PROVINCE OF ILOILO
MUNICIPALITY OF TIGBAUAN

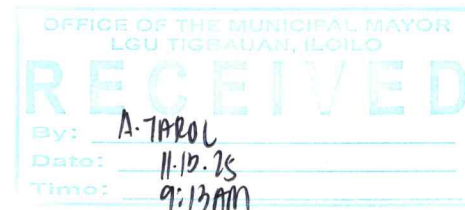
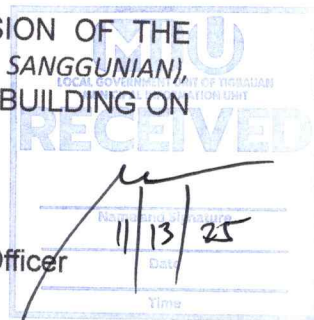
EXCERPT FROM THE MINUTES OF THE CY 2025 – 46th REGULAR SESSION OF THE HONORABLE SANGGUNIANG BAYAN (19th REGULAR SESSION OF THE 2025-2028 SANGGUNIANG), TIGBAUAN, ILOILO HELD AT THE S.B. SESSION HALL, TIGBAUAN MUNICIPAL BUILDING ON NOVEMBER 12, 2025 AT 9:15 IN THE MORNING

PRESENT:

HON. LUGEN T. ORTILANO,	-	Vice Mayor & Presiding Officer
HON. PINKY A. JARINA	-	SB Member
HON. GENE ROSE C. CANAYA	-	SB Member
HON. ADRIAN S. CAMPOSAGRADO	-	SB Member
HON. JOEL L. SAYSON	-	SB Member
HON. MARLON R. TERUÑEZ	-	SB Member
HON. NORA ROSE T. TUBIANO	-	SB Member
HON. REYNALDO E. TUMABOTABO	-	SB Member
HON. NORBERTO T. TURALBA	-	SB Member
HON. FLORENCE JOY V. CABALONGA	-	SKMF President

ABSENT:

HON. LORNA T. DOMINGO	-	Liga President
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HUMAN RESOURCE MANAGEMENT OFFICE
LGU TIGBAUAN, ILOILO



By: A. CABALONGA
Date: 11-12-25
Time: (Special Priv. Leave) 9:10 AM

Resolution No. 2025-169

RESOLUTION AUTHORIZING THE MUNICIPAL MAYOR, ATTY. VIRGILIO T. TERUEL, FOR AND IN BEHALF OF THE MUNICIPALITY OF TIGBAUAN TO ENTER INTO A MEMORANDUM OF AGREEMENT (MOA) WITH THE UNIVERSITY OF SAN AGUSTIN, ILOILO CITY FOR THE IMPLEMENTATION OF WORK IMMERSION PROGRAM OF STUDENTS

WHEREAS, in a letter dated November 3, 2025, the Local Chief Executive requested this Sangguniang Bayan for the URGENT passage of a "Resolution Authorizing The Municipal Mayor, Atty. Virgilio T. Teruel, For And In Behalf Of The Municipality Of Tigbauan To Enter Into A Memorandum Of Agreement (MOA) With The University Of San Agustin, Iloilo City For The Implementation Of Work Immersion Program Of Students";

WHEREAS, said **Memorandum of Agreement** shall be made and entered into by, and between the following parties:

- **LOCAL GOVERNMENT UNIT OF TIGBAUAN, ILOILO**, a government entity duly organized and existing under the laws of the Republic of the Philippines, with address at the Tigbauan, Iloilo, hereinafter referred to as the HOST TRAINING ESTABLISHMENT, duly represented by its Municipal Mayor, **ATTY. VIRGILIO T. TERUEL**, of legal age, Filipino, and a resident of Tigbauan, Iloilo; and
- **UNIVERSITY OF SAN AGUSTIN, INC.**, a non-stock, non-profit educational institution duly organized and existing under the laws of the Republic of the Philippines, with office at General Luna Street, Iloilo City, hereinafter referred to as the UNIVERSITY, duly represented by the Acting Principal of the Senior High School Department, University of San Agustin, **CLAUDETTE C. PARACALE**, of legal age, Filipino, and a resident of University of San Agustin Senior High School Department;

WHEREAS, Section 444 (b)(1)(vi) of Republic Act No. 7160, otherwise known as the Local Government Code of 1991, empowers the Sangguniang Bayan to approve resolutions authorizing the municipal mayor to enter into contracts and agreements on behalf of the municipality;

WHEREAS, the partnership between academic institutions and local government units is encouraged under national education and development policies to strengthen experiential learning and institutional linkages;

WHEREAS, providing opportunities for students to engage in real-life professional settings complements academic instruction and equips them with essential soft skills, such as teamwork, time management, and problem-solving;

WHEREAS, the Municipality of Tigbauan recognizes the vital role of education in national development and supports academic initiatives that contribute to human capital development and community growth;

WHEREAS, the Company has the facilities and/or expertise to provide occupational experience to student trainees to enhance their competence in their chosen field of endeavor as part of its efforts to help community development and cultivate a pool from which the Company may possibly recruit its needed personnel in the future;

WHEREAS, for and in consideration of the foregoing premises, the PARTIES have mutually agreed to enter into a Memorandum of Agreement (MOA) for the Work Immersion Program, based on the following terms and conditions:

I. RESPONSIBILITIES OF THE HOST TRAINING ESTABLISHMENT:

The HOST TRAINING ESTABLISHMENT shall:

