

## MEMORANDUM OF AGREEMENT (MOA)

This **MEMORANDUM OF AGREEMENT** is made and entered on 18<sup>th</sup> day of March 2024 in Dulag, Leyte by and between:

The **Eastern Visayas State University**, with address at Arch. Lino R. Gonzaga Avenue, Tacloban City, represented herein by its President, **DR. DENNIS C. DE PAZ**, hereinafter referred to as **EVSU**;

-and-

The **NAGKAURUSA NGA SABANGNON KATILINGBAN SERVICE COOPERATIVE**, represented by its Service Cooperative Manager **DR. EDITA S. DE VEYRA**, hereinafter to as **NASAKASECO**.

### WITNESSETH:

**WHEREAS, EVSU** is a higher learning institution established under Republic Act 9311 and mandated to develop the potentials of Region VIII;

**WHEREAS, EVSU** is mandated to provide relevant service along the four major functions: 1) instruction, 2) research, 3) production, and 4) extension services;

**WHEREAS, EVSU** is mandated to implement extension services, projects, and programs to its immediate communities, development partners, and identified clients;

**WHEREAS, EVSU** believes that one of the hallmarks of the university is high productivity in extension services or community outreach programs that are research-based and technology-driven towards a sustainable knowledge economy;

**WHEREAS, EVSU**, through the **Dulag Campus Entrepreneurship Department**, has created a program known as **SUSTAINABLE PARTNERSHIP AND INNOVATION FOR COMMUNITY EXTENSION**, otherwise known as the **SPICE Program**).

**WHEREAS, EVSU Dulag Campus' SPICE Program** is anchored on the purpose of catering relevant technical advisory services that are aimed at inculcating to its beneficiaries the various community livelihood training and organizational management skills geared towards establishing sustainable businesses that are resilient from all forms of threats and hazards in the business environment.

**WHEREAS, the NASAKASECO** is a duly registered Community Cooperative whose main business operation is **Livelihood Tourism** and is composed of Fisher folks, Farmers, Senior Citizens, Women sector, and Surfers People's Organization.

**WHEREAS, the NASAKASECO** is enjoined to serve as **EVSU** long-term community partner recipient of all livelihood competency skills.

**WHEREAS, the NASAKASECO**, in its intention of providing livelihood and job opportunities to its residents, engages in meaningful partnership with **EVSU** for technical skills assistance and consultancy related to **Information Technology** and other related discipline in office, business, and digital literacy.



*Handwritten signature of Dr. Dennis C. De Paz*

**WHEREAS**, the **NASAKASECO**, has an existing Memorandum of Agreement from the College of Business and Entrepreneurship (COBE), EVSU Main Campus under the BRIDGE Program which focuses on Bachelor of Science in Entrepreneurship (BSE) and Bachelor of Science in Office Administration.

**WHEREAS**, the aforementioned Memorandum of Agreement excludes the Bachelor of Science in Information Technology (BSIT) of EVSU Dulag Campus, which initiates a separate community extension project to maximize digital literacy in community livelihood tourism under the SPICE program in conducting the Extension Service in Sabang Daguitan Surf Camp.

**WHEREAS**, all parties, in consideration of their common goals and objectives, have expressed interest in working together to initiate the conduct of Information Technology training for the identified working personnel in every department of Sabang Daguitan Surf Camp (A Community-based Sustainable Tourism) as managed by the NASAKASECO and agree to collaborate and complement resources for the effective and efficient implementation of **EVSU Dulag Campus' SPICE Program**.

**WHEREAS**, the **NASAKASECO** will now be the newly-adopted Extension of the **EVSU Dulag Campus, Dulag, Leyte**

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

#### **A. RESPONSIBILITIES OF EVSU**

1. **EVSU** shall initiate a Training Needs Assessment Activity for **NASAKASECO** people's organization and shall provide the results as the basis for the different livelihood training needs to be cascaded to the partner community.
2. **EVSU** shall provide **NASAKASECO** with various livelihood training activities through the **EVSU Dulag Campus' SPICE Program** in response to the identified training needs of the service cooperative operations.
3. **EVSU** through **Dulag Campus** shall promote service cooperative competence through the initiative of the Information Technology department, as the lead implementer of the extension project entitled **Diverse Integration Guide for Immediate Technology Services (DIGITS)** for **NASAKASECO** people's organization.

The livelihood training projects shall be, as follows:

#### **DIGITS Project (BS Information Technology)**

Training on Basic Microsoft Office Package  
(MS Word, MS Excel, MS PowerPoint & Publisher)  
Training on Brochure Preparations  
Training on Canva Design  
Training on Barcode Preparations  
Other Relevant Training as may be identified by the **NASAKASECO** members

4. **EVSU** through **Dulag Campus** shall inform the **NASAKASECO** of any supplies or materials required by its personnel and stakeholders in the conduct of the identified and technical assistance;
5. **EVSU** shall provide the logistics for its trainers as well as to the beneficiaries if in case the latter needs to visit the University for related training purposes.

