Narrative/Documentation Report

Project Title:	Blood Pressure Taking (Zumba – 30th Nursing 30th Anniversary)
Date:	February 8, 2024
Time:	6:30 AM
Team Composition:	
Lead Organizer:	Jaylord S. Saragosala II
Project Staff/Members:	Geraldine Ferreras Elery Michelle Quiben Maria Murtle Ellah Vaquilar

Narrative

One of the vital roles of nurses is to safeguard the health of the community. Their skills in physical assessment and vital signs taking are needed to determine the ability of a person to engage in an activity which involves physical exertion.

This activity is in line with SDG 3 (Good Health and Well-Being) which is to ensure healthy lives and promote well-being for all at all ages. One of the ways to ensure a healthy lifestyle is exercise. Zumba has been one of the top fitness trends which engages a large population to dance. Not only does it involve exercise but also enjoyment with its lively music. However, not everyone is fit to join this structured physical activity. Thus, it is important to carefully assess the participants before joining the workout.

On February 8, 2025, the Nursing Department celebrated its 30th anniversary. One of its activities is a Zumba Event which was held at the Tonus Gymnasium. The BSN 4 students were assigned to take a blood pressure of every participant before starting the event. The event accommodated ____ participants who are teachers, students, and visitors from other departments.

The activity was made successful because of the dedication of the nursing community especially the 22 faculty members and 161 BSN 4 students who contributed their skills and time for the welfare of all the participants in this activity. This blood-pressure taking activity ensured that all participants are fit to join the Zumba event.

Documentation



A BSN4 student taking the blood pressure of a student participant



Nursing Student taking vital signs



Nursing students ensuring that participant is fit before the event

Prepared by:	MARIA MURTLE ELLAH R. VAQUILAR, RN, MSN
Date Submitted:	February 8, 2025

Note:
**Append the list of extensionists/participants*
**Append the list of donors*

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Documentation



A BSN4 student taking the blood pressure of a student participant



Nursing Student taking vital signs



Nursing students ensuring that participant is fit before the event

Prepared by:	MARIA MURTLE ELLAH R. VAQUILAR, RN, MSN
Date Submitted:	February 8, 2025

Note:
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Narrative/Documentation Report

Project Title:	FlouriSHANS: Where Kids Flourish
Date:	February 9, 2025
Time:	
Team Composition:	
Lead Organizer:	
Project Staff/Members:	HNSCC Officers

Narrative

On February 9, 2025, the School of Health and Natural Sciences (SHANS) brought its mission of service and education to life through a heartfelt outreach activity in the rural community of Appad Bonfal, Bayombong, Nueva Vizcaya. Spearheaded by the dedicated officers of the Health and Natural Sciences Student Central Council (HNSCC) and supported by an enthusiastic team of volunteers, the event unfolded with energy, compassion, and a deep commitment to making a lasting impact.

Children gathered with wide eyes and eager smiles as the SHANS team led interactive sessions centered on the importance of personal hygiene, lessons that extended far beyond handwashing and cleanliness. Through engaging storytelling, demonstrations, and group activities, the children learned how simple daily habits could protect their health, boost their confidence, and pave the way for a brighter, healthier future.

To reinforce these lessons, health kits containing essential hygiene items were distributed to around 50 children, providing them with the tools they needed to put their new knowledge into practice. The joy on the children's faces as they received their kits reflected more than just excitement, it showed a spark of empowerment and hope.

More than just an educational effort, the outreach fostered a spirit of unity between SHANS and the community, reminding everyone that well-being begins with awareness, continues with action, and thrives through compassion. It was a day marked not only by learning, but by connection, care, and the promise of a healthier tomorrow.

Documentation









Prepared by:	
Date Submitted:	

Narrative/Documentation Report

Project Title:	ZUMBA FOR LIFE: DANCE FOR A KIDNEY
Date:	March 2, 2025
Time:	5:00AM
Team Composition:	
Lead Organizer:	Mrs. Geraldine Y. Ferreras
Project Staff/Members:	Maria Murtle Ellah Vaquilar Sherylou Benig Leycel Marzan Elery Michelle Quiben Thelma Delos Reyes Janice Asuit Molly Guerrero Joshua Adzuara John Matthew Nicolas Jaylord Saragosala

Narrative

The "Zumba for a Cause" event, organized by the School of Health and Natural Sciences (SHANS) Nursing Department on March 2, 2025, at the SMU Oval, aimed to support the kidney transplant of Miss Princess Gem Hernandez, a valued nursing faculty member. Beyond raising funds, the activity sought to foster social interaction, promote a healthy lifestyle, increase awareness of chronic kidney disease (CKD) and its complications, improve cardiovascular health among participants, and combat the growing prevalence of CKD cases.

According to the World Health Organization (2024), kidney diseases were ranked as the ninth leading cause of death globally in 2021. While genetics play a role, maintaining a healthy lifestyle is crucial in preventing kidney-related illnesses.

The event, attended by participants from various departments, featured an hour of lively and enthusiastic dancing as participants grooved to the rhythm of the music. It served as an essential milestone for SHANS-Nursing Department in advancing the Sustainable Development Goals of Good Health and Well-Being. Not only did it aid in saving lives, but it also raised awareness about kidney diseases and promoted cardiovascular health.

This accomplishment was made possible thanks to the unity demonstrated by SHANS and the greater Marian community. With the unwavering support received, the activity successfully raised ₱85,150.00 to contribute to Miss Hernandez's kidney transplant. Special recognition is extended to all members of the community who participated and donated in this impactful event.

Documentation



The participants giving their all as they danced with enthusiasm and joy.



Miss Princess Gem Hernandez posing for a photo with the participants following her heartfelt gratitude speech.



The participants queue up to enjoy lugaw and pandesal following the Zumba session.



The organizers presenting the funds raised to support her kidney transplant.

Prepared by:	MARIA MURTLE ELLAH R. VAQUILAR, RN, MSN
Date Submitted:	April 5, 2025

Note:
**Append the list of extensionists/participants*

**Append the list of donors*

Narrative/Documentation Report

Project Title:	Together We Feed: A MedTech Feeding Mission
Date:	April 12, 2025
Time:	7:30AM-12:00PM
Team Composition:	
Lead Organizer:	Mr. Christian M. Sanuco
Project Staff/Members:	**Staff:** 1. Mrs. Maria Sheila Mendoza 2. Ms. Sophia Ragasa 3. Ms. Larise Julian 4. Mr. Leonard Bulan **Members:** 1. Danah Rochellee N. Manuel 2. Shamica Joy A. Marcelo 3. Monica Bullecer 4. Vanezza Castillo 5. G-jay Godfrey Pummar 6. Carla Charlita Cajimat 7. Rheavie Natiguing 8. Misia Dulay 9. Angeli Oria 10. Kharrize Cia 11. Patricia L. Sado 12. Mhariniel Bartolome 13. Bavilyn Dugong 14. Yuan Madamba 15. Kimberly Ramos 16. Mayalene O. Ochullom 17. Mark Gil Tampoya 18. Feigh Ann K. Mercado 19. Mary Ann Confiado 20. Samantha Arcia 21. Trisha Cureg 22. Joreen Dacayo 23. Diane Sanchez 24. Angel Zyron 25. Shawn Justinn Danag 26. Althea Espiritu

	27. Dave Subia 28. France Bata 29. Reizel Estimada 30. John Liwongan 31. Keesha Acosta 32. Nicole Baltazar 33. Dyesel Cadacio 34. Precious Cabasal 35. Kate Guillang

Narrative

In a significant step toward proper nutrition, growth and development of children, the Philippine Society of Medical Technology Students officers, led by Medical Laboratory Science Head, Maria Sheila D. Mendoza-Ramos, PHISMTES adviser, Christian M. Sanuco and joined by the medical laboratory science staffs and third-year students, went to Barangay Masoc, Bayombong, Nueva Vizcaya for an outreach program.

The outreach program, specifically a feeding program aims to raise awareness about the significance of proper nutrition that is a foundation for the growth and development of the children. The feeding program aims to involve 15-30 children ages 4-5 years old who will be provided with nutritious meals such as *sopas* and *egg sandwiches.*

The program only did not focus on providing nutritious meals, but ensured that all children present enjoyed and have fun fostering inclusivity and care by performing activities like *games, music and dance* and *nutrition education*.

