

# MEMORANDUM OF AGREEMENT

## KNOW ALL MEN BY THESE PRESENTS:

This **MEMORANDUM OF AGREEMENT**, made and entered into by and between:

The **MOUNTAIN PROVINCE STATE POLYTECHNIC COLLEGE**, a public tertiary educational institution, existing under the laws of the Republic of the Philippines with principal office address at Bontoc, Mountain Province, represented by its College President, **EDGAR G. CUE, Ph.D.**, hereinafter referred to as **MPSPC**;

and

The **LOCAL GOVERNMENT UNIT OF BAUKO**, a local government unit existing under the laws of the Republic of the Philippines, with principal office address at Abatan, Bauko, Mountain Province, represented by its Municipal Mayor, **RANDOLF T. AWISAN**, hereinafter referred to as **LGU-BAUKO**;

**WHEREAS**, the **MPSPC** is a duly recognized and accredited higher educational institution by the Commission on Higher Education (CHED) offering the courses Bachelor of Science in Elementary Education, Bachelor of Science in Secondary Education, Bachelor of Science in Technical-Vocational Teacher Education, Bachelor of Science in Office Administration, Bachelor of Arts in Political Science, Bachelor of Science in Information Technology, Bachelor of Science in Accountancy, Bachelor of Science in Criminology, Bachelor of Science in Nursing, Bachelor of Science in Hospitality Management and Tourism Management, Bachelor of Science in Business Administration, Bachelor of Science in Engineering (Civil, Geodetic, and Electrical), Bachelor of Science in Agroforestry and Forestry, and School of Advance Education;

**WHEREAS**, the **MPSPC** is ardently committed to bringing its services and expertise to the communities and schools, government and non-government organizations in the Mountain Province, and other places that will lead them all towards growth, progress, and self-reliance;

**WHEREAS**, the Sustainable Development Goals adopted by the United Nations in 2015 as universal call to action to end hunger, protect the planet, promote sustainable economic growth and to strengthen the means of implementation and recreate global partnership for sustainable development, and ensure that by 2030, people will double the agricultural productivity, invest in sustainable agricultural practices, improve global resource efficiency in consumption and production, restore degraded land or soil, and that no one is left behind which leads the MPSPC's extension programs to build a strong reputation along with the Sustainable Development Goals (SDG) pillars of No Poverty, Zero Hunger, Climate Action, Economic Growth, Responsible Consumption and Production and Partnership for the Goals.


**WHEREAS**, the **MPSPC**, in pursuit of its mission, one of which is to assist the country in the shared struggles for national development is extending services and programs through research and extension through its "**MONTAÑOSA COFFEE CENTER (MCC)**" Research and Extension Program to wit:

### I. Training Services

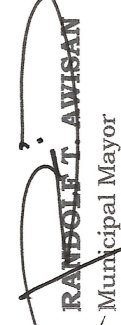
  
EDGARDO S. CAPUYAN  
SB Member

  
CAROLYN B. WANDALEN  
Municipal Agriculturist

  
ALVER W. CLAUDIO  
Director, MCC

  
EPIPHANIA B. MAGWILING  
VP for Research Development and Extension

  
EDGAR G. CUE  
College President

  
RANDOLF T. AWISAN  
Municipal Mayor



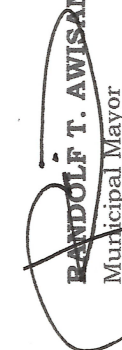
  
**EDNA B. CAPUYAN**  
SB Member

  
**CAROLYN B. WANDALEN**  
Municipal Agriculturist

  
**ALVER W. CLAUDIO**  
Director, MCC

  
**EPIPHANIA B. MAGWULANG**  
MP for Research Development and Extension

  
**EDGAR G. CUE**  
College President

  
**RANDOLF T. AWISAN**  
Municipal Mayor

**1. Nursery and Farm Management Training**

**1.1. Arabica Coffee Nursery Establishment and Provision of Quality/Certified Coffee Seedlings Training**

- a. Nursery Establishment and Management
  - b.1. Potting media preparation
  - b.2. Sowing
  - b.3. Potting
  - b.4. Transplanting
  - b.5. Maintenance
  - b.6. Hardening

**1.2. Farm Management Training**

- a. Plantation Establishment
- b. Soil Fertility Management
- c. Pest and Disease Control
- d. Harvesting Coffee

**2. Processing and Roasting Training**

**2.1. Processing**

- a. Depulping
- b. Fermentation
- c. Dehulling
- d. Drying, Sorting, and Grading
- e. Storage

**2.2. Roasting**

**3. Coffee Evaluation**

- 3.1. Coffee Characteristics Evaluation (non-technical)
- 3.2. Coffee Cupping (with technical score)

**4. Coffee Appreciation Training**

- 4.1. Cupping and its Role in the Quality Control of Coffee
- 4.2. Basic Coffee Quality Concepts
- 4.3. Coffee Tasting and Appreciation

**5. Sales and Marketing Training**

- 5.1. Marketing and Value Chain of Coffee
- 5.2. Packaging and Branding
- 5.1. Entrepreneurial Trainings

**WHEREAS**, the **MPSPC** may also introduce viable coffee research and extension programs and projects related to the above trainings and seminars to be piloted in the community;

**WHEREAS**, to succeed in the delivery of its services and programs to the community, the **MPSPC** needs partners or collaborators;

**WHEREAS**, the **LGU-BAUKO** as a Local Government Unit has agreed to partner with the **MPSPC** for the enhancement/improvement of the capability of the coffee farmers in Bauko, Mountain Province;



  
**EDNA B. CAPUYAN**  
SB Member

**WHEREAS**, both parties acknowledge that research and extension are the potential sources of knowledge generation, technology transfer, and skills development leading to individual or community development and transformation.