6. **EVSU** shall provide **NASAKASECO** with its available faculty trainers and facilitators who will serve as resource speakers/experts from the training activities.
7. **EVSU** shall provide **NASAKASECO** with the monitoring evaluation and terminal reports from the conducted training activities.
8. **EVSU** shall also facilitate in establishing more linkages to **NASAKASECO** as a means to generate more support from other agencies for the realization of cooperatives' livelihood-related programs, projects, and activities.




**B. RESPONSIBILITIES OF NASAKASECO**

1. The **NASAKASECO** shall inform and coordinate with **EVSU** through **Dulag Campus** regarding the overall conduct and implementation of the manpower improvement program of the campus.
2. The **NASAKASECO** shall provide training office supplies and/or materials and equipment to be used by **EVSU Dulag Campus** personnel when conducting training and other related extension activities.
3. The **NASAKASECO** shall identify project beneficiaries/participants, to the training programs and must ensure the regular and complete attendance of the said participants. Further, they shall screen, validate, and recommend the participants to any appropriate capability-building program.
4. The **NASAKASECO** shall provide a suitable training venue /demonstration that will accommodate at least twenty (20) participants together with the training facilitators and speakers from **EVSU**.
5. The **NASAKASECO** shall ensure the safety of the skills and technical manpower experts sent by **EVSU** in furtherance of the programs and projects being implemented.
6. The **NASAKASECO** shall screen, validate, and recommend the participants to any appropriate capability-building training to be conducted by **EVSU**.

**C. GENERAL PROVISIONS**

1. It is expressly understood that there will be no employer-employee relationship between and among the **EVSU** and **NASAKASECO** personnel and its stakeholders.
2. **EVSU** shall hold both **NASAKASECO** and their officials, employees, stakeholders, and volunteers harmless, and shall indemnify the latter for any and all claims, injuries, damages, losses, or suits, including attorney's fees, arising out of or resulting from the acts, errors or omissions of **EVSU** personnel in the performance of this Agreement. No employee and stakeholders of the **NASAKASECO** shall be personally liable for any action, determination or interpretation taken or made in good faith with respect to this Agreement.
3. In any situation, not contemplated or discussed in this Agreement, the parties may mutually agree on the resolution of such a situation, as long as it is consistent with the intent of this Agreement

James G. Alindan  
 JG



**D. EFFECTIVITY**

1. This agreement shall be effective upon the signing thereof by both parties or by their authorized representatives and shall be renewable every five (5) years and shall continue to be effective, valid, and binding until written revocation thereof by any of the parties is transmitted to all other contracting parties at least 15 (fifteen) days prior to the date of intended revocation.
2. This is without prejudice to any revision or modification of any or some of the provisions which may hereinafter be agreed upon by the contracting parties, provided that such provision or modification is consistent with the original intent and purpose of this Agreement.

IN WITNESS WHEREOF, the parties have hereunto set their hands on  
June 4, 2024 in Dulag, Leyte

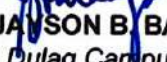
**EASTERN VISAYAS STATE UNIVERSITY,**  
represented by:


  
**DENNIS C. DE PAZ, PhD**  
President 


**NAGKAURUSA NGA  
SABANGNON KATILINGBAN  
SERVICE COOPERATIVE,**  
represented by:

  
**EDITA S. DE VEYRA, PhD**  
NASAKASECO Manager

**SIGNED IN THE PRESENCE OF:**


  
**GERALD JAYSON B. BALANGA, PhD**  
OIC EVSU Dulag Campus Administrator


  
**ADRIANO P. CASTIL**  
NASAKASECO Chairman

  
**RUSTOM D. CLEMENTE, MSIT**  
Director, Office of Extension Services

  
**OFELIA C. DE VEYRA**  
NASAKASECO Vice Chairman

  
**ANALYN O. ESPAÑO, DA**  
Vice-President, Research & Development and Extension Services

  
**ROTCHIE P. CASTIL, PhD**  
EVSU-Dulag Campus  
SPICE Program Proponent

  
**WAYMIBEL B. YAMON**  
NASAKASECO Secretary

Republic of the Philippines )  
\_\_\_\_\_ ) S.S.

**ACKNOWLEDGEMENT**

BEFORE ME, a Notary Public for and in Dulag, Leyte, on 24 JUN 2024, personally appeared.

NAME	EVIDENCE OF IDENTITY	DATE ISSUED PLACE OF ISSUANCE
DR. DENNIS C. DE PAZ	EMPLOYEE ID No. 006295DC	06-26-1995 TACLOBAN CITY
DR. EDITA S. DE VEYRA,	Valid I.D. # OSLA # 0959	01-28-11 Dulag, Leyte

Known to me before me the same persons who executed the foregoing document, consisting of five (5) pages, including the page where this acknowledgment is written; who acknowledged to me that they executed this instrument as their free and voluntary act and deed, and that if they signed in a representative capacity, they are duly authorized to do so in that capacity.

WITNESS MY HAND AND SEAL, at the place and on the date first and above written.



*Lean C. Caminong*  
ATTY. LEAN C. CAMINONG  
NOTARY PUBLIC  
Commission No. 2023-01-01, Until 31 December 2024  
Roll of Attorney's No. 66769, 23 May 2017  
IBP Lifetime No. 017359, 20 May 2017  
PTR No. 0095108, 9 January 2024  
MCLE No. VII.0004768  
Dulag, Leyte

*B* *AP*