The outreach program was indeed successful as it achieved the target number of children to be part of the program. This success was further ensured by the active and well-coordinated efforts of the PHISMTES officers and 3rd-year students, under the guidance of the Medical Laboratory Science Head, Maria Sheila D. Mendoza-Ramos, PHISMTES adviser, Christian M. Sanuco and medical laboratory science staffs.

This initiative reflects the organization's commitment to fostering proper nutrition among children and raising awareness of the significance of proper nutrition. Not only did it brought a relief but also reinforced the support and collaboration in fostering a better development with proper nutrition.

For this program, a total of 13 third year medical laboratory students were the extensionists:

1. Joreen Dacayo

2. Diane Sanchez
3. Angel Zyron
4. Shawn Justinn Danag
5. Althea Espiritu
6. Dave Subia
7. France Bata
8. Reizel Estimada
9. John Liwongan
10. Keesha Acosta
11. Nicole Baltazar
12. Dyesel Cadacio
13. Precious Cabasal
14. Kate Guillang

Expenses were form the funds of the organization as well from the donations of the Medical Laboratory Science Head, Maria Sheila D. Mendoza-Ramos.

Documentation



The PHISMETS officers together with the third-year medical laboratory students and the children from Barangay Masoc, Bayombong, Nueva Vizcaya.

Prepared by:	Dugong, Bavilyn May P. *Secretary Internal* Mercado, Feigh Ann K. *Secretary External*
Date Submitted:	April 25, 2025

Narrative/Documentation Report

Project Title:	Healthcare Outreach: Sitio Masina
Date:	April 30, 2025
Time:	8:00AM
Team Composition:	
Lead Organizer:	Melchora Bautista
Project Staff/Members:	Shiela Ramos Maria Murtle Ellah Vaquilar Jaylord Saragosala Gladen Gasmin Antonette Ganiban Kristine Alejo Cathelyn Mariano Leonard Bulan Larise Julian

Narrative

A convoy of vehicles, carrying medical supplies and volunteers, arrived in Sitio Masina in the early morning of April 30, 2025. Students and faculty from Saint Mary's University's School of Health and Natural Sciences (SHANS) were there for a medical mission, aiming to provide healthcare to this underserved community.

The team's main goals were to offer health assessments, perform laboratory services for early diagnosis, distribute free medications, and provide snacks. The overall aim was to improve the health and knowledge of the Sitio Masina community.

Under the guidance of Dr. Ryan Buccat, SHANS students conducted physical examinations, took vital signs, and listened to residents' concerns. Lab tests were processed quickly, giving immediate health insights. At the pharmacy station, students carefully dispensed medications and gave instructions. These free medications were crucial for many residents who otherwise couldn't afford or access them.

Beyond medical treatment, the mission focused on overall well-being. Children received healthy snacks, a simple act that highlighted the team's comprehensive approach. This mission contributed to several Sustainable Development Goals (SDGs): SDG 3 (Good Health and Well-being) by providing direct health services; SDG 1 (No Poverty) by reducing medical costs for families; SDG 4 (Quality Education) by offering practical experience to SHANS students; and SDG 17 (Partnerships for the Goals) through the collaboration of the university, Dr. Buccat, and the community.

As the day ended, 37 adults, and 28 Sitio Masina residents had received care, showing visible relief. The mission's success was also supported by 20,700 pesos in donations, which ensured necessary supplies were available. Leaving Sitio Masina, the SHANS team felt the impact of their work and understood that healthcare is a fundamental act of humanity.

Documentation



Nursing Students taking vital signs



Pharmacy faculty and students dispensing medications



Resident having medical checkup with Dr. Buccat



Medtech and CNS faculty members, and medtech students preparing for laboratory assistance.

Prepared by:	Maria Murtle Ellah R. Vaquilar, RN, MSN

Date Submitted:	May 3, 2025

Note:

**Append the list of extensionists/participants*
**Append the list of donors*

MEMORANDUM OF AGREEMENT

KNOWN ALL MEN BY THESE PRESENTS:

This Memorandum of Agreement executed by and between:

The SAINT MARY'S UNIVERSITY (SMU), a private Catholic education institution, with principal office at Bayombong, Nueva Vizcaya, represented herein by MR. JOHN OCTAVIOUS S. PALINA, PHD, DBA, University President, herein referred to as FIRST PARTY,

The BARANGAY LGU OF BARETBET, BAGABAG, NUEVA VIZCAYA, a local government unit established and existing under the laws of the Republic of the Philippines with Office at Barangay Hall, Baretbet, Bagabag, Nueva Vizcaya, duly represented by HON. ESTELITA C. URMANITA, Barangay Captain, herein referred to as SECOND PARTY,

AND

The SITIO MASINA, BARETBET, BAGABAG, NUEVA VIZCAYA, duly represented by MR. BERNARDO R. MANIMTIM, resident of Sitio Masina, herein after referred to as the ADOPTED COMMUNITY,

WITNESSETH: That,

WHEREAS, the FIRST PARTY as a learning institution ha three-fold functions which are INSTRUCTION, RESEARCH, AND EXTENSION;

WHEREAS, the FIRST PARTY subscribes to rights-based approach to SMU Lingkod Maria Community Development and Advocacy Center (LMCDAC) that seeks an honest to goodness and in-depth implementation of SMU Community Extension Program;

WHEREAS, the SECOND PARTY identifies Sitio Masina, Baretbet, Bagabag, Nueva Vizcaya as a community that deserves to receive extension programs for integral social change and development;

WHEREAS, on August 26, 2021, the SECOND PARTY agrees that the FIRST PARTY shall adopt Sitio Masina, Baretbet, Bagabag;

WHEREAS, ALL PARTIES have agreed to make this Memorandum of Agreement to come up with the extent of participation, roles and obligation of ALL PARTIES;

NOW THEREFORE, for and in consideration of the foregoing premises and of the mutual covenants, agreements and stipulations hereinafter set forth, the parties hereto agree on the following:

I. ROLES AND RESPONSIBILITIES OF THE PARTIES

1. The FIRST PARTY shall

A. Research
   1. Conduct baseline activities like community profiling and assessment studies like needs, outcome and/or impact assessments;
   2. Secure free prior and informed consent in the conduct of other pertinent researches;

CLEARED
OFFICE OF THE LEGAL COUNSEL
DATE: NOV 04 2021

3. Observe the provisions in the Data Privacy Act of 2012

B. Extension Services
   1. Craft program/project proposals that are based on the identified and assessed needs;
   2. Implement programs/projects that are based on SMU's advocacies and flagship programs, to wit;
      a. IP Advocacy and Development Program
      b. Sustainable Environment Program
      c. Disaster Risk Reduction Program
      d. Hunger Alleviation Program
      e. Health and Wellbeing Program
      f. Poverty Alleviation Program
      g. Socio-Pastoral Program
      h. Education For All Program
   3. Monitor and evaluate the implementation of the programs / projects

C. Outreach Services
   1. Provide dole-out activities that involve one-time and immediate need assistance to victims of disasters and calamities, occasional gift-giving and feeding.

D. Others
   1. Continuously coordinate with the SECOND PARTY in the event that there shall be transition and changes in the Barangay Council.

2. The SECOND PARTY shall:

A. Research
   1. Provide necessary baseline data in the conduct of community profiling, assessment studies and other relevant community researches; and
   2. Provide free assistance and/or resources like contact person and enumerator during the conduct of community profiling, assessment studies, and other relevant researches in the community.

B. Extension Services
   1. Collaborate in the crafting of programs/ project proposals; and
   2. Provide free assistance in the form of support staff and/or other resources, when such need arises, in the implementation of the programs/projects

C. Outreach Services
   1. Coordinate with the FIRST PARTY in circumstances that the ADOPTED COMMUNITY needs assistance in times of calamities like typhoons.
   2. Provide free assistance in the form of support staff and other resources, when such need arises, in the implementation of the dole-out activities.

D. Others
   1. Honor this Agreement in the event that there will be a transition and changes in leadership in the Barangay Council.