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1. Conduct orientation/interview to student-interns on the policy and requirements of the industry/company;
 2. Provide practical and effective training to qualify the student-interns for manpower needs of the industry;
 3. Designate from among its employees a Host Training Establishment Supervisor who will be assigned the following responsibilities:
 - a. Serve as mentor to the student-interns;
 - b. Give the student-interns course-related work assignments;
 - c. Expose the student-interns to learning experience on actual operations and management and real business situations, thus enabling the students to analyze and apply relevant solutions to the problems;
 - d. Arrange a conference with the Training Coordinator when student-intern problem arises; and
 - e. Observe and evaluate the work performance of the student-interns.
 4. Work out a training program and schedule of activities for the student-interns participating in the practicum program with the Training Coordinator of the HOST TRAINING ESTABLISHMENT;
 5. Not assign the student-interns on graveyard shift, outside office premises, or out of town trips without the consent of the Dean and the parents;
 6. Agree to fix dates of the practicum program in such a way as not to conflict with the class schedules, if any, as provided by the UNIVERSITY;
 7. Issue certificates of completion to student-interns who finished the practicum training program;
 8. Confer with the Training Coordinator regarding student-interns' performance; and
 9. Observe the requirements of RA 10173 or the Data Privacy Act.

II. RESPONSIBILITIES OF THE UNIVERSITY:

The UNIVERSITY shall:

1. Design a standardized training program specifying the knowledge and skills that the student-interns shall have ideally acquired in the course of the practicum program;
2. Conduct an orientation seminar prior to the practicum proper;
3. Designate a Training Coordinator who will supervise the practicum program and coordinate with the HOST TRAINING ESTABLISHMENT regarding various activities under this program including assisting in student evaluation and resolving any dispute which may arise during the training period;
4. Provide a mechanism for the evaluation of the program as well as its participants;
5. Provide the HOST TRAINING ESTABLISHMENT with the list of the names of the participating students, hereto attached as Annex A, a copy of the current guidelines on the practicum program, the nature of the educational assignments of each student, the dates when the students are supposed to report for their assigned tasks and the total number of training hours required under the program;
6. Monitor the activities and performance of the practicum students through the Training Coordinator;
7. Undertake to withdraw its endorsement in favor of any student-intern who, through commission of specific acts, and after due investigation, will prove to be unfit to continue the practicum training program, for the purpose of averting personal harm or injury to a fellow student-intern or to anyone employed with the HOST TRAINING ESTABLISHMENT, and/or potential damage to property;

8. Observe the requirements of RA 10173 or the Data Privacy Act.

III. RESPONSIBILITIES OF THE STUDENT-INTERNS:

1. Observe the rules and regulations of the HOST TRAINING ESTABLISHMENT;
2. Apply classroom theories and principles to actual situations;
3. Comply with all the requirements of the practicum program;
4. Observe confidentiality of the HOST TRAINING ESTABLISHMENT's business secrets and all information that is understood to be confidential; and
5. In the event that the HOST TRAINING ESTABLISHMENT requires the student-intern to conduct activities outside the UNIVERSITY premises, the student-intern shall secure a waiver signed by the parents declaring the UNIVERSITY free and harmless from all claims, liabilities, and demands of any kind and nature by reason of an injury and damage.

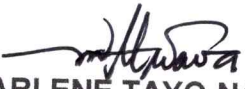
NOW THEREFORE, on motion of HON. NORA ROSE T. TUBIANO, Chairperson of the Committee on Education, Science and Technology, and duly seconded by Hon. Pinky A. Jarina, Hon. Gene Rose C. Canaya, Hon. Adrian S. Camposagrado, Hon. Joel L. Sayson, Hon. Marlon R. Teruñez, Hon. Reynaldo E. Tumabotabo, Hon. Norberto T. Turalba and Hon. Florence Joy V. Cabalonga,

BE IT RESOLVED, AS IT IS HEREBY RESOLVED by the Sangguniang Bayan of Tigbauan to authorize the Municipal Mayor, Atty. Virgilio T. Teruel, for and in behalf of the Municipality of Tigbauan to enter into a Memorandum of Agreement (MOA) with the University of San Agustin, Iloilo City for the implementation of Work Immersion Program of Students;

RESOLVED FURTHER, to forward copies of this Resolution to Hon. Virgilio T. Teruel, Municipal Mayor, to the Human Resource Management Office (HRMO), to the University of San Agustin and all concerned for their information.

APPROVED.

CERTIFIED CORRECT:


MARLENE TAYO-NAVA
SB Secretary

ATTESTED:


LUGEN T. ORTILANO
Vice Mayor & Presiding Officer

OFFICE OF THE SANGGUNIANG BAYAN
2/F Tigbauan Municipal Hall, Tejero St., Tigbauan, Iloilo 5021 Philippines

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 Sangguniang Bayan Tigbauan

HON. LUGEN T. ORTILANO, *Municipal Vice Mayor*

SANGGUNIANG BAYAN MEMBERS

HON. PINKY ATADERO-JARINA, <i>MD Pediatrician</i>	HON. MARLON R. TERUÑEZ, <i>PhD</i>
HON. GENE ROSE C. CANAYA, <i>Lawyer</i>	HON. NORA ROSE TAMONAN-TUBIANO
HON. ADRIAN S. CAMPOSAGRADO	HON. REYNALDO E. TUMABOTABO
HON. JOEL L. SAYSON	HON. NORBERTO T. TURALBA

HON. LORNA T. DOMINGO, *LNB President*
HON FLORENCE JOY V. CABALONGA, *SKMF President*