  
**CAROLYN B. WANDALEN**  
Municipal Agriculturist

**WHEREAS**, the **MPSPC** and the **LGU-BAUKO** both adhere to the significance of partnerships to the full, successful, and legal conduct of research and extension activities and programs;

  
**ALVER W. CLAUDIO**  
Director, MCC

**NOW**, therefore, the **MPSPC** and **LGU-BAUKO** have agreed on the following:

**BOTH PARTIES shall:**

1. Seek to identify a common working ground whereby sharing of resources and other collaborative means in order to advance their programs for improving their organization's professional growth and development and work efficiency through the infusion of countless technologies and enhancement skills training, seminar and workshops;
2. Coordinate with each other as to the date and venue of the identified training, seminars, and workshops;
3. Issue training certificates to participants and certificates of appreciation/recognition to trainers/resource persons duly signed by heads of both parties; and
4. Share resources in conducting the identified activities and recommend measures for the improvement of the joint venture.

  
**EPIHANIA B. MAGWILIANG**  
XP for Research, Development and Extension

**THE MPSPC shall:**

1. Conduct baseline surveys and needs analysis as a basis for crafting activities and interventions for the clientele;
2. Prepare activity designs and conduct pieces of training, seminars, or workshops based on identified problems and needs of the clientele and as requested by the clientele;
3. Provide for the traveling expenses of Resource Speakers and drivers from the College who are involved in the project or activity;
4. Share resources such as supplies and materials needed during seminars/training and workshops where they are involved in;
5. Conduct impact assessment studies on the training services provided by both parties
6. Link with other national agencies and other potential partners who can assist in the pursuit of school and community development; and
7. Responsible for providing the lists of participants and coordinating the program of the activities.

  
**EDGAR G. CUE**  
College President

**THE LGU-BAUKO shall:**

  
**RAULOLF T. AWISAK**  
Municipal Mayor

1. Assist in communicating the training schedule and venue to the participants;
2. Assist in the monitoring and evaluation of the pieces of training, seminars, and workshops conducted;
3. Assist in the preparation of the training venue and help coordinate the activity with the participants;
4. Assign a focal person to assist during the gathering of necessary data and during the implementation of the projects and activities; and



5. Contribute financial counterpart for other supplies and materials needed to be purchased in the conduct of the identified activities, and
6. In the event that MPSPC may not be able to provide transportation, the LGU-BAUKO will provide transportation upon request.

**TERM and TERMINATION**

1. Effective Date: This Agreement shall take effect upon signing of the parties and shall remain valid and in full force and effect for five (5) years unless revoked or terminated by any of the parties.
2. Termination: Either party may terminate this agreement provided that the objectives of the project were met and a written notice of termination is delivered to the other party.
3. Governing Law: The validity, construction and interpretation of this Agreement and the rights and duties of both parties shall be governed by existing laws of the Republic of the Philippines.

**IN WITNESS WHEREOF**, the parties affixed their respective signatures this 25 SEP 2023 at Pontoc, Mountain Province.

**MOUNTAIN PROVINCE STATE  
POLYTECHNIC COLLEGE**

**LOCAL GOVERNMENT UNIT  
OF BAUKO**

Represented by:

Represented by:

  
**EDGAR G. CUE**  
SUC President III

  
**RANDOLF T. AWISAN**  
Municipal Mayor

**WITNESSES:**

  
**EIPHANIA B. MAGWILANG**  
VPRDE

  
**CAROLYN B. WANDALEN**  
Municipal Agriculturist

  
**ALVER W. CLAUDIO**  
Director, MCC

  
**EDNA B. RAPUYAN**  
SB Member





## ACKNOWLEDGEMENT

Republic of the Philippines)


Jose, M. Pina S.S.

BEFORE ME, a Notary Public, for and in the Jose, M. Pina Philippines, this 12 day of October 2023 personally known to me appeared the following persons with their identification cards, known to me to be the same persons who executed the foregoing instrument and they acknowledge to me that the same is their free, voluntary act and deed, and the free, voluntary act and deed of the corporations or entities herein represented to wit:

NAMES	GOV'T ISSUED ID	Date and Place Issued
Edgar G. Cue	TIN: 168-061-074	January 1, 2001 Bontoc, Mountain Province
Randolf T. Awisan	TIN: 924-911-920	August 20, 2009 Bontoc, Mountain Province

This document refers to a Memorandum of Agreement, consisting of five (5) pages, including this page in which this acknowledgement is written, signed on each and every page by the parties and their instrumental witnesses.

WITNESS MY HAND AND SEAL on this 12 day of October, 2023.

  
**JOSE N. CO**  
 Notary Public  
 UNTIL DECEMBER 31, 2024  
 PTR NO. 24  
 TIN 183-340-302

Doc. No. 961;  
 Page No. 97;  
 Book No. 08;  
 Series of 2023.