3. The ADOPTED COMMUNITY shall:

CLEARED
OFFICE OF THE LEGAL COUNSEL
DATE: NOV 04 2021

A. Research
   1. Duly participate in the conduct of community profiling, assessment studies and other relevant community researches;
   2. Provide honest and truthful data and information relevant to the research/es being conducted;

B. Extension Services
   1. Duly participate in the implementation of the programs/projects;
   2. Duly participate in the monitoring and evaluation the implementation of the programs / projects

C. Outreach Services
   1. Communicate with the FIRST PARTY AND/OR SECOND PARTY regarding the specific needs that may arise during calamities, and in other reasonable and justifiable occasions/circumstances.

D. Others
   1. The ADOPTED COMMUNITY shall not make any new commitments or enter into new contracts with other academic institutions and agencies.

II. ACTIVITIES DEALING WITH INDIGENOUS PEOPLE'S PROPERTIES, RESOURCES, KNOWLEDGE AND/OR HERITAGE

In case the programs/projects would utilize any property, knowledge, heritage, culture, tradition, institution and/or any other resource that belong to the ADOPTED COPMMUNITY, the FIRST PARTY has the responsibility of securing the ADOPTED COMMUNITY'S free prior and informed consent and subject itself to the provisions and requirements relative to researchers and research outcomes provided in RA 8371 (An Act to Recognize, Protect and Promote the Rights of Indigenous Cultural Communities/Indigenous people, Creating a National Commission of Indigenous People, Establishing Implementing mechanisms, Appropriating Funds Therefore, and for Other Purposes) and its Implementing Rules and Regulations, to protect and respect the community intellectual property rights of the adopted indigenous community.

For any violation of the provisions of the above law, with no valid cause to justify the same, the SECOND PARTY may exercise the option of rescinding this MOA, through the written notice to the FIRST PARTY citing the particular violation found.

III. ACTIVITIES DEALING WITH INDIVIDUAL PERSONAL INFORMATION

In case the programs/projects would utilize the personal information of the members of the ADOPTED COMMUNITY, the FIRST PARTY has the responsibility to uphold the provisions and requirements provided in RA 10173 (An act Protecting Individual Personal Information in Information and Communications Systems in the Government and the Private Sector, Creating for this Purpose a national Privacy Commission, and for Other Purposes) and its Implementing Rules and Regulations, to protect and respect the ADOPTED COMMUNITY members' personal information.

For any violation of the provisions of the above law, with no valid cause to justify the same, the SECOND PARTY may exercise the option of rescinding this

CLEARED
OFFICE OF THE LEGAL COUNSEL
DATE: NOV 04 2021

MOA, through written notice to the FIRST PARTY citing the particular violations found.

IV. ETHICAL CONDUCT OF EXTENSION ACTIVITIES

The FIRST PARTY has the responsibility of ensuring that the conduct of activities is in accordance with the ethical standards especially those affecting vulnerable and marginalized sectors and communities. The same sanction cited in the next preceding Section shall apply to violations found under this provision of the MOA.

Both parties shall observe the highest standards of ethics and integrity, avoid corrupt, fraudulent or otherwise improper or unseemly practices or the appearance thereof, and immediately dissociate itself from and take corrective action regarding any such practices that may nevertheless occur. Safeguards shall be established to prohibit the mentioned individuals from using their position for personal gain or from being affected by personal or organization conflict of interest or personal gain. If an issue arises as to any of the foregoing, both parties shall promptly inform each party in writing of the issue, pertinent facts and conclusions, and any corrective actions proposed

V. MODIFICATION OF THIS AGREEMENT

This agreement may be amended and modified from time to time, in writing, signed, and sealed and acknowledged by the parties which amendments and modifications shall then be attached to the original of this Agreement.

VI. TERMINATION AGREEMENT OR NOTICE

This agreement shall automatically expire at the end of the program/project period. This agreement may be terminated by any party, in whole or in part, if both agree that the continuation of the programs/projects would not produce beneficial results. Both parties shall agree on the termination processes and conditions, including the effective date, and in case of partial termination, the portion to be terminated.

If any dispute or differences of any kind whatsoever shall arise between the parties in connection with the implementation of this contract, the parties shall make effort to resolve amicably such dispute or difference by mutual consultation.

VII. BASIS FOR TERMINATION

This Agreement may be terminated by the FIRST PARTY for cause. Cause for termination of the FIRST PARTY includes failure of the SECOND PARTY and/or ADOPTED COMMUNITY to make satisfactory progress toward achieving level of participation; or other evidence satisfactory to the FIRST PARTY that the SECOND PARTY and/or the ADOPTED COMMUNITY has/have failed or is/are unable to perform in accordance with the provisions of this Agreement.

VIII. SEPARABILITY CLAUSE

In the event that one or more provisions contained herein shall be held invalid, illegal or unenforceable in any respect and for any reason, the remaining provisions shall remain valid, legal and enforceable.

CLEARED
OFFICE OF THE LEGAL COUNSEL
DATE: NOV 04 2021

IX. EFFECTIVITY OF THE AGREEMENT

This agreement shall take effect immediately upon signing by the authorized representatives and shall remain in force until May 2026.

IN WITNESS WHEREOF, the parties hereunto have affixed their respective signatures at the Barangay Baretbet Hall, Bagabag, Nueva Vizcaya, Philippines, this November 5, 2021.

FIRST PARTY

MR. JOHN OCTAVIOUS S. PALINA, PHD, DBA
University President

SECOND PARTY

HON. ESTELITA C. URMANITA
Barangay Captain

ADOPTED COMMUNITY

MR. BERNARDO R. MANIMTIM
President and Focal Person

Signed in the presence of:

FIRST PARTY

REV. FR. PHILIP A YU JR., CICM
Vice President for Mission and Identity

MR. CHRISTOPHER ALLEN S. MARQUEZ, PHD
Director, LMCDAC

SECOND PARTY

HON. RAYMUNDO D. GALLO
Barangay Councilor

HON. NORBERTO T. SANTIAGO SR.
Barangay Councilor

ADOPTED COMMUNITY

MR. GLEN BALITE
Sitio Masina President

MR. BERNARDO R. MANIMTIM
Sitio Site Association President

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OFFICE OF THE LEGAL COUNSEL
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IV. ETHICAL CONDUCT OF EXTENSION ACTIVITIES

The FIRST PARTY has the responsibility of ensuring that the conduct of activities is in accordance with the ethical standards especially those affecting vulnerable and marginalized sectors and communities. The same sanction cited in the next preceding Section shall apply to violations found under this provision of the MOA.

Both parties shall observe the highest standards of ethics and integrity, avoid corrupt, fraudulent or otherwise improper or unseemly practices or the appearance thereof, and immediately dissociate itself from and take corrective action regarding any such practices that may nevertheless occur. Safeguards shall be established to prohibit the mentioned individuals from using their position for personal gain or from being affected by personal or organization conflict of interest or personal gain. If an issue arises as to any of the foregoing, both parties shall promptly inform each party in writing of the issue, pertinent facts and conclusions, and any corrective actions proposed

V. MODIFICATION OF THIS AGREEMENT

This agreement may be amended and modified from time to time, in writing, signed, and sealed and acknowledged by the parties which amendments and modifications shall then be attached to the original of this Agreement.

VI. TERMINATION AGREEMENT OR NOTICE

This agreement shall automatically expire at the end of the program/project period. This agreement may be terminated by any party, in whole or in part, if both agree that the continuation of the programs/projects would not produce beneficial results. Both parties shall agree on the termination processes and conditions, including the effective date, and in case of partial termination, the portion to be terminated.

If any dispute or differences of any kind whatsoever shall arise between the parties in connection with the implementation of this contract, the parties shall make effort to resolve amicably such dispute or difference by mutual consultation.

VII. BASIS FOR TERMINATION

This Agreement may be terminated by the FIRST PARTY for cause. Cause for termination of the FIRST PARTY includes failure of the SECOND PARTY and/or ADOPTED COMMUNITY to make satisfactory progress toward achieving level of participation; or other evidence satisfactory to the FIRST PARTY that the SECOND PARTY and/or the ADOPTED COMMUNITY has/have failed or is/are unable to perform in accordance with the provisions of this Agreement.

VIII. SEPARABILITY CLAUSE

In the event that one or more provisions contained herein shall be held invalid, illegal or unenforceable in any respect and for any reason, the remaining provisions shall remain valid, legal and enforceable.

CLEARED
OFFICE OF THE LEGAL COUNSEL
DATE: NOV 04 2021

IX. EFFECTIVITY OF THE AGREEMENT

This agreement shall take effect immediately upon signing by the authorized representatives and shall remain in force until May 2026.

IN WITNESS WHEREOF, the parties hereunto have affixed their respective signatures at the Barangay Baretbet Hall, Bagabag, Nueva Vizcaya, Philippines, this November 5, 2021.

FIRST PARTY

MR. JOHN OCTAVIOUS S. PALINA, PHD, DBA
University President

SECOND PARTY

HON. ESTELITA C. URMANITA
Barangay Captain

ADOPTED COMMUNITY

MR. BERNARDO R. MANIMTIM
President and Focal Person

Signed in the presence of:

FIRST PARTY

REV. FR. PHILIP A YU JR., CICM
Vice President for Mission and Identity

MR. CHRISTOPHER ALLEN S. MARQUEZ, PHD
Director, LMCDAC

SECOND PARTY

HON. RAYMUNDO D. GALLO
Barangay Councilor

HON. NORBERTO T. SANTIAGO SR.
Barangay Councilor

ADOPTED COMMUNITY

MR. GLEN BALITE
Sitio Masina President

MR. BERNARDO R. MANIMTIM
Sitio Site Association President

CLEARED
OFFICE OF THE LEGAL COUNSEL
DATE: NOV 04 2021

MEMORANDUM OF AGREEMENT

KNOWN ALL MEN BY THESE PRESENTS:

This Memorandum of Agreement executed by and between:

The SAINT MARY'S UNIVERSITY (SMU), a private Catholic education institution, with principal office at Bayombong, Nueva Vizcaya, represented herein by MR. JOHN OCTAVIOUS S. PALINA, PHD, DBA, University President, herein referred to as FIRST PARTY,

The BARANGAY LGU OF CABULUAN, VILLAVERDE, NUEVA VIZCAYA, a local government unit established and existing under the laws of the Republic of the Philippines with Office at Barangay Hall, Cabuluan, Villaverde, Nueva Vizcaya, duly represented by HON. JOHNNY TUGUINAY, Barangay Captain, herein referred to as SECOND PARTY,

AND

The PUROK GONGGONGOB, CABULUAN, VILLAVERDE, NUEVA VIZCAYA, duly represented by OSCAR ONGALON, resident of Purok Gonggongob, Purok President, herein after referred to as the ADOPTED COMMUNITY,

WITNESSETH: That,

WHEREAS, the FIRST PARTY as a learning institution has three-fold functions which are INSTRUCTION, RESEARCH, AND EXTENSION;

WHEREAS, the FIRST PARTY subscribes to rights-based approach to SMU Lingkod Maria Community Development and Advocacy Center (LMCDAC) that seeks an honest to goodness and in-depth implementation of SMU Community Extension Program;

WHEREAS, the SECOND PARTY identifies Purok Gonggongob, Cabuluan, Villaverde, Nueva Vizcaya as a community that deserves to receive extension programs for integral social change and development;

WHEREAS, on September 15, 2021, the SECOND PARTY agrees that the FIRST PARTY shall adopt Purok Gonggongob, Cabuluan, Villaverde for the purpose as above stated;

WHEREAS, ALL PARTIES have agreed to make this Memorandum of Agreement to come up with the extent of participation, roles and obligation of ALL PARTIES;

NOW THEREFORE, for and in consideration of the foregoing premises and of the mutual covenants, agreements and stipulations hereinafter set forth, the parties hereto agree on the following:

I. ROLES AND RESPONSIBILITIES OF THE PARTIES

1. The FIRST PARTY shall

A. Research

1. Conduct baseline activities like community profiling and assessment studies like needs, outcome and/or impact assessments;

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DATE: NOV 14 2021

2. Secure Free and Prior Informed Consent in the conduct of other pertinent researches;
3. Observe the pertinent provisions of Republic Act No. 10173 otherwise known as the Data Privacy Act of 2012 and other laws appurtenant thereto;

B. Extension Services
   1. Craft program/project proposals that are based on the identified and assessed needs;
   2. Implement programs/projects that are based on SMU's advocacies and flagship programs, to wit;
      a. IP Advocacy and Development Program
      b. Sustainable Environment Program
      c. Disaster Risk Reduction Program
      d. Hunger Alleviation Program
      e. Health and Wellbeing Program
      f. Poverty Alleviation Program
      g. Socio-Pastoral Program
      h. Education For All Program
   3. Monitor and evaluate the implementation of the programs / projects

C. Outreach Services
   1. Provide dole-out activities that involve one-time and immediate need assistance to victims of disasters and calamities, occasional gift-giving and feeding.

D. Others
   1. Continuously coordinate with the SECOND PARTY in the event that there shall be transition and changes in the composition of the Barangay Council in accordance with the Local Government Code and other laws appurtenant thereto;

2. The SECOND PARTY shall:

A. Research
   1. Provide necessary baseline data in the conduct of community profiling, assessment studies and other relevant community researches in accordance with law; and
   2. Provide free assistance and/or resources like contact person and enumerator during the conduct of community profiling, assessment studies, and other relevant researches in the community.

B. Extension Services
   1. Collaborate in the crafting of programs/ project proposals; and
   2. Provide free assistance in the form of support staff and/or other resources, when such need arises, in the implementation of the programs/projects

C. Outreach Services
   1. Coordinate with the FIRST PARTY in circumstances that the ADOPTED COMMUNITY needs assistance in times of calamities like typhoons.
   2. Provide free assistance in the form of support staff and other resources, when such need arises, in the implementation of the dole-out activities.

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OFFICE OF THE LEGAL COUNSEL
DATE: NOV 11 2021

D. Others
   1. Honor and comply this Agreement in the event that there will be a transition, succession, and changes in the composition in the Barangay Council as a local government unit.

3. The ADOPTED COMMUNITY shall:

A. Research
   1. Duly participate in the conduct of community profiling, assessment studies and other relevant community researches in accordance with law;
   2. Provide honest and truthful data and information relevant to the research/es being conducted;

B. Extension Services
   1. Duly participate in the implementation of the programs/projects;
   2. Duly participate in the monitoring and evaluation the implementation of the programs / projects

C. Outreach Services
   1. Communicate with the FIRST PARTY AND/OR SECOND PARTY regarding the specific needs that may arise during calamities, force majeure, and in other reasonable and justifiable occasions/circumstances.

D. Others
   1. The ADOPTED COMMUNITY shall not make any new commitments or enter into new contracts with other academic institutions and agencies except the parties hereof.

II. ACTIVITIES DEALING WITH INDIGENOUS PEOPLE'S PROPERTIES, RESOURCES, KNOWLEDGE AND/OR HERITAGE

In case the programs/projects would utilize any property, knowledge, heritage, culture, tradition, institution and/or any other resource that belong to the ADOPTED COPMMUNITY, the FIRST PARTY has the responsibility of securing the ADOPTED COMMUNITY'S Free and Prior Informed Consent and subject itself to the provisions and requirements relative to researchers and research outcomes provided in RA 8371 (An Act to Recognize, Protect and Promote the Rights of Indigenous Cultural Communities/Indigenous people, Creating a National Commission of Indigenous People, Establishing Implementing mechanisms, Appropriating Funds Therefore, and for Other Purposes) and its Implementing Rules and Regulations, to protect and respect the community intellectual property rights of the adopted indigenous community.

For any violation of the provisions of the above law, with no valid cause to justify the same, the SECOND PARTY may exercise the option of rescinding this MOA, through the written notice to the FIRST PARTY citing the particular violation found.

III. ACTIVITIES DEALING WITH INDIVIDUAL PERSONAL INFORMATION

In case the programs/projects would utilize the personal information of the members of the ADOPTED COMMUNITY, the FIRST PARTY has the responsibility

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OFFICE OF THE LEGAL COUNSEL
DATE: NOV 11 2021

to uphold the provisions and requirements provided in RA 10173 (An act Protecting Individual Personal Information in Information and Communications Systems in the Government and the Private Sector, Creating for this Purpose a national Privacy Commission, and for Other Purposes) and its Implementing Rules and Regulations, to protect and respect the ADOPTED COMMUNITY members' personal information.

For any violation of the provisions of the above law, with no valid cause to justify the same, the SECOND PARTY may exercise the option of rescinding this MOA, through written notice to the FIRST PARTY citing the particular violations found.

IV. ETHICAL CONDUCT OF EXTENSION ACTIVITIES

The FIRST PARTY has the responsibility of ensuring that the conduct of activities is in accordance with the ethical standards especially those affecting vulnerable and marginalized sectors and communities. The same sanction cited in the next preceding Section shall apply to violations found under this provision of the MOA.

Both parties shall observe the highest standards of ethics and integrity, avoid corrupt, fraudulent or otherwise improper or unseemly practices or the appearance thereof, and immediately dissociate itself from and take corrective action regarding any such practices that may nevertheless occur. Safeguards shall be established to prohibit the mentioned individuals from using their position for personal gain or from being affected by personal or organization conflict of interest or personal gain. If an issue arises as to any of the foregoing, both parties shall promptly inform each party in writing of the issue, pertinent facts and conclusions, and any corrective actions proposed

V. NO EMPLOYER-EMPLOYEE RELATIONSHIP; NO LIABILITY CLAUSE

There shall be no employer-employee relationship between the FIRST PARTY and SECOND PARTY or between the former and the latter's own workers and/or personnel. As such, FIRST PARTY shall not be responsible for any of the SECOND PARTY's employees' claim of any nature whatsoever arising out of their duties as employees;

Further, the SECOND PARTY shall hold the FIRST PARTY free and harmless from any and all liability and responsibility for any sickness or injury to its employees and third parties and damage to property which they may sustain and/or at any time during the period of this agreement including time spent in travelling to and from any and all premises and locations where they may be required to go as part of this agreement;

VI. ENTIRETY OF THE AGREEMENT AND ITS MODIFICATION IF ANY

This Agreement constitutes the entire and only understanding between the FIRST PARTY and the SECOND PARTY and supersedes any and all prior agreements, arrangements, communications, or representations, whether verbal or written.

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OFFICE OF THE LEGAL COUNSEL
DATE: NOV 11 2021

This agreement may be amended and modified from time to time, in writing, signed, and sealed and acknowledged by the parties which amendments and modifications shall then be attached to the original of this Agreement.

VII. TERMINATION AGREEMENT OR NOTICE

This agreement shall automatically expire at the end of the program/project period. This agreement may be terminated by any party, in whole or in part, if both agree that the continuation of the programs/projects would not produce beneficial results. Both parties shall agree on the termination processes and conditions, including the effective date, and in case of partial termination, the portion to be terminated.

If any dispute or differences of any kind whatsoever shall arise between the parties in connection with the implementation of this contract, the parties shall make effort to resolve amicably such dispute or difference by mutual consultation.

VIII. BASIS FOR TERMINATION

This Agreement may be terminated by the FIRST PARTY for cause. Cause for termination of the FIRST PARTY includes failure of the SECOND PARTY and/or ADOPTED COMMUNITY to make satisfactory progress toward achieving level of participation; or other evidence satisfactory to the FIRST PARTY that the SECOND PARTY and/or the ADOPTED COMMUNITY has/have failed or is/are unable to perform in accordance with the provisions of this Agreement.

IX. SEPARABILITY CLAUSE

In the event that one or more provisions contained herein shall be held invalid, illegal or unenforceable in any respect and for any reason, the remaining provisions shall remain valid, legal and enforceable.

X. EFFECTIVITY OF THE AGREEMENT

This agreement shall take effect immediately upon signing by the authorized representatives and shall remain in force until May 2026.

IN WITNESS WHEREOF, the parties hereunto have affixed their respective signatures at Barangay Cabuluan Hall, Villaverde, Philippines, this November 18, 2021 .

FIRST PARTY

MR. JOHN OCTAVIOUS S. PALINA, PHD, DBA
University President

SECOND PARTY

HON. JOHNNY TUGUINAY
Barangay Captain

ADOPTED COMMUNITY

OSCAR ONGALON
Resident and Focal Person

CLEARED
OFFICE OF THE LEGAL COUNSEL
DATE: NOV 11 2021

Signed in the presence of:

FIRST PARTY

REV. FR. PHILIP A YU JR., CICM
Vice President for Mission and Identity

MR. CHRISTOPHER ALLEN S. MARQUEZ, PHD
Director, LMCDAC

SECOND PARTY

MARCELINO B. TAYABAN SR.
Barangay Councilor

CARMELITA L. PALE
VPPE/S Principal

ADOPTED COMMUNITY

DENNIS GALLIGAO
Resident, Sitio Gonggongob

AGUSTIN TAN-UM
Resident, Sitio Gonggongob

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OFFICE OF THE LEGAL COUNSEL
DATE: NOV 11 2021

Revision No.	Approval Date	Effectivity Date	Amendment
00	July 1, 2022	July 1, 2022	Initial Issue
01	November 17, 2022	November 17, 2022	Change in header

MEMORANDUM OF AGREEMENT

KNOWN ALL MEN BY THESE PRESENTS:

This Memorandum of Agreement executed by and between:

SAINT MARY'S UNIVERSITY (SMU), a private Catholic education institution, with principal office at Bayombong, Nueva Vizcaya, represented herein by MR. JOHN OCTAVIOUS S. PALINA, PHD, DBA, University President, herein referred to as FIRST PARTY,

The BARANGAY LGU OF COMMUNAL, SOLANO, NUEVA VIZCAYA, a local government unit established and existing under the laws of the Republic of the Philippines with office at Barangay Hall, Communal, Solano, Nueva Vizcaya, duly represented by HON. ROGELIO D. IGGUA, Barangay Captain, herein referred to as SECOND PARTY

AND

BANGUINGEY ELEMENTARY SCHOOL, duly represented by ROSEMARIE D. PALE, School Head, herein after referred to as the PARTNER COMMUNITY,

WITNESSETH: That,

WHEREAS, the FIRST PARTY as a learning institution has three-fold functions which are INSTRUCTION, RESEARCH, AND EXTENSION;

WHEREAS, the FIRST PARTY subscribes to rights-based approach to SMU Lingkod Maria Community Development and Advocacy Center (LMCDAC) that seeks an honest to goodness and in-depth implementation of SMU Community Engagement Program;

WHEREAS, the SECOND PARTY identifies Baguingey Elementary School that deserves to receive extension programs for integral social change and development;

WHEREAS, on the August 11, 2023, the SECOND PARTY agrees that the FIRST PARTY shall partner with BAGUINGEY ELEMENTARY SCHOOL;

WHEREAS, ALL PARTIES have agreed to make this Memorandum of Agreement to come up with the extent of participation, roles, and obligation of ALL PARTIES;

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...E OF THE LEGAL COUNSEL
...ATE: AUG 0 3 2023

NOW THEREFORE, for and in consideration of the foregoing premises and of the mutual covenants, agreements and stipulations hereinafter set forth, the parties hereto agree on the following:

I. ROLES AND RESPONSIBILITIES OF THE PARTIES

1. The FIRST PARTY shall:

A. Research
   1. conduct baseline activities like community profiling and assessment studies like needs, outcome, and/or impact assessments;
   2. secure free prior and informed consent in the conduct of other pertinent researches;
   3. observe the provisions in the Data Privacy Act of 2012;
   4. provide, upon request of the PARTNER COMMUNITY, research trainings, capacitation, and assistance in running different kinds of statistical software, and their respective means of analyses and interpretations;

B. Extension Services
   1. craft program/project proposals that are based on the identified and assessed needs;
   2. implement programs/projects that are based on SMU's advocacies and flagship programs, to wit;
      a. IP Advocacy and Development Program
      b. Sustainable Environment Program
      c. Disaster Risk Reduction Program
      d. Hunger Alleviation Program
      e. Health and Well-being Program
      f. Poverty Alleviation Program
      g. Socio-Pastoral Program
      h. Education For All Program
   3. monitor and evaluate the implementation of the programs/projects;

C. Outreach Services
   1. provide dole-out activities that involve one-time and immediate need assistance to victims of disasters and calamities, occasional gift-giving and feeding; and

D. Others
   1. continuously coordinate with the SECOND PARTY and the PARTNER COMMUNITY in the event that there shall be transition and changes in the Barangay Council and the School Administration respectively.

2. The SECOND PARTY shall:

A. Research

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OFFICE OF THE LEGAL COUNSEL
DATE: AUG 03 2023

1. provide necessary baseline data in the conduct of community profiling, assessment studies and other relevant community researches;
2. provide free assistance and/or resources like contact person/s and enumerator/s during the conduct of community profiling, assessment studies, and other relevant researches in the community;

B. Extension Services
   1. collaborate in the crafting of programs/project proposals;
   2. provide free assistance in the form of support staff and/or other resources, when such need arises, in the implementation of the programs/projects;

C. Outreach Services
   1. coordinate with the FIRST PARTY in circumstances that the PARTNER COMMUNITY needs assistance in times of calamities like typhoons;
   2. provide free assistance in the form of support staff and/or other resources, when such need arises, in the implementation of the programs/projects; and

D. Others
   1. honor and comply with this agreement in the event that there will be a transition and changes in leadership in the Barangay Council.

3. The PARTNER COMMUNITY shall:

A. Research
   1. duly participate in the conduct of community profiling, assessment studies and other relevant community research studies;
   2. provide honest and truthful data and information relevant to the research study or studies being conducted;
   3. duly participate in research trainings, capacitation, and assistance in running different kinds of statistical software, and their respective means of analyses and interpretations;

B. Extension Services
   1. duly participate in the implementation of the programs/projects;
   2. duly participate in the monitoring and evaluation the implementation of the programs/projects;

C. Outreach Services
   1. communicate with the FIRST PARTY AND/OR SECOND PARTY regarding the specific needs that may arise during calamities, force majeure, and in other reasonable and justifiable occasions/circumstances; and

D. Others
   1. shall not make any new commitments or enter into new contracts with other academic institutions and agencies.

REVIEWED
OFFICE OF THE LEGAL COUNSEL
Date: AUG 03 2023

II. ACTIVITIES DEALING WITH INDIGENOUS PEOPLE'S PROPERTIES, RESOURCES, KNOWLEDGE AND/OR HERITAGE

In case the programs/projects would utilize any property, knowledge, heritage, culture, tradition, institution and/or any other resource that belong to the PARTNER COMMUNITY, the FIRST PARTY has the responsibility of securing the PARTNER COMMUNITY'S free and prior and informed consent and subject itself to the provisions and requirements relative to researchers and research outcomes provided in RA 8371 (An Act to Recognize, Protect and Promote the Rights of Indigenous Cultural Communities/Indigenous people, Creating a National Commission of Indigenous People, Establishing Implementing mechanisms, Appropriating Funds Therefore, and for Other Purposes) and its Implementing Rules and Regulations, to protect and respect the community intellectual property rights of the adopted indigenous community.

For any violation of the provisions of the above law, with no valid cause to justify the same, the SECOND PARTY may exercise the option of rescinding this MOA, through the written notice to the FIRST PARTY citing the particular violation found.

III. ACTIVITIES DEALING WITH INDIVIDUAL PERSONAL INFORMATION

In case the programs/projects would utilize the personal information of the members of the PARTNER COMMUNITY, the FIRST PARTY has the responsibility to uphold the provisions and requirements provided in RA 10173 (An act Protecting Individual Personal Information in Information and Communications Systems in the Government and the Private Sector, Creating for this Purpose a National Privacy Commission, and for other Purposes) and its implementing rules and regulations, to protect and respect the PARTNER COMMUNITY members' personal information.

For any violation of the provisions of the above law, with no valid cause to justify the same, the SECOND PARTY may exercise the option of rescinding this MOA, through written notice to the FIRST PARTY citing the particular violations found.

IV. ETHICAL CONDUCT OF EXTENSION ACTIVITIES

The FIRST PARTY has the responsibility of ensuring that the conduct of activities is in accordance with the ethical standards especially those affecting vulnerable and marginalized sectors and communities. The same sanction cited in the next preceding section shall apply to violations found under this provision of the MOA.

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OFFICE OF THE LEGAL COUNSEL
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Both parties shall observe the highest standards of ethics and integrity, avoid corrupt, fraudulent or otherwise improper or unseemly practices or the appearance thereof, and immediately dissociate itself from and take corrective action regarding any such practices that may nevertheless occur. Safeguards shall be established to prohibit the mentioned individuals from using their position for personal gain or from being affected by personal or organization conflict of interest or personal gain. If an issue arises as to any of the foregoing, both parties shall promptly inform each party in writing of the issue, pertinent facts and conclusions, and any corrective actions proposed

V. MODIFICATION OF THIS AGREEMENT

This agreement may be amended and modified from time to time, in writing, signed, and sealed and acknowledged by the parties which amendments and modifications shall then be attached to the original of this agreement.

VI. TERMINATION AGREEMENT OR NOTICE

This agreement shall automatically expire at the end of the program/project period. This agreement may be terminated by any party, in whole or in part, if both agree that the continuation of the programs/projects would not produce beneficial results. Both parties shall agree on the termination processes and conditions, including the effective date, and in case of partial termination, the portion to be terminated.

If any dispute or differences of any kind whatsoever shall arise between the parties in connection with the implementation of this contract, the parties shall make effort to resolve amicably such dispute or difference by mutual consultation.

VII. BASIS FOR TERMINATION

This agreement may be terminated by the FIRST PARTY for cause. Cause for termination of the FIRST PARTY includes failure of the SECOND PARTY and/or the PARTNER COMMUNITY to make satisfactory progress toward achieving level of participation; or other evidence satisfactory to the FIRST PARTY that the SECOND PARTY and/or the PARTNER COMMUNITY has failed or is unable to perform in accordance with the provisions of this Agreement.

VIII. SEPARABILITY CLAUSE

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OF THE LEGAL COUNSEL
AUG 0 3 2023

In the event that one or more provisions contained herein shall be held invalid, illegal or unenforceable in any respect and for any reason, the remaining provisions shall remain valid, legal and enforceable.

IX. EFFECTIVITY OF THE AGREEMENT

This agreement shall take effect immediately upon signing by the authorized representatives and shall remain in force until its date of expiration/termination.

IN WITNESS WHEREOF, the parties hereunto have affixed their respective signatures at the Mini Boardroom, Saint Mary's University, Bayombong, Nueva Vizcaya, Philippines, this August 11, 2023.

FIRST PARTY

for JOHN OCTAVIOUS S. PALINA, PHD, DBA

University President

SECOND PARTY

HON. ROGELIO D. IGGUA

Barangay Captain

PARTNER COMMUNITY

ROSEMARIE D. PALE

Teacher III & Teacher In-Charge

Signed in the presence of:

FIRST PARTY

MA. CRISTETA M. ADUCA, PHD
Principal, Grade School

JOY D. BALAWA
Coordinator, CDA Coordinator (Grade School)

SECOND PARTY

HON. PABLO M. PULISTA
Barangay Kagawad

HON. SAAS D. NADIA
Barangay Kagawad

PARTNER COMMUNITY

NEIL KEVIN R. NAVARRETE
Teacher I, Adviser

ABE[illegible]DO U. UYAMMI
PTA President

MEMORANDUM OF AGREEMENT

This Agreement executed and entered into this 25th day of November 2023 by and between

SAINT MARY'S UNIVERSITY, a non-stock, non-profit educational institution with SEC registration no. 3947, with office address at BAYOMBONG, NUEVA VIZCAYA, PHILIPPINES represented herein by its President, DR. JOHN OCTAVIOUS S. PALINA herein referred to as SMU;

and

KALAHAN EDUCATIONAL FOUNDATION INC., a non-stock, non-profit association with SEC registration no. 53720, with office address at IMUGAN, STA. FE, NUEVA VIZCAYA, PHILIPPINES, represented herein by its Executive Secretary, MR. SAMUEL G. BALINHAWANG herein referred to as KEF.

WITNESSETH

WHEREAS, SMU is envisioned as a premier CICM Catholic educational institution drawn into communion by the Wisdom of God, dedicated to forming persons exemplifying excellence, innovation, and Christ's mission;

WHEREAS, KEF envisions a self-reliant and sustainable community committed to protecting the total environment and promoting cultural integrity with a mission to promote the economic, physical, mental, social, political, moral and spiritual development of the indigenous people within the Kalahan Reserve;

WHEREAS, SMU and KEF have discussed matters of mutual interest and have agreed to work for the benefit of the organizations, their clients and members and the communities they serve;

NOW THEREFORE, and in consideration of the above-mentioned premises and mutual covenants, terms and conditions hereinafter specified, the parties hereto agree to jointly undertake an educational partnership as follows:

1. That the parties shall do the following tasks:

   1.1 Jointly develop and agree on specific projects, for the pursuit of, but shall not be limited to:

   1.1.1 Research projects (biodiversity, environmental health, natural products, bioassays);
   1.1.2 Community extension services (mobile laboratory, lectures, trainings
   1.1.3 Exchange of academic data and information;
   1.1.4 Conduct of special projects beneficial and agreeable to the parties;
   1.1.5 Fieldwork/internship activities of undergraduate and graduate students

2. That each specific area of cooperation and the terms under which such cooperation shall be implemented, shall be covered and specified under a separate written agreement, duly signed by the parties' authorized

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OFFICE OF THE LEGAL COUNSEL
Saint Mary's University
DATE: NOV 24 2023

representatives and correspondingly approved in accordance with the necessary approval procedures;

3. That the parties to this agreement may collectively and/or individually seek financial assistance from international and/or local research and development institutions or funding agencies for the implementation of collaborative activities which are of joint knowledge and are mutually beneficial to the parties and which are consistent with the parties' respective mission, goals, and objectives;

4. That SMU shall undertake for its own account the following tasks:

4.1 Make available its qualified faculty members and experts as teachers, resource persons, seminar speakers, trainers, consultants, etc. In the relevant programs of cooperation entered into the KEF;

4.2 Payment of salaries and other forms of remuneration, and all other related costs that shall be attributed to the utilization of faculty members and experts from SMU in the relevant programs of cooperation entered into with KEF;

4.3 Arrange and/or make provision for venues, equipment, library facilities, laboratory facilities, information technology and other facilities as may be required in the administration of the relevant programs of cooperation entered into with KEF;

4.4 Always coordinate and seek guide from the KEF in every field activities of whatever nature conducted within the boundaries of the Kalahan Reserve.

5. That KEF shall undertake for its own account the following tasks:

5.1 Make available its qualified faculty members and experts as teachers, resource persons, seminar speakers, trainers, consultants, etc. In the relevant programs of cooperation entered into with SMU;

5.2 Payment of salaries and other forms of remuneration, and all other related costs that shall be attributed to the utilization of faculty members and experts from KEF in the relevant programs of cooperation entered into with SMU;

5.3 Arrange and/or make provision for venues, equipment, library facilities, laboratory facilities, information technology and other facilities as may be required in the administration of the relevant programs of cooperation entered into with SMU;

5.4 Permit and provide technical assistance to the field activities conducted by SMU within the boundaries of the Kalahan Reserve.

6. Property Rights and Privileges

That any or all research results, including patents, shall be the property of the parties, the share of each party to be mutually determined prior to commencement of any or all engagements. Neither of the parties shall use the name of the other nor any of its program participants in any announcements, publication, project proposals and the like, without prior consent by the other;

7. Exchange of Information

That any or all exchange of information contemplated by this Agreement shall be governed by specific non-disclosure arrangements;

8. Duration and Effectivity

CLEARED
OFFICE OF THE LEGAL COUNSEL
Saint Mary's University
DATE: NOV 24 2023

That this Agreement shall take effect immediately upon signing by the duly authorized representatives and shall remain in force for a minimum period of five (5) years and subject to renewal, upon the review and evaluation of the parties, unless otherwise earlier terminated for cause and in writing by any of the parties to this Agreement;

9. Modification of Agreement
That any or all modifications to this Agreement which may be required to meet or satisfy new circumstances and interests should be upon mutual consent of the parties, shall be covered by separate documents made available thirty (30) days prior to the affectivity of such, duly signed and approved by the parties' duly authorized representatives, and shall thereafter become integral part of this Agreement;

10. Termination of Agreement
That this Agreement may be terminated by any party by notifying the other in writing, at least ninety (90) days prior to the intended date of termination. All terms of contractual obligations shall remain in force and shall be deemed active and in effect immediately prior to the termination date.

IN WITNESS WHEREOF, the parties have hereunto affixed their signatures at the DAGWEY HALL, BRGY. IMUGAN, STA. FE, NUEVA VIZCAYA, PHILIPPINES, this25th day of November, 2023.

SAINT MARY'S UNIVERSITY

DR. JOHN OCTAVIUS S. PALINA
University President
CTC No./ID No. _____
Issued on _____
Issued at _____

KALAHAN EDUCATIONAL FOUNDATION

_____
KEF Executive Secretary
CTC No./ID No. _____
Issued on _____
Issued at _____

CONFORME:

EXCA L. CAJUCOM
Director, Center for Natural Sciences

JOWAN J. PALUDON
Dean, School of Health & Natural Sciences

BERNARD B. [illegible]
Brgy. Bacneng BOT Representative

Brgy. Baracbac BOT Representative

DR ARLENE DABAQUEG
Dean, School of Graduate Studies

TAMANO B BUGTONG
Brgy. Imugan BOT Representative

DR DARWIN DACUS
Director, Research Center

CARLITO C. PACOS
Brgy. Malico BOT Representative

DR. CHRISTOPHER ALLEN S. MARQUEZ
Director, Lingkod Maria Community Development and Advocacy Center

ROSITA S DALISIS
Brgy. Sta. Rosa BOT Representative

ROBERT S. ACACIO
CDA Coordinator, SHANS

Brgy. Unib BOT Representative

Revision No.	Approval Date	Effectivity Date	Amendment
00	July 1, 2022	July 1, 2022	Initial Issue
01	November 17, 2022	November 17, 2022	Change in header

MEMORANDUM OF AGREEMENT

KNOWN ALL MEN BY THESE PRESENTS:

This Memorandum of Agreement executed by and between:

SAINT MARY'S UNIVERSITY (SMU), a private Catholic education institution, with principal office at Bayombong, Nueva Vizcaya, represented herein by MR. JOHN OCTAVIOUS S. PALINA, PHD, DBA, University President, herein referred to as FIRST PARTY,

The BARANGAY LGU OF MASOC, BAYOMBONG, NUEVA VIZCAYA, a local government unit established and existing under the laws of the Republic of the Philippines with office at Barangay Hall, Masoc, Bayombong, Nueva Vizcaya, duly represented by HON. FERDINAND L. PINKIHAN, Barangay Captain, herein referred to as SECOND PARTY

AND

SITIO PAWAK, duly represented by MR. RODOLFO A. SAQUING, Purok President, and PAWAK ELEMENTARY SCHOOL, duly represented by MR. SILVESTER JHON B. BATA, Teacher-in-Charge, herein after referred to as PARTNER COMMUNITIES,

WITNESSETH: That,

WHEREAS, the FIRST PARTY as a learning institution has three-fold functions which are INSTRUCTION, RESEARCH, AND EXTENSION;

WHEREAS, the FIRST PARTY subscribes to rights-based approach to SMU Lingkod Maria Community Development and Advocacy Center (LMCDAC) that seeks an honest to goodness and in-depth implementation of SMU Community Engagement Programs;

WHEREAS, the SECOND PARTY identifies Sitio Pawak and Pawak Elementary School that deserve to receive extension programs for integral social change and development;

WHEREAS, on August 23, 2023, the SECOND PARTY agrees that the FIRST PARTY shall partner with SITIO PAWAK and PAWAK ELEMENTARY SCHOOL;

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Saint Mary's University
DATE: AUG 23 2023

WHEREAS, ALL PARTIES have agreed to make this Memorandum of Agreement to come up with the extent of participation, roles, and obligation of ALL PARTIES;

NOW THEREFORE, for and in consideration of the foregoing premises and of the mutual covenants, agreements and stipulations hereinafter set forth, the parties hereto agree on the following:

I. ROLES AND RESPONSIBILITIES OF THE PARTIES

1. The FIRST PARTY shall:

A. Research
   1. conduct baseline activities like community profiling and assessment studies like needs, outcome, and/or impact assessments;
   2. secure free prior and informed consent in the conduct of other pertinent researches;
   3. observe the provisions in the Data Privacy Act of 2012;

B. Extension Services
   1. craft program/project proposals that are based on the identified and assessed needs;
   2. implement programs/projects that are based on SMU's advocacies and flagship programs, to wit;
      a. IP Advocacy and Development Program
      b. Sustainable Environment Program
      c. Disaster Risk Reduction Program
      d. Hunger Alleviation Program
      e. Health and Well-being Program
      f. Poverty Alleviation Program
      g. Socio-Pastoral Program
      h. Education For All Program
   3. monitor and evaluate the implementation of the programs/projects;

C. Outreach Services
   1. provide dole-out activities that involve one-time and immediate need assistance to victims of disasters and calamities, occasional gift-giving and feeding; and

D. Others
   1. continuously coordinate with the SECOND PARTY and the PARTNER COMMUNITIES in the event that there shall be transition and changes in the Barangay Council and the School Administration respectively.

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2. The SECOND PARTY shall:

   A. Research
      1. provide necessary baseline data in the conduct of community profiling, assessment studies and other relevant community researches;
      2. provide free assistance and/or resources like contact person/s and enumerator/s during the conduct of community profiling, assessment studies, and other relevant researches in the community;
   B. Extension Services
      1. collaborate in the crafting of programs/project proposals;
      2. provide free assistance in the form of support staff and/or other resources, when such need arises, in the implementation of the programs/projects;

   C. Outreach Services
      1. coordinate with the FIRST PARTY in circumstances that the PARTNER COMMUNITY needs assistance in times of calamities like typhoons;
      2. provide free assistance in the form of support staff and/or other resources, when such need arises, in the implementation of the programs/projects; and

   D. Others
      1. honor and comply with this agreement in the event that there will be a transition and changes in leadership in the Barangay Council.

3. The PARTNER COMMUNITIES shall:

   A. Research
      1. duly participate in the conduct of community profiling, assessment studies and other relevant community research studies;
      2. provide honest and truthful data and information relevant to the research study or studies being conducted;
      3. duly participate in research trainings, capacitation, and assistance in running different kinds of statistical software, and their respective means of analyses and interpretations;

   B. Extension Services
      1. duly participate in the implementation of the programs/projects;
      2. duly participate in the monitoring and evaluation the implementation of the programs/projects;

   C. Outreach Services
      1. communicate with the FIRST PARTY AND/OR SECOND PARTY regarding the specific needs that may arise during calamities, force majeure, and in other reasonable and justifiable occasions/circumstances; and

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D. Others
   1. shall not make any new commitments or enter into new contracts with other academic institutions;
   2. Shall not make any new commitments or enter into new contracts with other agencies, unless communicated to the FIRST PARTY with granted permission where stipulations as regard the partnership are observed, assuring the harmonization of the programs/projects;

II. ACTIVITIES DEALING WITH INDIGENOUS PEOPLE'S PROPERTIES, RESOURCES, KNOWLEDGE AND/OR HERITAGE

In case the programs/projects would utilize any property, knowledge, heritage, culture, tradition, institution and/or any other resource that belong to the PARTNER COMMUNITIES, the FIRST PARTY has the responsibility of securing the PARTNER COMMUNITIES' free and prior and informed consent and subject itself to the provisions and requirements relative to researchers and research outcomes provided in RA 8371 (An Act to Recognize, Protect and Promote the Rights of Indigenous Cultural Communities/Indigenous people, Creating a National Commission of Indigenous People, Establishing Implementing mechanisms, Appropriating Funds Therefore, and for Other Purposes) and its Implementing Rules and Regulations (IRR), to protect and respect the community intellectual property rights of the partner indigenous community.

For any violation of the provisions of the above law, with no valid cause to justify the same, the SECOND PARTY may exercise the option of rescinding this MOA, through the written notice to the FIRST PARTY citing the particular violation found.

III. ACTIVITIES DEALING WITH INDIVIDUAL PERSONAL INFORMATION

In case the programs/projects would utilize the personal information of the members of the PARTNER COMMUNITIES, the FIRST PARTY has the responsibility to uphold the provisions and requirements provided in RA 10173 (An Act Protecting Individual Personal Information in Information and Communications Systems in the Government and the Private Sector, Creating for this Purpose a National Privacy Commission, and for other Purposes) and its IRR, to protect and respect the PARTNER COMMUNITIES' personal information of members.

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For any violation of the provisions of the above law, with no valid cause to justify the same, the SECOND PARTY may exercise the option of rescinding this MOA, through written notice to the FIRST PARTY citing the particular violations found.

IV. ETHICAL CONDUCT OF EXTENSION ACTIVITIES

The FIRST PARTY has the responsibility of ensuring that the conduct of activities is in accordance with the ethical standards especially those affecting vulnerable and marginalized sectors and communities. The same sanction cited in the succeeding section shall apply to violations found under this provision of the MOA.

Both parties shall observe the highest standards of ethics and integrity, avoid corrupt, fraudulent or otherwise improper or unseemly practices or the appearance thereof, and immediately dissociate itself from and take corrective action regarding any such practices that may nevertheless occur. Safeguards shall be established to prohibit the mentioned individuals from using their position for personal gain or from being affected by personal or organization conflict of interest or personal gain. If an issue arises as to any of the foregoing, both parties shall promptly inform each party in writing of the issue, pertinent facts and conclusions, and any corrective actions proposed

V. MODIFICATION OF THIS AGREEMENT

This agreement may be amended and modified from time to time, in writing, signed, and sealed and acknowledged by the parties which amendments and modifications shall then be attached to the original of this agreement.

VI. TERMINATION AGREEMENT OR NOTICE

This agreement shall automatically expire at the end of the program/project period. This agreement may be terminated by any party, in whole or in part, if both agree that the continuation of the programs/projects would not produce beneficial results. Both parties shall agree on the termination processes and conditions, including the effective date, and in case of partial termination, the portion to be terminated.

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If any dispute or differences of any kind whatsoever shall arise between the parties in connection with the implementation of this contract, the parties shall make effort to resolve amicably such dispute or difference by mutual consultation.

VII. BASIS FOR TERMINATION

This agreement may be terminated by the FIRST PARTY for cause. Cause for termination of the FIRST PARTY includes failure of the SECOND PARTY and/or the PARTNER COMMUNITY to make satisfactory progress toward achieving level of participation; or other evidence satisfactory to the FIRST PARTY that the SECOND PARTY and/or the PARTNER COMMUNITY has failed or is unable to perform in accordance with the provisions of this agreement.

VIII. SEPARABILITY CLAUSE

In the event that one or more provisions contained herein shall be held invalid, illegal or unenforceable in any respect and for any reason, the remaining provisions shall remain valid, legal and enforceable.

IX. EFFECTIVITY OF THE AGREEMENT

This agreement shall take effect immediately upon signing by the authorized representatives and shall remain in force until 2028, with the option to extend depending on the satisfaction of needs of the PARTNER COMMUNITIES.

IN WITNESS WHEREOF, the parties hereunto have affixed their respective signatures at Masoc Barangay Hall, Masoc, Bayombong, Nueva Vizcaya, this August 23, 2023.

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OFFICE OF THE LEGAL COUNSEL
Saint Mary's University
DATE: AUG 23 2023

FIRST PARTY

JOHN OCTAVIOUS S. PALINA, PHD, DBA
University President

SECOND PARTY

HON. FERDINAND L. PINKIHAN
Barangay Captain

PARTNER COMMUNITY

RODOLFO A. SAQUING
Purok President

SILVESTER JHON B. BATA
Teacher-in-Charge

Signed in the presence of:

FIRST PARTY

ZAYDA S. ASUNCION, PHD
Principal, Junior High School

JOJILYN L. ANOCHE
CDA Coordinator (Junior High School)

SECOND PARTY

HON. EVELYN D. MANUEL
Barangay Kagawad

HON. JOMAR C. CADINGAN
Barangay Kagawad

PARTNER COMMUNITY

EDGAR T. SANTIAGO
PTA President